

# FINCHINGFIELD PARISH COUNCIL

## REPRESENTING FINCHINGFIELD AND CORNISH HALL END



### MINUTES of the Parish Council Meeting held at Finchingfield Village Hall, on Tuesday 29 November 2022 commencing at 7:30pm.

Present: Cllr Martin Smith (Chairman)  
Cllr Duffin  
Cllr Denman  
Cllr A Stanger  
Cllr R Stanger  
Cllr Gordon  
Cllr Coverdale  
Cllr Strange  
Cllr Hammond  
Cllr Butland (ECC)  
Cllr Tattersley (BDC)  
Donna Roder (Clerk and RFO)

In Attendance: Members of the Public: 6

**22/105 APOLOGIES FOR ABSENCE**  
None

**22/106 DECLARATIONS OF INTEREST AND DISPENSATIONS**  
None

**22/107 CO-OPTION**  
Councillors welcomed Cllr Hammond as a member of the Parish Council.

**22/108 MINUTES OF THE PREVIOUS MEETING**

**RESOLVED** that the minutes of the meeting held on 25 October 2022, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman. Proposer Cllr Duffin, seconder Cllr Strange.

**22/109 THE HILL GROUP**  
Dan Brown and his colleagues gave an update on the development. There is a requirement to run the electric cables from the site to the sub-station on the village hall car park. GTC will be the third party supplier contracted to install these but an agreement will be needed to run those across the car park. This work will need to commence as soon as possible by the end of January 2023 latest with the works expected to take two to three days. There should be no need for the power

station to be increased in size and the cables will be underground. A two foot trench will need to be dug and all footpaths will remain open during the works. The Parish Council asked for assurances that the resurfacing of the car park will not suffer any shrinkage over the next five years and a guarantee that the full make up will be replaced. The Hills Group confirmed that they would be on site until mid-2024 in case of remedial work needed but would need to take advice beyond that timeframe. Assurances from the Parish Council were also requested that the works would not cause any damage to the Oil Tank / Oil lines. The Hill Group confirmed that UK Power Networks would take that into account. The Parish Council also asked for a donation to recompense all the upheaval to the Village Hall. The Hills Group confirmed that this seemed a reasonable request and would look further into that. It was also agreed that works would not be over a weekend and would start early in the week. A contract will be needed for which The Hills Group will cover the legal fees and to include a caveat in case of any shrinkage. GTC Power will write to the Parish Council for permission and it was agreed that The Hills Group would make a separate side agreement. The Parish Council agreed to proceed on this basis, Proposer Cllr Gordon, seconder Cllr Duffin, unanimous vote.

In the Q&A's working at the weekends was questioned. The Hills Group confirmed the hours are 8am-6pm weekdays and 8am-1pm Saturdays.

A question regarding the removal of the trees was raised. The Hills Group confirmed that ECC requested this as they restricted the view to the entrance of the site. The Parish Council asked if this could be raised again with ECC as they disagreed. The Hills Group advised that ECC will not agree due the road speed limit is 60mph and they pose a visibility issue. The Parish Council requested the trees are left in place and the Parish Council would liaise further with ECC. The Hills Group confirmed this but by March 2023 latest as bird nesting season commences.

ECC have advise that the road will remain a 60mph speed limit and Cllr Denman asked if the Parish Council could work with The Hills Group on a TOR to reduce the speed limit. The Hills Group advised they will start the lead on that and that they will liaise with Cllr Denman further on it.

## **22/110 PUBLIC PARTICIPATION SESSION**

A member of the public raised the issue of double yellow lines in the village and thanked Cllr Denman for his explanation of the process need to get these and also the enforcement issues.

A member of the Guild Hall committee raised the questions regarding the bridge closure. Back in August 2022 Parish council questions were answered and nothing has been heard since. Do you have the details of this so you can follow up on the actions:

1. The planning application is in progress and is expected to be issued in September 2022 – Temporary bridge – A temporary bridge reduces the impact of the project but when do you expect to submit planning permission if at all?
2. We will determine with the Parish Council a sensible approach to stakeholder feedback and engagement. We currently envisage, to tie in with the web site update, a letter drop to the Parish. – No communication has been updated since August – should this not be monthly?

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3. Yes, once we have agreed the programme for the design, regular parish, business and community updates will be published. – Have Jackson’s commenced commissioning the work and if so do they have a community communication plan that can be shared?
  4. Can we have the current estimated timing for the project. i.e. start date and end date but also timing of the steps that need to be gone through before then, tendering, planning approval etc. – Who is responsible for this plan now, Ringway Jacobs or Jackson, is there a plan in place? Nothing has been received to date but there must be a baseline plan agreed for post work commencement
  5. What confidence can Finchingfield Parish Council have in Jackson delivery to plan when their works on Armitage bridge works have extended now till January 2023.

