

COVID-19 PUBLIC HEALTH EMERGENCY – VIDEO CONFERENCING MINUTES

Little Easton Parish Council

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Minutes of the **Little Easton Parish Council** meeting held via Video-Conference Call on **29 APRIL 2020 AT 11 AM**

Present: Cllr Dodsley Cllr Hindley Cllr Rush Cllr Fowell Cllr Keefe Cllr Rodwell
Dist Cllr Foley Dist Cllr Tayler

20/01	NOTE APOLOGIES FOR ABSENCE None received
20/02	DECLARATION OF INTEREST FOR THIS MEETING Cllr Hindley declared an interest in Item 20/13 – Contractor access to water supply
20/03	APPROVE THE MINUTES OF THE MEETING HELD ON 26 FEBRUARY 2020 RESOLUTION to Approve minutes: Proposed Cllr Hindley, Seconded Cllr Keefe
20/04	EMERGENCY POWERS - DEVOLVE DECISION MAKING POWERS TO THE CLERK (LGA 1972 S. 101) RESOLUTION to Approve devolution of emergency powers: Proposed Cllr Dodsley, Seconded Cllr Rodwell 20/04(i) – AGREE EMERGENCY DECISION MAKING AND STAFF/CONTRACTUAL PAYMENT ARRANGEMENTS IN THE ABSENCE OF THE CLERK DUE TO THE AFFECTS OF COVID-19 RESOLUTION to Approve emergency arrangements to be devolved to Cllr Dodsley, Cllr Hindley and Cllr Keefe: Proposed Cllr Fowell, Seconded Cllr Rodwell CLERK to email those Cllrs with those devolved powers the pertinent details required to operate and maintain the Office
20/05	RECEIVE UPDATE FROM GDTC ON REVISED NEIGHBOURHOOD PLAN – JACKIE DEANE, Deputy CLERK Dunmow Town Council's current Neighbourhood Plan (NP) does not now provide all the protection and influence they would wish, urban extensions are moving development right up to the boundary which the council would not want to exceed; the Neighbourhood Plan wildlife corridor and woodlands policies cannot effectively protect the sensitive area between Hoglands Wood and High Wood and the woodlands themselves. The boundary could also be under threat of development, creating urban sprawl and harm to important ecological areas. An extension to the NP which included a portion of the Little Easton parish would greatly enhance the impact and protection afforded to the Town by its NP; for example having influence over the future policies surrounding the Quarry site and the possibility of it being returned to Woodland as it reaches its life end, similar to that achieved East of Dunmow. For those reasons and more Great Dunmow Town Council would like to open discussions and explore possibilities with the parish council. If in agreement the parish council would be asked to appoint a representative(s) to work alongside the existing NP steering group. Members were invited to consider the creation of a parish NP, accepting it involves a not insignificant cost (grants are available), a dedication of time (support is available) and a workload to be shared amongst that team made up of councillors, specialists and residents alike. Cllr Hindley to investigate likely cost and probable time required, to report back to council. It was clarified that this was a request to move the Neighbourhood Plan boundary and NOT the parish boundary.

20/06	<p>RECEIVE THE DISTRICT & COUNTY COUNCILLORS REPORTS</p> <p>Cllr Tayler – Video-conference meetings progressing across departments at UDC. A dedicated team are busy supporting the isolated and vulnerable across the District. A request to report to Cllr Tayler any problems in communicating with UDC. Benefits and grant payments processing is working well. Revenues are noticeably down, whilst central government is working hard to assist councils it is not enough or quick enough. One victim of that fall in revenues is expected to be the council's investment strategy post COVID-19.</p> <p>Cllr Foley – The Local Plan review meeting takes place on Thursday 30 April at 6pm, some Cllrs have booked to speak and contribute to the discussion, members of the public can listen to that debate via a separate MODERNGOV link - https://uttlesford.moderngov.co.uk/ieListDocuments.aspx?Cid=159&Mid=5554 An Amendment has been submitted raising the issue of the likely cost involved in choosing to “withdraw” the Local Plan as opposed to amending the current Plan, which choice of action is not that recommended by the Inspector nor the independent specialists invited by UDC to review the situation.</p>
20/07	<p>RECEIVE CLERKS REPORT AND CORRESPONDENCE</p> <p>GRASS CUTTING COMPLAINT – RESOLVED, RESIDENT CUTTING THEMSELVES</p> <p>BENCH SITING – AWAITING FURTHER UDC RESPONSE</p> <p>BEACON REPLACEMENT – PENDING PRICING OPTIONS</p> <p>BENCH & PICNIC TABLE REFURBISHMENT OPTIONS – PENDING</p> <p>PARISH MAINTENANCE CONTRACTOR – CLERK RECEIVED SIGNED CONTRACT – Work commenced</p> <p>VARIOUS COVID-19 UPDATES - EALC/UDC/ECC – CIRCULATED TO MEMBERS</p> <p>HIGHWAYS UPDATE – POTHOLE & ROADWORK SCHEDULE DUE TO CONTINUE AT PRESENT</p> <p>PLAY AREA - CLOSED UNTIL FURTHER NOTICE – SAFETY INSPECTION SUSPENDED, RECOMMENDED PLAY AREAS AND EQUIPMENT BE LOCKED AND MADE SECURE AGAINST POSSIBLE USE,</p> <p>MEMORIAL HALL – CLOSED UNTIL FURTHER NOTICE</p> <p>VELO-ESSEX – CANCELLED</p> <p>ELECTIONS – CANCELLED UNTIL MAY 2021</p> <p>EALC – FUTURE CHAIRMAN AND CLLR TRAINING DATES UNDER REVIEW – All Cllrs to be put forward for training, CLERK to ACTION</p> <p>REQUEST TO PLACE “THANK YOU NHS” SIGN ALONG WAR MEMORIAL RAILINGS (PAINTED BY LOCAL CHILDREN) PLUS BUNTING ON BENCH OPPOSITE – Railings decorated, awaiting Bunting for bench</p> <p>RESIDENTS QUESTIONS – Memorial Hall car park gate now permanently locked which is not the published operating agreement from the Management Committee and, amongst other factors, introduces additional health risks and problems gaining access to vehicles.</p> <p>Council acknowledged receipt of the resident's correspondence and noted the comments and concerns raised but suggested it was a matter for the Leaseholder which is currently the Memorial Hall Management Committee. CLERK to ACTION</p>
20/08	<p>FINANCE – RECEIVE STATEMENT & AGREE PAYMENTS – APPOINT AUTHORISER</p> <p>RESOLUTION to Approve payments: Proposed Cllr Hindley, Seconded Cllr Keefe Cllr Dodsley to authorise APPENDIX A</p> <p>20/08(i) – AGREE ANNUAL GOVERNANCE STATEMENT 2019-2020 CAN BE SIGNED REMOTELY – DOCUMENT CIRCULATED TO MEMBERS</p> <p>RESOLUTION to Approve Annual Governance Statement remote signing: Proposed Cllr Fowell, Seconded Cllr Keefe</p> <p>20/08(ii) – AGREE ANNUAL ACCOUNTING STATEMENT 2019-2020 CAN BE SIGNED REMOTELY – DOCUMENT CIRCULATED TO MEMBERS</p> <p>RESOLUTION to Approve Annual Accounting Statement remote signing: Proposed Cllr Rodwell, Seconded Cllr Keefe</p>
20/09	<p>PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS</p>

