

Finchingfield Parish Council

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Minutes of the **ANNUAL COUNCIL MEETING** of Finchingfield Parish Council held at **FINCHINGFIELD VILAGE HALL** on **THURSDAY 20 MAY 2021 AT 7:30 PM**

Present: Cllr David Coverdale Cllr Claire Collins Cllr Sheila Considine Cllr Hamish Debnam-Sharp
Cllr Desmond Lawton Cllr Robert Stanger Cllr Roger Duffin Cllr Sam Denman
Cllr Johnny Martin Smith
County Cllr Butland
District Cllr Tattersley
01 Members of the public

21/18 APPOINT A CHAIRMAN FOR THE YEAR 2021-2022

Cllr Claire Collins duly appointed as Chairman for the year 2021-2022 – Majority carried

21/18 (i) APPOINT A VICE CHAIRMAN FOR THE YEAR 2021-2022

A round of nominations and associated votes found Cllr Johnny Martin Smith duly appointed with a supporting vote from four members of the council. Remaining candidates received three and two votes retrospectively.

21/18 (ii) CONFIRM APPOINTMENTS TO THE FINANCE COMMITTEE

Members agreed as Cllr Claire Collins, Cllr David Coverdale, Cllr Sheila Considine and Cllr Robert Stanger

21/18 (iii) CONFIRM APPOINTMENTS TO CHE PLAYINGFIELD COMMITTEE

Members agreed as Cllr Hamish Debnam-Sharp, Cllr Sheila Considine and Cllr Johnny Martin Smith

21/18 (iv) CONFIRM APPOINTMENTS TO STAFFING COMMITTEE

Members agreed as Cllr David Coverdale, Cllr Sheila Considine and Cllr Hamish Debnam-Sharp

21/18 (v) CONFIRM REPRESENTATIONS AS LISTED BELOW

PARKING – Cllr Sam Denman and Cllr Johnny Martin Smith

FOOTPATHS – Cllr Claire Collins and Cllr Hamish Debnam-Sharp

SPEEDING & NOISE – Cllr David Coverdale and Cllr Sam Denman

POND & SLUICE GATES - Cllr David Coverdale, Cllr Claire Collins and Cllr Robert Stanger

PLANNING – Cllr David Coverdale, Cllr Claire Collins and Cllr Roger Duffin

EMERGENCY PLANNING – Cllr Johnny Martin Smith and Cllr Sam Denman

OPEN SPACES – Cllr Sheila Considine and Cllr Robert Stanger

PARISH MAINTENANCE – Cllr Sheila Considine and Cllr Roger Duffin

21/19	NOTE AND APPROVE APOLOGIES FOR ABSENCE None provided
21/20	DECLARATION OF INTEREST FOR THE MAY MEETING None declared
21/21	APPROVE MINUTES OF THE MEETING HELD ONLINE 27 APRIL 2021 RESOLUTION to Approve the minutes as a correct and appropriate record: Proposed Cllr Coverdale, Seconded Cllr Collins – unanimous agreement
21/22	PUBLIC PARTICIPATION SESSION This provides an opportunity for members of the public to raise questions about and comment on items on the agenda or of import. Time for this session is limited to 15 minutes (03 minutes per person per item) A matter relating to the Trust will be discussed at the next Trust meeting

