



FINCHINGFIELD PARISH COUNCIL

Claire Waters, Parish Clerk & RFO
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MINUTES OF A MEETING OF FINCHINGFIELD PARISH COUNCIL, HELD ON TUESDAY 26th APRIL, 7.30PM AT CORNISH HALL END VILLAGE HALL

Present: Cllrs Collins, Coverdale, Denman, Duffin, Martin Smith, A Stanger, R Stanger
In the Chair: Cllr Collins
Clerk: Claire Waters
Also Present: Cllr Butland ECC & Cllr Tattersley BDC
 8 parishioners

√ = A resolution to be made £ = Expenditure decision

21/192	APOLOGIES FOR ABSENCE √ None
21/193	MINUTES OF THE PREVIOUS MEETING √ The minutes of the meeting of 29th March 2022 were approved as a correct record and signed by the Chairman Proposed: Cllr Stanger Seconded: Cllr Martin Smith Agreed unanimously
21/194	COUNCILLOR VACANCIES Notification from Braintree Democracy Manager: permission is given to co-opt two Councillors for vacancies in Cornish Hall End ward. A draft notice advertising the vacancies was approved and will be posted in noticeboards and on the website. Applications are welcome before 17 th May, for a decision at the meeting on 24 th May.
21/195	DECLARATIONS OF INTEREST Cllr Collins declared an interest in a planning application for her own property at item 21/201. Cllr Duffin confirmed his position as an employee at his family business at Wethersfield Airfield, and acts as a Finchingfield Parish Council representative reporting at item 21/197 e) on the Wethersfield Airfield Scrutiny Committee Cllr Duffin declared his intention to record the Parish Council meeting.
21/196	PUBLIC FORUM . a)Platinum Jubilee events. A resident was concerned about the late opening for pubs and asked if the Parish Council had considered portable toilets. She had also contacted Environmental Health at BDC for advice. This will be considered. b)20mph speed limit: A resident expressed his support for this, as a way of getting ahead of the game and supporting village residents with road safety c)Parking strategy: A resident asked the Parish Council's parking strategy for spring and summer 2022 and questioned the unfinished yellow lines. Concern was expressed that the village and general tourism is being destroyed by large groups of bikers. Cllr Denman confirmed that the yellow lines were not yet completed and will be officially enforceable from 23 rd May. Discussed further at item 21/198 a) d)Finchingfield Bridge: The question of updates on the bridge replacement was raised, as there has been no news and work potentially starts in December 2022. This should be addressed with the same importance as the prison proposals. Discussed further at item 21/199 e)Finchingfield map: An update on progress was requested. Cllr Denman confirmed the final version is ready f) Double yellow lines: A resident welcomed the new yellow lines but suggested that

	<p>these should be extended along the eastern side of the road at Duck End and also around the bend by the Post Office. Discussed further at item 21/198 a)</p> <p>Cllr Denman confirmed he can put more requests in to the Local Highways Panel, but 75% of residents in any specific area need to support double yellow lines outside their homes. Cllr Denman and the clerk both urged residents to call the police on the non-emergency number 101 to report any incidents of dangerous parking or anti-social behaviour. The more residents report problems, the more police will be made aware of the extent of the issue, rather than just hearing about it from the Parish Council. Residents are welcome to email clerk@finchingfield-pc.gov.uk to confirm any incidents reported to police so that they can be kept on file for future reference.</p>
21/197	<p>PROGRESS CHECK – written reports in advance if possible please</p> <p>Parish Maintenance issues to report and any updates on actions from last meeting</p> <ul style="list-style-type: none"> a) Drains and sewage update- Cllr Stanger confirmed that jet washing of drains will take place this summer when the weather permits, and probably after the Jubilee b) Oil Spill update – the clerk confirmed that the contractor will carry out the work on Wednesday 27th April c) Sluice Gate repair update- a new key has been made, which will enable a local resident to join the gate response team once they have received full training. Cllr Coverdale confirmed repair work is booked to start on June 15th 2022 d) War Memorial renovation update – the clerk confirmed all documents found indicate that the Parish Council owns the War Memorial. A grant application to the War Memorials Trust for funding for maintenance work will be submitted. e) Wethersfield Airfield Scrutiny Committee update – Cllr Duffin reported that 12 parishes are now members of WASC, with Sible Hedingham joining most recently. The Braintree Association of Local Councils has also joined, and all 12 member councils are also BALC members so this will strengthen representation. A meeting with the Defence Infrastructure Organisation (DIO) has taken place and a positive dialogue started. The WASC Technical Committee has had a constructive meeting with senior BDC planning and economic development representatives. The Fields Association has a petition which has 9,000 signatures - when it gets to 10,000 the Government must provide a response to it. At 100,000 signatures the petition will be considered for debate in Parliament. It can be accessed via https://petition.parliament.uk/petitions/603619. More information from the Fields Association is available at https://www.thefieldsassociation.org/ f) Platinum Jubilee update – Cllr Stanger confirmed that all details of events will be published in the Villager Magazine May issue. Some chairs for elderly residents will be provided, these will be named and anyone who needs one can be registered at the Post Office for a designated seat. Parking strategies are being finalised, Cllr Denman is in contact with the Health Centre and a landowner has offered a field for overflow parking on the Saturday if needed. There is a reluctance to contribute to the official BDC list of Platinum Jubilee events as the village does not have capacity for additional visitors and the priority is to provide enjoyable community activities for residents. Cllr Coverdale raised a concern about fly posting publicity on utilities poles, this is not permitted and can cause problems for maintenance workers who need to access the poles.
21/198	<p>HIGHWAYS AND PUBLIC RIGHTS OF WAY</p> <p>Update on Highways and Footpath issues and any new problems to report</p> <ul style="list-style-type: none"> a) Parking Report & Local Highways Panel applications: Cllr S Dedman gave a detailed written report including details of NEPP (North Essex Parking Partnership) activity.