The Chairman Cllr Martin Smith advised that currently there are no further updates, however at the next Parish Council meeting one Councillor will be appointed to monitor this project. Council Lee Scott of ECC will also be invite to give an update at the next Parish Council Meeting.

A member of the public thanked Chris Collins and The Halstead Young Farmers for the work getting the Christmas tree in the pond. Cllr Hammond was also thanked for putting the star on top of the tree.

22/111

### **REPORT FROM THE DISTRICT/COUNTY COUNCILLOR**

Cllr Butland discussed the ECC budget. Of a £2B budget, 50% is spent on adult and child social care. The next financial year will see major gaps and a reduction of services to cover these. Highways repairs will be impacted and there are discussion if the Local Highways Panels will continue or be axed. On the footpath repairs scheduled for Finchingfield, Cllr Butland confirmed that these are not on the works schedules for this year or next year and will follow-up on it. Cllr Denman said that there was no further follow-up on a meeting with Roger Hurst regarding speed and noise. Cllr Butland confirmed this was still on his agenda and would set it up.

Councillor Tattersley (BDC) gave an update on homes for Ukrainians. The initial six months in now up and Ukrainians are now presenting themselves homeless which is impacting the social housing list. BDC will also face budget implications next fiscal year. Income seen reductions on car parking with expenditure increasing on fuel and energy costs for swimming pools and refuse collection. To try and balance the books, it is proposed to scrap the bin collection calendar, and a potential charge for green bin collection of approx. £50.00 annually. Street cleaning payments to Parish Councils are likely to be reduced by 33% also. The hospital waiting times are still an ongoing issue due patients staying in hospital beds as there are not enough social care places to discharge them to.

22/112

### **CLERKS REPORT**

#### **CO-OPTION**

Declaration of Office and Register of Interests have been completed by Cllr Hammond, BDC Governance/Monitoring office have been informed and updated the register. Cllr Hammonds Email address is now in place [emma.hammond@finchingfield-pc.gov.uk](mailto:emma.hammond@finchingfield-pc.gov.uk).

### **FOOTPATH BETWEEN WETHERSFIELD AND FINCHINGFIELD**

A revised price of £300.00 has since been agreed by the contractor as there were some unforeseen issues with the asphalt surface below the overgrowth which would not cope with the path clearing equipment planned. Total cost to Finchingfield PC is now £150 (50% agreed).

### **WARM SPACES**

The Clerk has notified both Finchingfield and Cornish Hall End Village Hall Committees with details of the grant available.

### **WEBSITE**

- Contact us details have been updated
- Cllr E Hammond details have been updated
- WASC Oct/Nov'22 update has been uploaded.
- Christmas Tree Switch On Event has been posted.

### **FACEBOOK**

The Clerk is still trying to get access to the Finchingfield PC FB account - ongoing

### **PAVEMENT REPAIRS**

A further update and date of works has been requested to Cllr G Butland / ECC. Awaiting update from Cllr Butland.

### **FINCHINGFIELD BRIDGE**

Legal queries response per the minutes 22/063 were received by the Solicitor's. Awaiting draft agreement.

### **FINANCE**

The Unity Trust Bank change of user mandate has now been completed, signed by signatories and uploaded to Unity Bank. The Clerk is awaiting log-in details to be sent via the post.

The outstanding 21-22 accounts for the Village Hall and The Playing Field has now been entered into Scribe and the year closed.

Claire Waters is currently handling the finances until access to The Unity Trust Bank has been completed. Closures of the Barclays accounts are pending.

### **PLANNING APPLICATIONS LISTED IN THE NOVEMBER AGENDA**

Two extensions to the consultee deadlines have been granted by BDC.

### **VILLAGE SIGN**

A quotation has been received to repaint both sides of the Village Sign:

Fee for painting sign back and front: £1,500.00

Material costs:

Primer and sealer: £20.90

Professional Sign Painters' Enamel in 13 colours: £296.75

Clear Satin Lacquer UV Sealant £28.95

Solvent, brushes and sundries: £30.00

Total: £1,876.60

### **CIVILITY AND RESPECT PLEDGE**

Finchingfield PC has been added to the list of councils to sign the pledge. The Chairman will sign and return the certificate to the Clerk for final submission.

### **DOG WASTE BIN EMPTYING AND FOULING**

Currently Finchingfield has 9 bins; Cornish Hall End 4.

The bins in Cornish Hall End and Finchingfield are emptied once a week, no further increase in frequency possible.

One additional bin will be sited and installed in Cornish Hall End free of charge, installation date w/c 14 November 2022 at the end of Heard's Lane.

