

## Little Easton Parish Council



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Minutes of the **Little Easton Parish Annual Council Meeting** held at the **Memorial Hall** on **Wednesday 30 JUNE 2021**  
**AT 7PM**

Present: Cllr Sarah Sidgwick (Chair)      Cllr Rebecca Fowell      Cllr Rodwell  
Dist Cllr Mike Tayler  
01 members of the public

<b>21/40</b>	<b>NOTE AND APPROVE APOLOGIES FOR ABSENCE</b> County Cllr Martin Foley- prior engagement
<b>21/41</b>	<b>DECLARATION OF INTEREST FOR THIS MEETING</b> None declared
<b>21/42</b>	<b>APPROVE THE MINUTES OF THE MEETING HELD ON 26 MAY 2021</b> <b>RESOLUTION</b> – Approve the minutes as an accurate record: Proposed Cllr Rodwell, Seconded Cllr Fowell – unanimous agreement
<b>21/43</b>	<b>PUBLIC PARTICIPATION SESSION</b> Members of the public may raise questions about and comment on items on the Agenda OR of import. Session is limited to 15 minutes (3 minutes per person with no repetition of a previous question)  Suggested the Little Easton Cricket Club Lease be considered for publication on the PC or MHMC website.
<b>21/44</b>	<b>RECEIVE THE DISTRICT &amp; COUNTY COUNCILLORS REPORTS</b> <ul style="list-style-type: none"><li>➤ Motion of no confidence in the Leader and Cabinet ultimately failed</li><li>➤ Newport NP adopted</li><li>➤ Local Plan likely to demand the housing supply target of 700 per annum is maintained to reach the current demand total of 1500 houses</li></ul>
<b>21/45</b>	<b>RECEIVE CLERKS REPORT AND CORRESPONDENCE</b> <ul style="list-style-type: none"><li>❖ The vacancies on the council continue to be advertised, we still need to appoint a suitably qualified person to inspect the trees on parish land and advise a three year maintenance programme.</li><li>❖ Resident advised of Giant Hogweed growing on a footpath, Cllr Fowell has visited the site and will no doubt mention it during her report.</li><li>❖ District Cllr Pepper confirmed her objection to the proposed development behind the Stag PH.</li><li>❖ Cllr Pepper advised of a Neighbourhood Green Project set up by a family in Saffron Walden which details circulated to members.</li></ul>

	<ul style="list-style-type: none"> <li>❖ Members were invited and did attend a joint parish Zoom meeting set up by GDTC to discuss a response to the proposed 1200 Homes development in Little Easton by Land Securities.</li> <li>❖ The owner of the Stag PH which has been nominated as an Asset of Community Value did request to speak at the next ACV meeting at UDC which was on 21 June.</li> <li>❖ The office received a request from a member of the public to confirm the process adopted by a previous administration when procuring and installing the railings at the war memorial.</li> <li>❖ The Village Development Survey documents have been collected from the office by the group managing that survey, I would expect a report advising the outcome in the near future.</li> <li>❖ Council has received the regular crime report from the Police for the team that cover a large area of Uttlesford which includes this parish, thankfully no reported crimes for Little Easton.</li> <li>❖ Members have received various communications from the District and County Council plus other bodies who support this sector, the remainder of the items are covered by this Agenda.</li> </ul>
<b>21/46</b>	<p><b>FINANCE – RECEIVE STATEMENT &amp; AGREE PAYMENTS – APPOINT AUTHORISER</b>  <b>RESOLUTION</b> – Approve the Finance statement: Proposed Cllr Katy Rodwell, Seconded Cllr Sarah Sidgwick - Unanimous agreement</p> <p>Authoriser appointed - Cllr Fowell</p> <p>Finance statement at <b>APPENDIX A</b></p>
<b>21/47</b>	<p><b>RECEIVE UPDATE ON THE FUTURE RELATIONSHIP BETWEEN Little Easton PC AND THE Memorial Hall Management Committee – AGREE NEXT ACTION</b></p> <p>Cllrs Kary Rodwell and Sarah Sidgwick to be appointed as PC representatives to the MHMC and to attend their next meeting.</p>
<b>21/48</b>	<p><b>PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS</b></p> <p><b>UTT/21/1708/O (Outline Permission) 1200 Homes Land East of Highwood Quarry – Consider response offered by the Planning Working committee, previously circulated to members.</b></p> <p>Response provided by LEPC Planning Working Group committee, considered by the PC and agreed, which response has subsequently been submitted to UDC Planning.  LEPC happy to add their name to the joint PC submission drafted by GDTC Deputy Clerk to be sent to UDC</p> <p><b>UTT/19/1777/FUL - APP/C1570/W/20/3250328</b>  <b>Site Address: Land To The South Of Brick End</b>  <b>Description of development: The change of use of land for the stationing of caravans for residential purposes together with hardstanding and dayroom ancillary to that use and the erection of stables.</b>  <b>Appeal comment date – 20 July</b>  Council to repeat their support to OBJECT but to seek input from neighbouring PC</p>
<b>21/49</b>	<p><b>RECEIVE REVIEW OF MANOR ROAD REPORT PREVIOUSLY CIRCULATED TO MEMBERS – Cllr Sarah Keefe</b>  Agreed to defer to next meeting</p>
<b>21/50</b>	<p><b>RECEIVE UPDATE ON OWNERSHIP OF BRIDGE ACROSS THE PONDS IN PARK ROAD – Clerk</b>  Current indication points to this not being owned by Essex Highways, further clarification needed.</p>