The full report will be posted on the website <https://www.finchingfield-pc.gov.uk/> The following proposals from Cllr Denman's report were approved by the Parish Council for further investigation:

- Push bike (cycling) parking around the green, with promotion of Finchingfield as part of the district's cycle network (BDC Cycling Strategy adopted 2021)
- Dedicated parking for disabled visitors
- Extra parking along the roadside verge at the Recreation Field
- Electric Charging points for visitors and residents.
- Additional parking enforcement resources in co-operation with NEPP. Cllr Butland ECC commented that it might be possible for the Parish Council to pay for additional NEPP officer attendance in Finchingfield at busy periods.

Action: A letter from the clerk to Cllr Butland is required before he can take forward any applications for further action through Essex Highways

It was recognised by Councillors that the process of making improvements is difficult and time consuming, and each change made has a knock-on effect to another part of the village. It was also noted that restrictions are only effective with enforcement. A vote of thanks to Cllr Denman was proposed by Cllr Martin Smith and was agreed unanimously – as a result of Cllr Denman's hard work some progress is being made.

- b) Verge damage at Duck End has been reported to the haulage contractor responsible by Cllr Collins and she is chasing up a response.
- c) Public Rights of Way: Cllr Collins reported a fallen tree at FP31 which the Parish Council will remove, and a bridge repair has been reported to Essex Highways.

Action: Clerk to contact the recently appointed PROW officer for Braintree district and confirm if his area includes Finchingfield.

21/199

HIGHWAYS: FINCHINGFIELD BRIDGE REPAIR

Updated ECC Highways proposals had been received and forwarded to Councillors. Some of these are confidential since they contain technical detail for an application which has not yet been approved. Pre-application documents issued in November 2021 are not confidential and will be made available to the public as soon as possible via the website <https://www.finchingfield-pc.gov.uk/>. The main concerns were:

- a) A temporary bridge has still not been approved by ECC. Cllr Butland explained the planning application process at Essex County Council, with Essex Highways submitting a planning application to ECC Development Control. This is the same process as when ECC builds a new school, for example, and complex decisions are brought before Essex County Councillors on the Development Control committee. Cllr Butland asked if the Parish Council would wish the bridge application to be brought to committee – his offer to request this was accepted with thanks.
- b) Public support for a temporary bridge is still needed to persuade the Development Control committee of the importance to the community. **Action:** the pre-application documents will be shared on the website and publicised through social media, asking residents to register their views about a temporary bridge.
- c) If a temporary bridge is approved, the location needs to be considered in terms of its effect on nearby listed buildings.
- d) The solicitor acting for ECC is requesting land ownership proof for the village green in order to progress the application. The Village Green registration documents have been provided, but the solicitor is requesting land registry proof of ownership. Village Greens as common land are registered with Essex County Council under the Commons Registration Act 1965 and are not "owned" in the same way as a property.