Any additional bins are at a cost of £150 per bin, plus £35p/hr installation charge.

### **BDC 23-24 Budget**

Potential impact is street cleaning agreements planned for a 33% reduction in income for the Parish.

### **SPEEDING AND MOTORBIKE NOISE**

A total of 35 PC's in Essex villages have been contacted by the Clerk. Awaiting feedback.

### **Update on Planning Applications Listed in the Minutes**

22/02682/HH

Proposal: Single storey extension to existing detached garage.

Location: Gatwards Cottage , Vicarage Road, Finchingfield

### **PENDING CONSIDERATION**

22/02676/COUPA

Prior approval for the change of use of agricultural building to a dwelling house (class C3) and for associated operational development – change of use to 1no. residential dwelling.

Locksmiths Farm, Robinhood End, Finchingfield

## **AWATING APPLICATION**

Reference: 22/02701/FUL

Proposal: Re-cladding and change of use of existing barn to TV/film studio, plus ancillary works.

Location: Spains Hall, Spains Hall Road, Finchingfield

## **PENDING CONSIDERATION**

### **22/113 PARKING, SPEEDING AND VEHICLE NOISE**

Cllr Denman will send a report and recommendations in January on the Cornish Hall End survey. There was a strong response to the survey 40 responses out of 110. In addition a strong agreement on all questions.

### **22/114 SLUICE GATES**

**RESOLVED.** It was agreed to repair the faulty winder at a cost of £350.00. Proposer Cllr R Stanger, seconder Cllr Martin Smith.

### **22/115 HIGHWAYS AND PUBLIC RIGHTS OF WAY**

- I. RESOLVED.** It was agreed to make an application to Essex Highways to reduce the speed limit between Finchingfield to Gt Bardfield to 40mph. The application should tie with The Hills Group. Proposer Cllr Denman, seconder Cllr A Stanger Vote – 3 against.
- II. RESOLVED.** It was agreed to purchase 20's plenty banners and stickers upto a value of £400.00 and to publicise the initiative in the Villager Magazine. Proposer Cllr Denman, seconder Cllr Hammond.
- III.** To receive and update on the disabled bags and a TRO application. Cllr Denman advised the TRO had gone back to highways and pending a decision.

### **22/116 FINCHINGFIELD CHRISTMAS EVENTS.**

Cllr A Stanger advised that the tree was now in the pond and at 6.15pm on Saturday 3 December there will be a procession from the Church to the pond where the lights will be switched on. There will be carol singing and a Father Christmas plus the Makers Market at the Guildhall and Church.

### **22/117 BDC OPEN SPACES ACTION PLAN 2023.**

Cllr A Stanger advised that the application has already been made previously for the BMX track. Cllr Strange will make the business case and application for Cornish Hall End play equipment.

### **22/118 STEPHEN MARSHALL AVENUE PLAY AREA.**

Cllr Hammond will follow-up with the supplier Creative Play based on the inspection report requirement to move the slide.

### **22/119 PLAY AREA SOFT SURFACES.**

The council advised there was no further action needed.

### **22/120 RESITING THE SLIDE ON THE PLAYING FIELD.**

See item 22/118.

- 22/121 **CORNISH HALL END PLAYING FIELD.**  
I. **RESOLVED.** It was agreed to remove the hedge. Cllr Strange will obtain 3 quotes. Proposer Cllr Martin Smith, seconder Cllr Denman.  
II. **RESOLVED.** It was agreed to apply for funding for new play equipment. Cllr Strange will make a section 106 application to BDC. Proposer Cllr Martin Smith, seconder Cllr Denman.
- 22/122 **FOOTPATHS**  
Cllr Duffin advised that the footpath work approved between Finchingfield and Wethersfield had been completed, however as the contractors equipment would have damaged the asphalt pathway, much of the work had to be completed by hand. A group of local volunteers plus Councillors from Finchingfield, Wethersfield and Shalford finished these works and a reduced price of £300 was agreed with the contractor of which Finchingfield PC will pay 50% £150.00
- 22/123 **DOG FOULING**  
**RESOLVED:** It was agreed to site the additional spare bin next to the bin on the church side of the pightle plus the cost to BDC of £35 p/hr for installation. Proposer Cllr Martin Smith, seconder Cllr Denman.
- 22/124 **CORNISH HALL END PCC GRANT APPLICATION.**  
**RESOLVED:** It was agreed to award a grant for 50% (£605) of the previous year's expenditure on grass cutting (£1210.00) and a £200.00 maximum grant toward the clock maintenance which was £616.00 Total grant value £805.00. Proposer Cllr R Stanger, seconder Cllr Hammond.
- 22/125 **ESSEX AND HERTS AIR AMBULANCE.**  
**RESOLVED:** It was agreed to make a donation of £400.00 to the charity. Proposer Cllr R Stanger, seconder Cllr Denman.
- 22/126 **FINCHINGFIELD VILLAGE SIGN.**  
**DEFERRED.** Cllr Denman will source two further quotes for this.
- 22/127 **LAND WEST OF HILL HOUSE, BRENT ROAD.**  
It was agreed to choose a new street name. 1. The Warrens. 2. The Grange as a back-up choice.
- 22/128 **GROUND CONTROL.**  
It was agreed to invite Ground Control to give an update on the rewilding at Grays Farm, Wethersfield, to the next meeting.
- 22/129 **PLAN OF COMPLAINTS LIST.**  
It was agreed to remove this from the agenda.
- 22/130 **BOUNDARIES COMMISION.**  
Cllr Duffin gave an update on the current situation. Finchingfield has been moved back into the Braintree area constituency.
- 22/131 **FINANCE**  
I. **RESOLVED.** The November payments were approved. Proposer Cllr R Stanger, seconder Cllr Denman