<p>21/23</p>	<p>DISTRICT & COUNTY COUNCILLORS REPORTS</p> <p>Dist Cllr Peter Tattersley advised the Horizon120 development was progressing and should prove a beneficial source of employment.</p> <p>Cnty Cllr Graham Butland shared the following:-</p> <ul style="list-style-type: none"> ➤ Congratulated the PC for a full compliment of members. ➤ The new administration at County Hall, led by Kevin Bentley with Louise McKinley as Deputy Leader. ➤ Implementing an Action Plan across three main areas, 1) Renewal, Coming in the wake of the pandemic the focus of this strand to include business and employment. 2) Equality, focussing on educational achievement and improvement to include child and women’s safety and overall mental health. 3) Ambition, a focus on achieving positive climate change aspirations and working more efficiently across the three tiers of local government. ➤ Cllr Butland has been invited to become a member of the Cabinet tasked with delivering these three core objectives.
<p>21/24</p>	<p>CLERKS REPORT AND CORRESPONDENCE</p> <p>The office continues to receive complaints of noise, inconsiderate parking and some anti social behaviour as a result of the large number of visiting two and four wheel vehicles, which have been forwarded to members.</p> <p>I received correspondence from a resident of CHE expressing their concern over an item in April’s minutes suggesting the playingfield in CHE might or could be considered for use for 5 a side football and that firstly the residents of CHE need to be consulted on any such suggestions or change of use of the CHE playingfield. The office replied to explain the notion was in relation to the Pony Field in Finchingfield and not the playing field in CHE.</p> <p>Whilst the matter is being covered later in the agenda, however, I have received expressions of concern and objection to the proposed bus cage installation at Berners Place.</p> <p>I received a complaint that the public toilet soap dispensers were running low, they have been refilled; similarly a complaint that the toilets smelt and would the council consider installing some form of automated air freshener.</p> <p>The remainder of the matters are covered under items on the Agenda.</p>
<p>21/25</p>	<p>FINANCE – RECEIVE FINANCIAL STATEMENT – APPROVED BY FINANCE COMMITTEE APPOINT AUTHORISER</p> <p>RESOLUTION Finance statement approved for payment: Proposed Cllr Lawton, Seconded Cllr Stanger – unanimous agreement Cllr Coverdale to Authorise</p> <p>Finance statement at APPENDIX A</p>
<p>21/26</p>	<p>CONSIDER PLANNING APPLICATIONS AND APPEALS, CURRENT ITEMS LISTED BELOW</p> <p>21/01377/PLD – INFORMATION PURPOSES ONLY, REQUEST FOR PERMITTED LAWFUL DEVELOPMENT DESCRIPTION : Single storey side extension, single storey rear extension, construction of garage, construction of summer house, insertion of rooflights, new hardstanding and parking spaces constructed in porous material, removal of existing porch, alterations to fenestration, change of existing roof covering.</p>

LOCATION : Castle Cottage Howe Street Finchingfield Essex CM7 4JB

The proposed development is maximising the opportunities allowed under 'Permitted Lawful Development' legislation to the point where it may cross the line of what is allowed, the proposal warrants the closest of scrutiny against the guidelines. The proposed development appears very close to the neighbour's property and takes no account of the impact of the 'street scene' of this small unspoilt hamlet which will be adversely impacted by this development.

Reference: 21/01528/HH

Proposal: Proposed extension of existing vehicular access.

Location: Brook House, Duck End, Finchingfield

Comment date 09 June

[21/01528/HH | Proposed extension of existing vehicular access. | Brook House Duck End Finchingfield Essex CM7 4NE \(braintree.gov.uk\)](#)

NO OBJECTION – CLERK to ACTION

21/27
Cllr
Lawton
left the
meeting

**RECEIVE FEEDBACK FROM APPOINTED REPRESENTATIVES
PARKING – Cllr Lawton**

- Cllr Denman – Resident offered use of land in Spains Hall Rd for car parking, a 28 day parking free zone was suggested, however, North Essex Parking Partnership cannot offer guaranteed enforcement.
- Suggested the PC could rent or purchase the land on offer to operate the car park.
- Suggested push back of the earth bank at the Causeway to improve on-road parking and ability for vehicles exiting the meadow parking opposite (if taken up); Cllr Coverdale pointed out this land was common land and unlikely to be released for such purpose.
- Agreement that a suggested pilot by Cllr Considine be established to test take up of “out of centre” parking by offering car parking at the Medical Centre and the land on offer in Spains Hall Road – unanimous agreement for such a trial from members.
- Appropriate signs to be priced by Cllr Denman and forwarded to the Clerk for circulation to members for approval along with proposed locations. Cllr Considine suggest printed.com as suitable source of supply.
- Zoom meeting being established with NEPP to progress current yellow line application.
- Suggestion to pursue authority to alter the road surface to such as cobblestones at Coachmans Mead.
- Request to consider traffic calming measures at main access routes to the village via the installation of such as chicanes and or changing speed limits to 20mph for central area of the village.
- Clerk and Cnty Cllr Butland to liaise with LHP applications for speed limit and chicane restrictions, Cllr Denman to liaise with Cllr Butland.

21/27 (i) – CONSIDER FEEDBACK FROM THE NEPP REF. PARKING OUTSIDE THE FOX INN AND RELATED SOCIAL MEDIA POSTINGS

Not covered

FOOTPATHS – Cllr Collins

All reported cases now repaired

SPEEDING & NOISE – Cllr Coverdale

No further meetings with neighbouring parish councils, awaiting response from local Community Speedwatch Group.

Cllr Denman suggested use / hire of noise monitoring equipment from such as BDC and or private hire.