Action: Clerk to contact Kate Fox at Bardfield who registered the Village Greens

21/200	<p>DISTRICT & COUNTY COUNCILLORS REPORTS</p> <p>Cllr Tattersley BDC reported: <u>BMX Track grant funding</u> – as requested he is forwarding information about grant providers to the clerk, but it is difficult to sift through to find out what is relevant. He suggests Councillors research from the options he is providing. <u>BDC Councillors Community Grant</u> – he was pleased to be able to support the British Legions with a grant application for the “Tommys” at the War Memorial. Cllr Butland has also supported with an ECC grant.</p> <p>Cllr Butland ECC reported: <u>Homes for Ukrainians</u>: 969 requests from refugees have been received, with 654 sponsors coming forward. Stansted has around 120 arrivals a day, with a help desk staffed by the Red Cross. Some refugees are arriving via Harwich and arrivals via Eurostar are increasing. ECC are managing school places and safeguarding, with £200 cash grants being administered by BDC and the banks are so far being helpful with opening accounts. The response from Essex residents has been tremendous but he is aware that the initial enthusiasm may fade.</p>
21/201	<p>PLANNING: Applications received ✓</p> <p>22/00714/FUL Change of use and extension of existing barns to form 1No. three bedroom dwelling and associated amenity Mandalay Farm Pump Lane Walthams Cross CM7 4QP <i>Decision ratified, no objections</i></p> <p>22/00898/TPOCON Notice of intent to carry out works to tree in a Conservation Area - Remove Eucalyptus tree Lily Guns Cottage Bardfield Road CM7 4LS <i>No objections</i></p> <p><i>Cllr Collins declared an interest and left the meeting</i></p> <p>22/00980/VAR Removal of Condition 10 of approved application 03/01645/COU granted 02.12.2003 for: Conversion of redundant traditional agricultural buildings to two holiday/short term let units. Removal of condition would allow for removal of restriction on 2No. existing buildings as holiday accommodation. Daw Street House Daw Street CM7 4LQ <i>No objections</i> <i>Cllr Collins returned to the meeting</i></p>
21/202	<p>PLANNING: Applications determined</p> <p>21/00669/FUL Construction of 11no. new dwellings with new dedicated access from Brent Hall Road and associated development. Land West of Hill House Brent Hall Road <i>Application PERMITTED with S106</i></p>
21/203	<p>PLANNING: Application update</p> <p>19/00069/OUT granted 25.11.20 (Allowed on appeal) for Outline application with some matters reserved except access for the erection of up to 50 dwellings and 0.97ha of public open space, and related development Land West Of Bardfield Road</p> <p>a) Decision on response to the £10,000 offered by the developer to the Parish Council, including determination of any conditions which might be attached Action: Clerk to obtain written offer from the developer for approval by the Parish Council. Clarification also needed on the S106 contribution, clerk to contact Sarah Burder at BDC</p> <p>b) Decision on Parish Council involvement in marketing or public engagement events held by the developer. These seem to be genuine actions by the developer to engage with the community including working with school parties on archaeology</p>

