

# Finchingfield Parish Council

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All members of the Council are summoned to attend the **COUNCIL MEETING OF FINCHINGFIELD PARISH COUNCIL** to be held in **FINCHINGFIELD VILLAGE HALL** on **27 JULY 2021 AT 6:30PM** for the transaction of the business as set out below.

PLEASE NOTE – Please consider wearing a mask but it is not mandatory; doors and windows will be open, hand sanitiser will be available upon entry.

## AGENDA

21/55	NOTE AND APPROVE APOLOGIES FOR ABSENCE	(VOTE)
21/56	DECLARATION OF INTEREST FOR ANY ITEMS ON THE AGENDA	
21/57	APPROVE MINUTES OF THE MEETING HELD ON 29 JUNE 2021	(VOTE)
21/58	CO-OPTION – RECEIVE PRESENTATIONS FROM THOSE INTERESTED IN JOINING THE COUNCIL FOLLOWED BY THE COUNCILS VOTE WITH THE CANDIDATE RECEIVING THE MAJORITY OF VOTES SELECTED	(VOTE)
21/59	<p style="text-align: center;"><b>PUBLIC PARTICIPATION SESSION</b></p> <p>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)</p>	
21/60	RECEIVE DISTRICT & COUNTY COUNCILLORS REPORTS 21/60(i) – Comment on Boundary Commission review, details previously circulated to members	
21/61	RECEIVE CLERKS REPORT AND CORRESPONDENCE	
21/62	FINANCE – RECEIVE FINANCIAL STATEMENT – ASSOCIATED INVOICING PREVIOUSLY PROVIDED TO MEMBERS CONFIRM AUTHORISER AUTHORISE CLERK TO RAISE PAYMENTS DURING AUGUST	(VOTE)
21/63	CONSIDER PLANNING APPLICATIONS AND APPEALS, CURRENT ITEMS LISTED BELOW  Reference: 21/02033/HH Proposal: Erection of two-storey rear extension, demolition of existing garage and re-roofing of existing dwelling. Location: Fox Barn, The Green, Finchingfield Comment date – 29 July  21/63(i) Receive feedback/highlights from meeting with Hill Group reference development of 50 Houses on Land West of Bardfield Road.	
21/64	RECEIVE FEEDBACK FROM APPOINTED REPRESENTATIVES – <i>VOTE REQUIRED WHERE NECESSARY</i> PARKING – Cllr Sam Denman & Cllr Johnny Martin Smith – With reference to the document previously circulated to members – Parking working group July 2021 update  21/64(i) – Receive feedback from the Spains Hall Estate out of village centre parking trial held during July.  21/64(ii) – Do members support the purchase of 4 temporary freestanding signs and associated posters to help direct visitors to the available parking (both for the pilots and for general use in directions to available parking) at a total cost Incl VAT of £816. The recommendation is for the initial trial to be extended over every weekend until the end of September.  21/64(iii) - If the agreement is to proceed with the purchase as posed in 21/64(ii) there is a question of safe overnight storage and transport to and from that storage. If necessary members to discuss and agree storage and transport.	

21/64 (iv) – Consider Approval for the placing of North Essex Parking Partnership (NEPP) summaries on the PC website.

21/64(v) – Consider approval for “scheme” submissions to the Local Highways Panel (LHP), requiring County Cllr support. Schemes to include the following:-

- White “village sign gates” at entrance(s) to the village.
- A trial of “Chicanes” at main entrances to the village.
- Erection of permanent parking indication signs at main entrances to the village.
- Request for study to alter various speed limits entering the village and within the village centre.
- Re-application of worn Keep Clear road markings at entrance to Coachmans Mead, this action is in replacement of the original recommendation for the installation of cobblestones which was deemed likely to fail due to expense and challenges for wheelchair/mobility scooter users.

21/64(vi) – Proposed alterations to The Causeway unlikely to proceed due to land status, suggestion to record outcome of that recommendation on the dedicated Parking section of the PC website.

21/64(vii) – Proposed development for off street parking on free land adjacent to Street Farm Barns, now deemed unlikely to proceed, suggestion to record outcome on the Parking section of the PC website.

21/64(viii) – Request the Sportsfield Trust and Eastlight Homes be approached to consider expanding parking opportunities on their land.

21/64(ix) – Receive update on the yellow line application.

