

Little Easton Parish Council

IAN BROWN
Parish Clerk
& Responsible Financial Officer
Email: Iteastonclerk@gmail.com

72 ST. EDMUNDS FIELDS
GREAT DUNMOW
ESSEX CM6 2AN
Tel: 01371 871 641

Minutes of the **Little Easton Annual Council Meeting** held at the **MEMORIAL HALL** on **WEDNESDAY 29 JUNE 2022 AT 7:00PM**

Councillor	Attendance
Cllr Sarah Sidgwick (Chair)	YES
Cllr Katy Rodwell (Vice Chair)	NO
Cllr Rebecca Fowell	YES
Cllr Stephen Sidgwick	YES
Dist Cllr Michael Tayler	NO
Cnty Cllr Martin Foley	YES

04 member(s) of the public
 Clerk – Mr Ian Brown

22/38	<p>NOTE AND APPROVE APOLOGIES FOR ABSENCE Cllr Katy Rodwell – holiday, Dist Cllr Michael Tayler – prior engagement RESOLUTION – Approve apologies for absence; Proposed Cllr Sarah Sidgwick, Seconded Cllr Rebecca Fowell – Unanimous approval</p>
22/39	<p>DECLARATION OF INTEREST FOR THIS MEETING None declared</p>
22/40	<p>APPROVE THE MINUTES OF THE MEETING HELD ON 25 MAY 2022 RESOLUTION – Approve minutes of the meeting held on 25 May 2022, note finance statement entry corrected; Proposed Cllr Stephen Sidgwick, Seconded Cllr Rebecca Fowell – Unanimous approval</p>
22/41	<p style="text-align: center;">PUBLIC PARTICIPATION SESSION</p> <p>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)</p> <ul style="list-style-type: none"> ➤ Request for PC to consider providing funding to support the Defibrillator running costs, Item 22/45 will cover this request. ➤ Request to understand why the parish precept was increased to the current level for 2022-2023 and a suggestion the council could improve its communication with the residents – Chair advised proposed budget spend to include Zip wire refurbishment, play area fencing renewal, war memorial maintenance, three year tree works, planning and legal costs. ➤ Sad to witness Cherry tree adjacent to the Memorial Hall has been felled but now understand the Arborist report advised it was diseased and should be removed.
22/42	<p>RECEIVE THE DISTRICT & COUNTY COUNCILLORS REPORTS</p> <p>Cnty Cllr Martin Foley – Full report APPENDIX A</p>

<p>Cllr Foley left the meeting at 7:50pm</p>	<ul style="list-style-type: none"> ➤ Resident’s concern over large Horse Chestnut tree outside their property, reported to ECC who have inspected the tree and will complete a climbing inspection to better confirm its condition. ➤ Covid spiking across the district. ➤ Crime – stolen manhole covers for scrap value is escalating producing a danger for road users; MUST be reported to the Police immediately when a missing manhole cover is spotted; suppliers working on a heavy duty “plastic” alternative. ➤ Local Plan – the “call for sites” has stimulated 299 sites to be put forward. ➤ Suggestion still maintains that one large site should be included. ➤ Local plan delayed as another large site has been proposed. ➤ UDC tasked by central government to build 14,000 homes over the period.
<p>22/43</p>	<p>NOTE CLERKS REPORT AND CORRESPONDENCE</p> <p>Report at APPENDIX B</p>
<p>22/44</p>	<p>FINANCE – RECEIVE STATEMENT & AGREE PAYMENTS – APPOINT AUTHORISER RESOLUTION – Approve the finance statement and payments: Proposed Cllr Sarah Sidgwick, Seconded Cllr Stephen Sidgwick – unanimous agreement</p> <p>Finance statement at APPENDIX C</p> <p>Appointed Authoriser – Cllr Rebecca Fowell</p> <p>22/44(i) – APPROVE UPDATE TO SECTION 4.1 and para 6 OF FINANCIAL REGULATIONS TO REFLECT GUIDANCE REPORTED IN THE INTERNAL AUDIT REPORT RESOLUTION – Approve the updates to the Finance Regulations: Proposed Cllr Rebecca Fowell, Seconded Cllr Sarah Sidgwick – unanimous agreement</p> <p>22/44(ii) – OUTCOME OF STAFF APPRAISAL, RECOMMENDATIONS Deferred to July meeting</p> <p>22/44(iii) – APPROVE CLERK DELEGATED POWERS OF PAYMENT WHEN COUNCIL NOT MEETING OR UNABLE TO PROCEED DUE TO BEING INQUORATE RESOLUTION – Approve Clerk’s delegated powers of payment when council not meeting or unable to proceed due to being inquorate providing supporting documents provided to the members electronically: Proposed Cllr Rebeca Fowell, Seconded Cllr Sarah Sidgwick – unanimous agreement</p> <p>22/44(iv) – CONSIDER THE ADOPTION OF EARMARKED RESERVES AND REMOVE FROM GENERAL RESERVES INCLUDING THE CREATION OF A THREE YEAR PLAN Deferred to July meeting</p>
<p>22/45</p>	<p>CONSIDER REQUEST TO OFFER A SMALL GRANT TOWARDS THE DEFIBRILLATOR OPERATING COSTS - £100</p> <p>MOTION – Parish Council to meet the on-going cost of the Defibrillator consumables (pads and battery) once the current Defibrillator management fund of circa £240 is spent: Proposed Cllr Sarah Sidgwick, Seconded Cllr Stephen Sidgwick – Unanimous approval</p>
<p>22/46</p>	<p>CONSIDER APPROVAL TO ALLOW A BOUNCY CASTLE TO BE ERECTED ON THE PLAYING-FIELD FOR A CHILDRENS PARTY AT THE MEMORIAL HALL ON 03 JULY RESOLUTION – Approve the erection of a bouncy castle on the playing-field adjacent to the Memorial Hall on Sunday 05 July for the duration of a children’s celebration providing all risks are covered by the hirer or supplier and there is no damage to the cricket field: Proposed Cllr Sarah Sidgwick, Seconded Cllr Stephen Sidgwick – unanimous agreement</p>