	None to review. Cllr Dodsley urged members to consider applications prior to the meeting and raise any questions via the Clerk requiring clarification from the Planning Officer, to enable their mustering their thoughts in preparation for the related discussion during the relevant council meeting
20/10	CONSIDER REQUEST TO MAIL RESIDENTS WITH EMERGENCY/SUPPORT CONTACT DETAILS – PROPOSED COST CIRCA £200 (PAPER, PRINT, ENVELOPES, POSTAGE) RESOLUTION to Approve Mailing and associated costs: Proposed Cllr Dodsley, Seconded Cllr Hindley
20/11	CONSIDER REQUEST FOR ADDITIONAL PLANTING AT WAR MEMORIAL, CIRCA £70 RESOLUTION to Approve spending at circa £80: Proposed Cllr Keefe, Seconded Cllr Rodwell. Cllr Keefe to provide members with a breakdown of planting and costing
20/12	CONSIDER SUGGESTION THAT VILLAGE SIGN BE CLEANED AND TIMBER POLE TREATED Council agreed the sign could be cleaned and as the supporting pole was a natural material – OAK – it should be left to weather naturally until such time as it requires replacing
20/13	AGREE LOCKABLE, EXTERIOR TAP OPTION FOR INSTALLATION ON MEM HALL REAR WALL – OPTIONS CIRCULATED TO MEMBERS Cllr Hindley advised the Cricket Club were prepared to provide the Contractor access to the exterior tap and hose locked inside the Pavilion side storage cupboard; the relevant contact numbers to arrange access are to be forwarded to the CLERK and onto the Contractor. Thus it was agreed there was no need to install an exterior tap to the Memorial Hall.
20/14	CONSIDER PRICED OPTIONS FOR DDA SWING - ITEMS RESEARCHED BY COUNCIL MEMBERS Defer to next meeting
20/15	ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA OR IN 5P MAGAZINE Insurance renewal update Cricket Club request to run an underground water supply to the crease
20/16	DATE OF NEXT MEETING(S) – 27 MAY – TBC – CLOSE – 12:54pm

Signed.....Date.....

APPENDIX A

Precept	25,612								Budget	Net Ex	Diff +/-
									25,612	1,120	-24,492
Date	Supplier	Description	Invoice	FPO/I	Min R	Rec	Credit		Debit	VAT	Net
Opening balance 1/4/20							19,119.64				
02/04/2020	TSB	Service charges	N/A			Y			8.25		8.25
14/04/2020	Activ	Web services	3286	DD		Y			42.00	7.00	35.00
15/04/2020	HMRC	Q4	PAYE	FPO		Y			29.80		29.80
15/04/2020	A&J Lighting	Street Lighting	34018	DD		Y			24.30	4.05	20.25
16/04/2020	UDC	Precept Pt1		DC		Y	12,806.00				
17/04/2020	Amazon	Envelopes	9359	FPO		Y			9.98	1.66	8.32
17/04/2020	Willetts	Stamps	N/A	FPO		Y			132.60		132.60
22/04/2020	TSB	Return item	N/A	DC		Y	8.25				
22/04/2020	TSB	Return item	N/A	DC		Y	6.95				
28/04/2020	Employee	Salary	PAYE	SO		Y			404.73		404.73
	Amazon	Padlock & Chains	6589/8586	FPO					34.20	5.70	28.50
	Steve's Gardening	Parish Maintenance	1	FPO					150.00		150.00
	SNH Garden Services	Leaf clearing	2218	FPO					140.00		140.00
	EALC	Subscriptions	12486	FPO					141.77		141.77
	HP	Ink cartridges	5040444	FPO					21.00	3.50	17.50
Apr							31,940.84		1,138.63	21.91	1,116.72
Opening Balance							30,802.21		0.00		0.00