21/51	<p><b>CONSIDER INVITATION TO RENEW MEMBERSHIP OF UALC AT £5</b> Council agreed to payment of fee and joining the Uttlesford Association of Local Councils. CLERK to ACTION</p>
21/52	<p><b>CONSIDER INVITATION TO PARTICIPATE IN LIGHTING A BEACON FOR THE QUEENS PLATINUM JUBILEE 02 JUNE 2022 AT 9:15PM</b></p> <p>Agreed but pending installation of new Beacon, see next item</p>
21/53	<p><b>CONSIDER REPLACING DAMAGED/FALLEN BEACON AND GOING OUT TO TENDER FOR SUPPLY/INSTALLATION</b> <b>21/53(i) SEEK AGREEMENT FROM LAND OWNER PRIOR TO COMMENCING TENDERING PROCESS</b></p> <p>CLERK to ACTION and report back to council</p>
21/54	<p><b>REPRESENTATIVES REPORTS</b> <b>WAR MEMORIAL – Cllr Sarah Keefe – Defer to next meeting</b> <b>MEMORIAL HALL – TBA – Cllrs Katy Rodwell and Sarah Sidgwick to be appointed representatives.</b> <b>21/54 (i)- RECEIVE ANY UPDATE ON PROPOSALS FOR AUTOMATING THE GATE-</b> Defer to next meeting. <b>PLAY AREA – Cllr Rebecca Fowell &amp; Cllr Sarah Keefe –</b> General maintenance on schedule, Goal mouth refurbishment next major project, suggested parish maintenance contractor be asked to review works and report to council. <b>PARISH MAINTENANCE – Cllr Rebecca Fowell –</b> Known works on schedule. <b>PLANNING - LOCAL AND NP – Cllr Sarah Sidgwick –</b> Village Survey Reports being analysed to produce a report. Neighbourhood Plan works on-going. <b>GARDENS OF EASTON LODGE – Cllr Katy Rodwell –</b> To attend opening of Italian sunken garden invitation. <b>COMMUNITY ACTIVITIES – Cllr Sarah Keefe –</b> Defer to next meeting. <b>STANSTED AIRPORT – Cllr Katy Rodwell –</b> No report. <b>HIGHWOODS QUARRY – Cllr Katy Rodwell –</b> Awaiting agreed date for next meeting. <b>FOOTPATHS &amp; HIGHWAYS – Cllr Rebecca Fowell –</b> Pending ECC officer investigation.</p>
21/55	<p><b>RECEIVE UPDATE ON PLAY AREA FENCE REPLACEMENT PROJECT FOR 2021-2022, Quotation details previously circulated to members – AGREE NEXT ACTION</b> <b>Option 1 - £4,121.73 Supply only, £2,145.45 Installation – both prices ex VAT</b> <b>Option 2 - £3,063.01 Supply only, £1,700.00 Installation (Skip £300 if required) – ALL ex VAT</b> <b>Option 3 - 4,410.72 Supply only, £3,285.00 Installation (Skip £280 each, 2 to 3 skips) – ALL ex VAT</b> <b>+ Option 3A - £ 2,195.01 Supply and install gravel boards and bolted gate to frame – ALL ex VAT</b></p> <p>In part due to recent Steel price increases it was suggested Parish Maintenance contractor be invited to tender for works and EALC asked to enquire whether other PCs had experience/need to replace play area fencing/gate and whom engaged to complete - item deferred. CLERK to ACTION</p>
21/56	<p><b>ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA OR IN 5P MAGAZINE</b></p> <p>Agreed council would rotate input to 5P Magazine to ensure it is interesting and relevant, Cllr Sarah Sidgwick to provide input for next magazine.</p>
21/57	<p><b>DATE OF NEXT MEETING(S) – COUNCIL MEETING 28 JULY 2021 – 7pm – 08:23pm</b></p>

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

APPENDIX A

LEPC June 2021 Finance Statement											
Precept		27,355							<b>Budget</b>	<b>Net Ex</b>	<b>Diff +/-</b>
								27,355	4,552	-22,803	
Date	Supplier	Description	Invoice	FPO	Min Ref	Rec	Credit	Debit	VAT	Net	Centre
<b>Opening Balance</b>							42,072.00	0.00		0.00	
02-Jun	MJ Keefe	Stamps & Envelopes - NP	Various	FPO		Y		173.17	6.28	166.89	Admin
10-Jun	Activ Web	Web services	Inv5311	DD		Y		42.00	7.00	35.00	Web
15-Jun	Haven Power	Electricity	Inv0926/0929	DD		Y		47.86	2.28	45.58	Utility
15-Jun	A&J Lighting	Lighting maintenance	inv35216	DD		Y		24.30	4.05	20.25	Lighting
24-Jun	UDC	NP Expenses		BGC		Y	468.96				Income
	Steve's Services	Strim/Water/Matting	Inv5/6/7	FPO				690.00	0.00	690.00	Maintenance
	MDL	Grass cutting	Invs 690/722	FPO				312.00	52.00	260.00	Grass
29-Jun	Cartridgesave - IB	Ink cartridges	InvZB4PSJ	FPO		Y		22.42	3.74	18.68	Admin
28-Jun	Employee	WFH	N/A	SO		Y		26.00		26.00	Admin
29-Jun	Employee	Expenses	N/A	FPO				6.75		6.75	Admin
29-Jun	Employee	Salary	PAYE	FPO				356.35		356.35	Clerk
	ActivWeb - NP	Online village survey	Inv5317	FPO				168.00	28.00	140.00	Admin
	RCCE	Membership subs	yr2021	FPO				52.80	8.80	44.00	Subs
<b>June</b>							42,540.96	1,921.65	112.15	1,809.50	
<b>Opening Balance JULY</b>							40,619.31				