	and an event at the Village Hall on 14 th May to share archaeological findings.
21/204	<p>FINANCE £ ✓</p> <p>a) The monthly payments were approved for authorisation - <i>see Appendix 1</i> Proposed: Cllr Collins Seconded: Cllr R Stanger <i>Agreed unanimously</i></p> <p>b) <u>Banking</u>: The main bank account and Village Hall bank accounts are now open, with the Sportsfield Trust account being transferred shortly to Unity Trust RESOLVED: to move all savings accounts from Barclays to Unity Trust savings. Proposed: Cllr Coverdale Seconded: Cllr Denman <i>Agreed unanimously</i></p> <p>c) <u>Internal Audit</u>: Due to the retirement of the previous internal auditor, the clerk has arranged for Ann Wood to carry out the audit for Finchingfield at the same time as the audit for Castle Hedingham Parish Council. She is an experienced clerk and auditor and the cost will be comparable to the previous Finchingfield internal auditor. Proposed: Cllr Collins Seconded: Cllr A Stanger <i>Agreed unanimously</i></p> <p>d) <u>Insurance</u>: No major updates or amendments to insurance were noted for 2022-23. Action: Clerk to provide risk assessment templates for Platinum Jubilee events – the insurance company will need to be informed of community activities. Action: Clerk to check if NFU buildings insurance valuations are provided free of charge. NFU insurance may be an option for buildings insurance for future years.</p>
21/205	<p>FINCHINGFIELD LAND OWNERSHIP MAP ✓</p> <p>RESOLVED: To work on creation of a map showing ownership of the various open spaces in Finchingfield parish, including the Parish Council, Eastlight Housing, Essex County Council etc. Action: Cllrs Collins & Duffin will work on obtaining the information</p>
21/206	<p>FINCHINGFIELD WEBSITE ✓</p> <p>A number of updates are needed to the Finchingfield Parish Council website which cannot easily be done by the clerk in the time available, so a cost will be involved RESOLVED: To approve any spending on the website up to a limit of £200 Proposed: Cllr Duffin Seconded: Cllr Collins <i>Agreed unanimously</i></p>
21/207	<p>PLATINUM JUBILEE TREE PLANTING</p> <p>Cllr Martin Smith confirmed that the national scheme of tree planting for the Jubilee is still operating and planting is expected in October 2022. Decision on where to plant and number of trees: <i>Agenda item for June meeting</i></p>
21/208	<p>CORNISH HALL END PLAYING FIELD COMMITTEE - Cllr J Martin-Smith</p> <p><u>Gate repair</u>: Actions outstanding from March meeting: Clarification of land ownership and right of access across land. Clerk to obtain all relevant paperwork from Cllrs Stanger and Considine and check any S106 funding available for Cornish Hall End. Three quotes are required for S106 funds</p>
21/209	<p>CORRESPONDENCE TO NOTE:</p> <p><u>Duckling ladder</u>: The resident who made the ladder had asked why it is missing. Cllr Coverdale believes it has been washed away for a second time.</p>
21/210	<p>Date of Next Meetings</p> <ul style="list-style-type: none"> • Thursday 12th May Annual Parish Assembly 7.30pm Finchingfield Village Hall • Thursday 12th May Finchingfield Trusts AGM 7.00pm Finchingfield Village Hall • Tuesday 24th May Annual Parish Council, Finchingfield Village Hall
21/211	<p>AGENDA ITEMS FOR NEXT MEETING:</p> <ul style="list-style-type: none"> • Concrete outdoor table tennis table

	<ul style="list-style-type: none">• Pavement resurfacing needed around the village Agenda items to be submitted to the clerk by the end of Monday 16th May please
	FINCHINGFIELD PARISH COUNCIL MEETING closed at 9.45pm
	FINCHINGFIELD TRUSTS – Sole Trustee meeting This was postponed to the Trusts meeting on May 5th

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Signed by the Chairman

Date

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Appendix 1: Financial Report 26th April 2022

FINCHINGFIELD PARISH COUNCIL PAYMENTS			
DATE	ITEM		TOTAL
Apr-22	Toilets Electricity	British Gas Lite	20.37
Apr 22	Street Lighting Electricity	nPower	262.20
19-Apr-22	Street Lighting maintenance	A&J Lighting	£37.22
19-Apr-22	Pavilion ladies repair	Adrian Bagnall Services	£21.95
19-Apr-22	Pavilion ladies lightbulb	Adrian Bagnall Services	£19.99
19-Apr-22	Wayleave Transfer	FVHall	£240.00
19-Apr-22	Toilet rolls	BUNZL	£117.94
19-Apr-22	Business Mailboxes	Electric Websites	£154.67
19-Apr-22	Postage	Ian Brown	£4.89
19-Apr-22	Affiliation Fees EALC/NALC	EALC	£413.17
19-Apr-22	Sluice Gate key	Alan Hunwick	£25.00
19-Apr-22	Payroll & Year end	PM Smith	£24.00
19-Apr-22	Affiliation Fees - BALC	BALC	£40.00
19-Apr-22	Grass Cutting Parish	MD Landscapes (Anglia) Ltd	£608.40
19-Apr-22	Grass Cutting Sportsfield	MD Landscapes (Anglia) Ltd	£97.20
19-Apr-22	Grant for Scout Hut repair	1st Finchingfield Scouts	£2,914.80
26-Apr-22	Street Cleaning	I Smith	£380.00
26-Apr-22	Toilets Cleaning	I Smith	£400.00
26-Apr-22	Tax/NI March extra	HMRC	£17.07
26-Apr-22	Tax/NI April	HMRC	£181.20
26-Apr-22	Salary	Clerk	£634.43
26-Apr-22	WFH allowance	Clerk	£30.00
		TOTAL	£5,938.90
FINCHINGFIELD PARISH COUNCIL RECEIPTS			
DATE	ITEM		TOTAL
28-Apr-22	Precept 1st instalment	Braintree District Council	£23,743.00
		TOTAL	£23,743.00