	CLERK to convey decision and conditions to the requestor
22/47	<p>CONFIRM DECISION ON WHETHER TO PLACE THE LECC LEASE ON THE PC WEBSITE RESOLUTION – Approve the decision to place the LECC Lease on the PC website: Proposed Cllr Stephen Sidgwick, Seconded Cllr Rebecca Fowell – unanimous agreement</p> <p>CLERK to ACTION</p>
22/48	<p>PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS OR APPEALS AND OUTCOMES</p> <p>Easton Park 1200 Homes Appeal hearing commences 05 July at the repurposed Winfresh site in Little Canfield</p> <ul style="list-style-type: none"> ➤ Cllrs Sarah Sidgwick and Katy Rodwell to attend the Appeal Inquiry on 05 July and arrange to speak at a relevant section of the Appeal ➤ Dist Cllr Michael Tayler and Cnty Cllr Martin Foley to attend the Inquiry ➤ Mr Andy Dodsley to attend and speak ➤ Inspector may well drive around the parish, therefore the Easton Park related banners will be put up around the village for the duration of the Appeal and then removed
22/49	<p>CONSIDER ANY ACTION IN RESPONSE TO A RESIDENT’S HUNT RELATED COMPLAINT – EVENTS SHOWN ON ESSEX HUNT WEBSITE Request for continued monitoring and reporting to the PC</p>
22/50	<p>APPROVE ACTION TO REMOVE REMAINING LEAVES FROM PLAYINGFIELD EAST BOUNDARY AT £300 RESOLUTION – Approve the removal of the accumulated leaves and rubble beneath to enable future mowing: Proposed Cllr Rebeca Fowell, Seconded Cllr Sarah Sidgwick – unanimous agreement</p>
22/51	<p>CONSIDER WORKS TO REMOVE ORIGINAL BEACON POLE AND MAKE GOOD Cllr Sarah Sidgwick to contact the land owner at the next CoW planning meeting</p>
22/52	<p>CONSIDER AND APPROVE BENCH MAINTENANCE WORKS CURRENTLY QUOTED BY PARISH MAINTENANCE CONTRACTOR AT £75 PER BENCH INCLUDING SANDING & BARN PAINT Invite contractor to complete works with the appropriate materials, whether Bedec paint, Oils or Hammerite (metal)</p>
22/53	<p>CONSIDER AND APPROVE PLANTER MAINTENANCE WORKS CURRENTLY QUOTED BY PARISH MAINTENANCE CONTRACTOR AT £40 PER PLANTER, TO WASH DOWN AND APPLY TWO COATS OF BEDEC BARN PAINT RESOLUTION – Approve planter maintenance works, apply two coats of Bedec green paint: Proposed Cllr Sarah Sidgwick, Seconded Cllr Rebeca Fowell;– unanimous agreement</p>
22/54	<p>CONSIDER PURCHASE OF CHERRY TREE TO REPLACE DISEASED TREE RECENTLY REMOVED Research further the suitable species and when to plant</p>
22/55	<p>RECEIVE PROGRESS UPDATE ON THE IT CHANGES ALONG WITH ACQUISITION OF MICROSOFT 365 LICENCES FOR COUNCILLOR USE Seeking alternative quote to compare with what is a sizeable current quote</p>
22/56	<p>REPRESENTATIVES REPORTS – RESPONSIBILITIES MAY CHANGE WAR MEMORIAL – Cllr Stephen Sidgwick – Cllr Stephen Sidgwick and Cllr Katy Rodwell to inspect the memorial and draft repair / maintenance schedule of works to enable an invitation to tender</p>