21/64(x) – Consider formulation of a “Parking” standing committee of the council, as opposed to a “working group”, with agreed terms of reference to be presented at the September PC meeting.

21/64(xi) – Receive report entitled “Longer Term Vision for Parking in Finchingfield” (full report to be attached to the Minutes) including Noise and Air Pollution, Residents engagement and post Bridge works/50 Houses development.

FOOTPATHS – Cllr Collins & Cllr Hamish Debnam-Sharp – To receive report on the on-going closed/repared or new complaints

SPEEDING & NOISE – Cllr Coverdale & 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 – To receive feedback on initial review of current Emergency Plan

OPEN SPACES – Cllr Sheila Considine and Cllr Robert Stanger – To receive report on on-going, closed or new complaints/observations/suggestions

PARISH MAINTENANCE – Cllr Sheila Considine and Cllr Roger Duffin - To receive report on on-going, closed or new complaints/current works/suggestions

21/65 RECEIVE UPDATE FROM THE CHE PLAYINGFIELD COMMITTEE – Cllrs Considine and Debnam-Sharp

21/66 RECEIVE UPDATE ON THE PROPOSED CLEANING AND REPAIR OF THE WAR MEMORIAL, QUOTATION DETAILS PREVIOUSLY CIRCULATED TO MEMBERS, AGREE NEXT ACTION – Cllr Roger Duffin  
Q1 - £7,190  
Q2 - £3,900 (incl VAT)  
Q3 - £3,528 (incl VAT) (VOTE)

21/67 RECEIVE OVERVIEW OF THE REPORT ENTITLED “COMMUNICATIONS AND EVENTS” – *VOTE REQUIRED WHERE NECESSARY* - Cllr Sam Denman

21/67 (i) - Consider request to appoint a Cllr as Communications lead to liaise closely with the Clerk who acts as the official point of communication and appoint a Cllr to act as Events lead. – Background reading document “Communications and Events” previously circulated to members and to be attached to the minutes.

21/67(ii) – Invite nominations to assist in both roles as suggested in 21/67(i).

21/67(iii) – Consider the formulation of an “Events Working Party”.

21/67(iv) – Consider approving a Parish Plan refresh in 2022 or agree a 5 Year Plan at a future meeting.

21/67(v) – Consider re-engaging with the Villager magazine.

21/67(vi) – Agree closer working relationship with the “Finchingfield Guild” and requesting the Cllr appointed as Communication Lead to attend alternate Guild meetings as the PC representative.

21/67 (vii) – Agree closer working relationship with the “Friends of Finchingfield” and agree Cllr appointed as Communication Lead to act as a type of liaison/go-between/PC representative or another Cllr to act as the PC representative.

21/67(viii) – Agree proposals for engendering a positive working relationship with the local charity – FinCHE with the Communications Lead and Cllr Robert Stanger as liaison/go-between/PC representative or whomever would like to act as the PC representative.

21/67(ix) – Agree PC website be improved to better inform the site visitor, provide details of the council’s position on topics of interest or import to the community and provide a useful point of reference for Cllrs to employ when communicating with residents and the community’s related groups/bodies and charities.

21/67 (x) – Agree Communication Lead, Clerk and whomever wishes to contribute to commence initial work on the proposed website developments.

21/68	AGREE MEMBERSHIP OF THE BRAINTREE ASSOCIATION OF LOCAL COUNCILS AT £40 PER ANNUM (VOTE)
21/69	CONSIDER PROPOSED AMENDMENT TO STANDING ORDERS TO FORMALISE THE OFFICE RECORDING OF MEETINGS, IF AGREED APPROVE PURPOSE FOR THE RECORDING, GROUND RULES FOR MEETINGS BEING RECORDED AND DELETION ONCE MINUTES ARE APPROVED – AGREE NEXT ACTION
21/70	ITEMS OF REPORT OR TO BE CONSIDERED FOR NEXT AGENDA
21/71	DATE OF NEXT MEETING 28 SEPTEMBER 2021 – CLOSE -

IAN BROWN – Parish Clerk & Responsible Financial Officer Dated 22 July 2021

*Public and Press are duly invited to attend and observe this meeting, A PUBLIC PARTICIPATION SESSION is held at the beginning of the meeting where contributions are always welcome at the Chairman’s discretion.*