Little Easton Parish Council

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Minutes of the **Little Easton Parish Annual Council Meeting** held at the **Memorial Hall** on **Wednesday 28 JULY 2021 AT 7PM**

Present: Cllr Sarah Sidgwick (Chair) Cllr Rebecca Fowell Cllr Katy Rodwell
03 members of the public

21/58	**NOTE AND APPROVE APOLOGIES FOR ABSENCE** None declared
21/59	**DECLARATION OF INTEREST FOR THIS MEETING** None declared
21/60	**APPROVE THE MINUTES OF THE MEETING HELD ON 30 JUNE 2021** ***RESOLUTION –*** Approve the minutes as an accurate record: Proposed Cllr Rodwell, Seconded Cllr Fowell – unanimous agreement
21/61	**APPROVE THE APPOINTMENT OF A VICE CHAIRMAN** Unanimous agreement for an appointment **21/61(i) – INVITE NOMINATIONS FOR THE VICE CHAIRMAN AND VOTE ON APPOINTMENT** Cllr Katy Rodwell was duly appointed – unanimous agreement
21/62	**PUBLIC PARTICIPATION SESSION** 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) ❖ 1996 MHMC agreement suggested needs a review, to consider responsibilities of the PC and the Trustees of the Memorial Hall. ❖ Manor Road potholes temporary filled but could benefit from a more permanent solution. Suggested MHMC could contribute towards those repairs. ❖ Lamp for car park gate to enable easier unlocking in the dark. ❖ Does gate continue to serve a purpose, drug dealing sems to have moved outside the locked gate. ❖ CCTV – would such technology strategically placed offer some protection to the car park and Hall whilst aiding identification of those misusing the area. ❖ Alternative gate locking options could be considered. ❖ Gate automation still a consideration, cost estimated at c. £9,000.
21/63	**RECEIVE THE DISTRICT & COUNTY COUNCILLORS REPORTS** No reports available at time of meeting.

21/64	**RECEIVE CLERKS REPORT AND CORRESPONDENCE** Council have received an invitation to comment/ consult on the proposals for the Local Council Tax Support scheme 2022-23 which consultation ends 31 August. Indeed anyone can contribute as the although the scheme was introduced in 2013 supported by 90% funding from central government the scheme is now funded through the precept and not central taxation. The proposal is to maintain the support as per this year with those on the scheme being asked to contribute 12.5% towards their council tax bill. Ref the Stag PH, I have yet to receive the revised date for the Assets of Community Value etc committee meeting to enable the council to attend this time. The Citizens Advice Bureau have advised of a new video-link service operating from the Dunmow library to enable service users to video call the CAB since their offices in Dunmow have closed. Highways have confirmed that the bridge across the ponds in Park Road is privately owned. The planters have received some new planting. The website domain name registration is due for renewal and ActivWeb are handling that for the council. Council has been advised of the 2021 Big Butterfly Count ending 08 August, there is an App to assist. Two matters concerning the new build bungalow built in Glebe Lane. A request for permission to reduce the height of a Poplar tree growing on PC property, it is on the corner of the playingfield and overlooks the new bungalow built in Glebe Lane. And the office has received confirmation of the postal address and post code for the new build
21/65	**FINANCE – RECEIVE STATEMENT & AGREE PAYMENTS – APPOINT AUTHORISER** **AGREE CLERK TO MAKE PAYENTS DURING AUGUST** ***RESOLUTION –*** Approve the Finance statement and for the Clerk to make payments during August: Proposed Cllr Sarah Sidgwick, Seconded Cllr Katy Rodwell - Unanimous agreement Authoriser appointed - Cllr Fowell Finance statement at **APPENDIX A**
21/66	**PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS** **UTT/21/1708/O (Outline Permission) 1200 Homes Land East of Highwood Quarry – Confirmation of PC signing the outline objection letter drafted by GDTC and signed by multiple local parishes** Joint letter of objection signed by- Great Dunmow Town Council Takeley Parish Council Little Canfield Parish Council Little Easton Parish Council Broxted Parish Council Great Easton & Tilty Parish Council