	<p>MEMORIAL HALL – Cllr Katy Rodwell & Sarah Sidgwick – No report this month</p> <p>PLAY AREA – Cllr Rebecca Fowell – Safety report highlights, Zip line in urgent need of further inspection by the manufacturer, to be temporarily disabled from use; Goal mouth repairs and play area fencing to be repaired / replaced.</p> <p>22/56 (a) – APPOINT CLLRS TO ATTEND FORMAL PLAY AREA INSPECTION TRAINING – Cllrs Rebecca Fowell and Katy Rodwell invited to attend sector training offered by EALC when next available.</p> <p>PARISH MAINTENANCE – Cllr Rebecca Fowell & Cllr Katy Rodwell – Nothing to report</p> <p>PLANNING - LOCAL PLAN – Mr Andy Dodsley continues to attend all meetings and is part of the Local Plan Leadership Group; he believes it is necessary to re-energise the community to re-engage with the discussion, as previously there will be a stand at the Countess of Warwick Show.</p> <p>GARDENS OF EASTON LODGE – Cllr Katy Rodwell – No report; note representative invited to make contact with the Gardens to agree future announcements.</p> <p>COMMUNITY ACTIVITIES – VACANT</p> <p>HIGHWOODS QUARRY – Cllr Katy Rodwell – No report</p>
22/57	<p>CONSIDER THE SOLICITOR’S RESPONSE TO LAND REGISTRY ENQUIRY CONCERNING PLAYINGFIELD BOUNDARY</p> <p>Land is registered with Land Registry, boundary is shown; situation to be monitored</p>
22/58	<p>CONSIDER APPLICATION TO COMMUNITY INITIATIVES FUND FOR PLAY AREA FENCING RENEWAL AND PLAYING-FIELD KERB BOUNDARY – BOTH WILL REQUIRE SPECIFICATION DRAFTING TO GO OUT TO TENDER</p> <p>Agreed to seek like for like replacement costs from up to three contractors. Cllr Sarah Sidgwick to provide contact details of one known contractor, existing parish maintenance contractor will be approached, a suitable third to be sought.</p> <p>CLERK to ACTION</p>
22/59	<p>ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA</p> <p>22/59(i) APPOINT CONTRIBUTOR TO 5P MAGAZINE</p> <p>Request for Cllr Stephen Sidgwick previously cancelled submission be entered this month</p>
22/60	<p>DATE OF NEXT MEETING(S) – 27 JULY 2022 – 7pm – CLOSE – 9pm</p>

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

APPENDIX A

ECC update June 22 – Cllr Martin Foley

Although understandably from an ECC/ LEPC point of view Highways has been a major part of our conversations around Little Easton over the last twelve months, As you might expect I have been involved in most aspects of ECC matters, for instance....