21/28

RECEIVE UPDATE FROM THE CHE PLAYINGFIELD COMMITTEE – Cllrs Considine and Debnam-Sharp

Swing seats replaced, pending annual inspection

Licence pending approval by land owners, land sale no longer an option

21/29

RECEIVE UPDATE ON THE POND AND MILL GATES REFURBISHMENT PROJECT

Two quotations received to date, Environment Agency officers to agree date for site meeting – CERK to circulate quotations to new Cllrs and chase EA for meeting date

21/30	RECEIVE UPDATE ON FINGERPOST INSTALLATION Pending submission to Highways confirming no Utilities located beneath the proposed site and subsequent application forwarding to Essex Legal Services.
21/31	RECEIVE UPDATE ON THE PROPOSED CLEANING AND REPAIR OF THE WAR MEMORIAL One quotation received, costly exercise quite probably requiring grant funding, additional quotations to be sought. Cllr Roger Duffin and Cllr Johnny Martin Smith to pursue additional contractors to quote
21/32	CONSIDER REQUEST FOR INSTALLATION OF TWO ADDITIONAL LITTER BINS Cllr Stanger – Advised Clerk of the approach to BDC to supply and fit two additional bins at £180 per bin Members discussed, majority agreed proposal – CLERK to ACTION
21/33	COMMENT ON PROPOSALS FOR BUS CAGE INSTALLATION ADJACENT TO BERNERS PLACE Touched upon, time limitations dictated this and all remaining items to be carried forward to next meeting
21/34	RECEIVE UPDATE ON OIL LEAK CLEAN UP OPERATIONS – Not covered, deferred
21/35	PROGRESS IDEAS FOR THE FUTURE OF THE PONY FIELD - Not covered, deferred
21/36	ITEMS OF REPORT OR TO BE CONSIDERED FOR NEXT AGENDA Items in this Agenda from 21/33 will be carried forward to future Agenda. Reporting council “Wins” and agreeing Representation for Communication to advise the Office as the official communication channel. Research alternative interest bearing accounts protected via FSCS for council reserves.
21/37	DATE OF NEXT MEETING – 29 JUNE 2021 – CLOSE – 9:30pm

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

APPENDIX A

BACS and Debit List May 2021 Pt1									
Date	Payee	Description	Invoice No	BACS	Account	Amount	Net	VAT	Ccentre
	A Bagnall	Various maintenance	5282	BP	Community	£273.95	£273.95	£0.00	Parish
	Amazon - IB	Hand Soap	135322	BP	Community	£18.99	£15.82	£3.17	FVHall
	Calor Gas	Standing Charge	34473082	DD	Community	£17.99	£17.13	£0.86	SField
	Community Heartbeat	Defibrillator supplies	8571	BP	Community	£48.00	£40.00	£8.00	Parish
	Lawn Doctor	Sportsfield Fertiliser	2288	BP	Community	£966.00	£805.00	£161.00	SField
	MDL	Grass cutting-Sportsfield	670	BP	Community	£98.00	£82.00	£16.40	SField
	MDL	Grass cutting - Parish	669	BP	Community	£608.40	£507.00	£101.40	Parish
	ZOOM - IB	Subscription	80344	BP	Community	£14.39	£11.99	£2.40	Parish
	Employee	WFH	N/A	BP	Community	£26.00	£26.00	£0.00	Parish
	Employee	Expenses-Travel	N/A	BP	Community	£7.20	£7.20	£0.00	Parish
	Scribe	Accounting System	1846	BP	Community	£582.00	£485.00	£97.00	Parish
		TOTAL				£2,660.92	£2,271.09	£390.23	
Date	Payee	Description	Invoice No	DD	Account	Amount	Net	VAT	Ccentre
10/05/2021	British Gas	Toilets Electricity	1570593	DD	Community	£22.18	£21.12	£1.06	Toilets
17/05/2021	Anglian Water	Toilets Water	1015667	DD	Community	£3.00	£3.00	£0.00	Toilets
17/05/2021	EoN	Street Lighting	H19C91E2F7	DD	Community	£79.98	£76.17	£3.81	Parish
18/05/2021	Anglian Water	Pavilion water	115787988	DD	Community	£13.00	£13.00	£0.00	SFld
20/05/2021	A&J Lighting	Annualised maintenance	35156	DD	Community	£37.22	£31.02	£6.20	Parish
		TOTAL Debits				£155.38	£144.31	£11.07	
		TOTAL Expenses				£2,816.30	£2,415.40	£401.30	
Account	Balance								
Community 40186910	£54,798.75		Signed _____				Date _____		
Base Rate Reward 53301885	£27,517.35								
Total	£82,316.10								
			Minute Item _____						
Income					FVH	£25,616.20			
Parish					FVH Save	£25,094.09			
PAYER	DESCRIPTION	METHOD	AMOUNT		SportsFld	£20,603.60			
Barclays	Bank Interest	BGC Txfer	£0.25		CHE	£3,470.59			
BDC	Precept Pt1 + Surplus 607	BGC Txfer	£22,978.00						
BDC	Street Scene contract	BGC Txfer	£4,120.19						
		TOTAL	£27,098.44						