	Thaxted Parish Council **UTT-21-2319-HHF / 2320-LB Spade Cottage, Duck Street** **PROPOSAL: Demolition of rear conservatory and erection of single storey rear extension** **Comment date – 13 August** NO OBJECTION
21/67	**RECEIVE REVIEW OF MANOR ROAD REPORT PREVIOUSLY CIRCULATED TO MEMBERS – Cllr Sarah Keefe (deferred from previous meeting)** Cllr Sarah Keefe provided an executive summary of her report which will be brought forward for final discussion and consideration of any proposed actions at the September meeting.
21/68	**RECEIVE UPDATE ON BEACON REPLACEMENT – CLERK TO ADVISE** Two quotes received, £1,600 and £1,317 – CLERK to confirm any warranty cover and VAT status of both quotes.
21/69	**REPRESENTATIVES REPORTS** **WAR MEMORIAL – Cllr Sarah Keefe** Awaiting comparative quote **MEMORIAL HALL – Cllr Katy Rodwell & Sarah Sidgwick** Attending next MHMC meeting **21/69 (i)- RECEIVE ANY UPDATE ON PROPOSALS FOR AUTOMATING THE GATE** Intimated cost likely to be in the region of £9,000 **PLAY AREA – Cllr Rebecca Fowell & Cllr Sarah Keefe** Agreed to leave Covid related signage on site for the time being **PARISH MAINTENANCE – Cllr Rebecca Fowell** No current works pending; CLERK to confirm whether the current website map is still up to date **PLANNING - LOCAL AND NP – Cllr Sarah Sidgwick** ➢ Call for sites identified sites for 500 homes in Takeley alone. ➢ Recognised a need to minimise the impact of development. ➢ Existing approved development across south of the district, built and un-built, has exhausted the space available and over stretching existing infrastructure. ➢ Infrastructure planning, including water, sewage, roads, health services, schools and employment is non existent. ➢ Demand for the Neighbourhood Plan continues and increasing in urgency to complete. **GARDENS OF EASTON LODGE – Cllr Katy Rodwell** Council representative(s) attending the Italian sunken garden re-opening event **COMMUNITY ACTIVITIES – Cllr Sarah Keefe** ➢ No response to 5P article, suggested provisional date for Family Fun Day & Picnic be set for Sunday 12 September. ➢ The church has approached the PC to combine organisation for July 2022 Her Majesty the Queen Platinum Jubilee celebrations. **STANSTED AIRPORT – TBA** Representative to be appointed, recent decision outcome is open to Appeal. **HIGHWOODS QUARRY – Cllr Katy Rodwell** Awaiting date of next meeting with SRC

	FOOTPATHS & HIGHWAYS – Cllr Rebecca Fowell Way posts missing from FPs to be reported to Highways
21/70	**RECEIVE UPDATE ON PLAY AREA FENCE REPLACEMENT PROJECT FOR 2021-2022, Quotation details previously circulated to members – AGREE NEXT ACTION** **Option 1 - £4,121.73 Supply only, £2,145.45 Installation – both prices ex VAT** **Option 2 - £3,063.01 Supply only, £1,700.00 Installation (Skip £300 if required) – ex VAT** **Option 3 - 4,410.72 Supply only, £3,285.00 Installation (Skip £280 each, 2 to 3 skips) – ex VAT + Option 3A - £ 2,195.01 Supply and install gravel boards and bolted gate to frame – ex VAT** **Option 4 – Confirmed price not available when publishing this agenda.** Defer to September agenda to allow for confirmed pricing of Option 4
21/71	**ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA OR IN 5P MAGAZINE** Cllr Katy Rodwell to complete 5P entry and Cllr Rebecca Fowell the September entry Manor Road - Cllr Sarah Keefe full report
21/72	**DATE OF NEXT MEETING(S) – COUNCIL MEETING 29 SEPTEMBER 2021 – 7pm – CLOSE** 8:29pm

Signed……..Date……..

APPENDIX A

LEPC July 2021 Finance Statement											
Precept	27,355							**Budget**	**Net Exp**	**Diff +/-**	
								27,355	6,783	-20,572	
Date	**Supplier**	**Description**	**Invoice**	**FPO**	**Min Ref**	**Rec**	**Credit**	**Debit**	**VAT**	**Net**	**Centre**
Opening Balance							40,619.31	0.00		0.00	
16-Jul	Haven Power	Electricity	Inv 2672/2673	DD		Y		46.23	2.20	44.03	Utility
15-Jul	A&J Lighting	Lighting maintenance	35305	DD		Y		24.3	4.05	20.25	Lighting
12-Jul	ActivWeb	Web Services	5461	DD		Y		42.00	7.00	35.00	Web
16-Jul	BHIB Insurance	Insurance	505680	FPO		Y		717.27		717.27	Admin
	EALC	Training	192/331/352	FPO				324.00	54.00	270.00	Training
	Employee	WFH	N/A	SO		Y		26.00		26.00	Admin
	Employee	Expenses	N/A	FPO				4.50		4.50	Admin
	Employee	Salary	PAYE	FPO				356.55		356.55	Clerk
	Steve's Services	Water/Plants/Strim	8/9/10/11	FPO				490.00		490.00	Maintenance
06-Jul	UALC	Subscription	N/A	FPO		Y		5.00		5.00	Subs
16-Jul	HMRC	Q1 Tax	PAYE	FPO		Y		262.20		262.20	Clerk
July							40,619.31	2,298.05	67.25	2,230.80	
Opening Balance	**AUGUST**						38,321.26				