Youth

I was made Chair of The Youth Strategy Group (Uttlesford Area) and have ECC/UDC outreach workers liaison ,Youth Clubs, Drugs Issues and Youth Funding etc ... It may surprise you that funding on youth in ECC has since 2010 been cut by 78% and I have been speaking out against this , tabling motions and getting cross party agreement for a review which has already some success with extra funding going to youth projects. This is at a time when there are concerns about children's mental health post covid cost of living crisis looming and online bullying

My motion was the subject of a BBC Radio Essex programme recently which if you are interested can hear on...
<https://www.bbc.co.uk/sounds/play/p0c2hw92>

From about 17.45 to 35.00 is the main part. (apologies for my stutter. A childhood phenomena which returns under stress or when I get passionate about something)

Health

I am involved with Health Committees @ ECC and have been highlighting the terrible delays at A&E particularly in Harlow this year which as well as keeping my parishes updated with Covid details up until recently . Part of my County Ward looks towards Chelmsford and Harlow as the local go-to hospital whilst other parts look to Cambridge. Together with Dr Mike Tayler and County Cllr Gadd of Saffron Walden we pressed and got agreement that residents will have the choice to go to either still... as it looked at one point everybody in UDC are would all go to the same.

Crime

My County Ward is one of the most rural and has been particularly targeted by road drain cover thieves and the Stealing of catalectic converters this year. If you became aware of either please contact the police, in the case drain covers ECC Highways as well. I have met most of the police now in my 18 parish councils and found them helpful.

Education

In the Autumn I will be visiting local schools with ECC officers and in some cases UDC officers with some environmental projects that we are putting together right now.

Adult social care

Here is a huge part of ECC work...personally I feel we need to respond much better to increasing social care demands within this new challenging financial environment – by being innovative and resourceful in finding more sustainable solutions to social care, working together across parties and with other agencies to meet the real needs of our residents.

Highways Issues

To follow...

APPENDIX B

CLERKS REPORT AND CORRESPONDENCE LEPC

29 JUNE 2022

Advised the Stag PH was reopening in August.

On behalf of the council I attended the SLCC AGM & briefing day and training day, the briefing was on the matter of Operation London Bridge – the death of the Monarch, I have advised ActivWeb what is required on the website. The training section covered personalities...

The office was pressed again as to when the War Memorial refurbishment was to commence, I explained that council were drafting a schedule of works to go out to tender.

Council will note the sad demise of the old cherry tree due to disease, however, the Arborist has suggested the council plant a younger flowering cherry tree in its place but not of same genus due to ground infection.

The Gardens of Easton Lodge have requested the council representative, Cllr Katy Rodwell, make contact with them to plan future announcements.

Error in May finance statement, item showing as costing £5,051 when in fact it was £5.51, the month end bank reconciliation identified the error and was corrected, a resident also very kindly pointed it out to me.

A resident raised a concern over a large tree outside their property, they are fearful it might be about to fall onto their property which they say would demolish it, it is opposite the Church in Park Road, Cllr Martin Foley has escalated the matter internally with Highways as it sits on Essex land.

Members have received various communications from the District and County Council plus other bodies who support this sector, such as the Police, the remainder of the items are covered by this Agenda.

APPENDIX C

LEPC June 2022 Finance Statement							Budget	Net Exp	Diff +/-	
Precept		32,364					32,364	5,060	-27,303	
Date	Supplier	Description	Invoice	FPO/Min Ref	Rec	Credit	Debit	VAT	Net	Centre
Opening Balance						56,570.86	0.00		0.00	
06-Jun	DRAX Energy supply	Electricity	67339	DD	Y		90.04	4.29	85.75	Utility
10-Jun	Activ Web	Web services	7369	DD	Y		42.00	7.00	35.00	Web
15-Jun	A&J Lighting	Lighting maintenance	36269	DD	Y		24.30	4.05	20.25	Lighting
30-Jun	MD Landscapes	Grass cutting	968	FPO	Y		168.00	28.00	140.00	Grass
30-Jun	Steve's Gardening Serv	Parish maintenance	11 to 15 of 2022	FPO	Y		450.00		450.00	PM
30-Jun	Playsafety Ltd	Safety inspection	63296	FPO	Y		105.00	17.50	87.50	Play area
30-Jun	SLCC - IB	Subscription	239768-1	FPO	Y		57.00		57.00	Subs
14-Jun	Jenny Green	Jubilee expenses	Various	FPO	Y		315.17		315.17	Grant
28-Jun	Employee	Salary	PAYE	FPO	Y		387.85		387.85	Clerk
30-Jun	Employee	Expenses	N/A	FPO	Y		24.16		24.16	Admin
28-Jun	Employee	WFH	N/A	SO	Y		26.00		26.00	Admin
24-Jun	ECC	Jubilee grant	N/A	BGC	Y	479.18				Income
June						57,050.04	1,689.52	60.84	1,628.68	
Opening Balance						55,360.52	0.00		0.00	