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- II. It was acknowledged that there will be a potential income budget decrease of 33% on street cleaning from BDC.
  - III. **DEFERRED.** It was agreed to defer the 23/24 budget proposal to the Finance working group to make a further proposal.
  - IV. **DEFERRED.** It was agreed to defer the earmarked reserves in line with the reserves policy to the Finance working group to make a proposal.
  - V. **DEFERRED.** It was agreed to defer to the Finance working group how a decision can be made which had been deferred, for financial transfers under item 22/078 in the minutes, due to the Parish Council as sole trustee however these payments were made.
  - VI. **DEFERRED.** It was agreed to defer this item to the finance working group and agree recommendations on.
    - a. Method of raising and paying invoices.
    - b. Earmarked reserves identified in line with the reserves policy for review and adoption before the January 2023 meeting.

22/132

**PLANNING.**

22/02745/OUT | Outline planning application with all matters reserved for the erection of a two-bedroom bungalow. | Land East Of Lovely Cottage Toppesfield Road Finchingfield Essex CM7 4NZ

**OBJECTION.** We objected last time on the grounds that the site is outside the development boundary, there is no mains water and inadequate planning details. We should also point out the errors on the application. The plans supplied show the site is less than 500sq m not the 900sqm stated in the application. Given the lack of mains drainage and no water supply this is likely to be unsustainable. It is stated that there is a footpath leading to a bus stop on the B1053, the applicant may not be aware that this comes to a dead end at the perimeter fence to the Wethersfield Air Base. This path is unlikely to be reinstated in the foreseeable future and there is no through route to the B1053.

22/02722/ADV | Installation of: 1x fascia sign board 2x flagpoles | Land West Of Bardfield Road Finchingfield Essex

**OBJECTION.** Flagpoles will be a distraction to traffic coming round the blind bend and positioned just before the site entrance, also the use of highly visible advertising is synonymous with a large urban development not a small rural village.

22/02846/TPOCON | Notice of intent to carry out works to trees in a Conservation Area: - T1 and T2 Juniper conifers - Cut trees to ground level T3 Cherry - Remove deadwood and reduce crown by 1.5 meters all over T4 Apple - Cut back to trunk. Lowest branch growing over fence of neighbours | 15 The Causeway Finchingfield Essex CM7 4JU

**NO OBJECTION.**

22/03051/TPOCON

Proposal: Notice of intent to carry out works to trees in a Conservation Area:

Goat Willow tree T2 - Crown reduction - reduction to take the tree to approximately six metres high and four metres wide

Location: Brook House , Duck End, Finchingfield

**NO OBJECTION.**



Cllr Hammond left the meeting at 9.28pm.

**22/133**     **ITEMS FOR THE NEXT AGENDA.**

- Report on the Cornish Hall End survey.
- The village sign.
- Finance Committee Report
- Cornish Hall End Maintenance contract.

*Councillors are asked to inform the clerk of any items by 23 January 2023.*

**22/134**     **NEXT MEETING OF THE PARISH COUNCIL:** The next meeting of Finchingfield Parish Council will take place at Finchingfield Village Hall on Tuesday, 31st January 2023 commencing at 7.30pm. The Chairman thanked everybody for attending and declared the meeting closed at 9.33pm.

Signed: .....  
Chairman

Date: .....

PAYMENTS AND RECEIPTS FOR AUTHORISATION NOVEMBER 2022

Nov-22		Payments in Month	Details	Amount
02-Nov-22	DD	British Gas Lite	Pavilion Electricity BGL106435	£9.68
07-Nov-22	DD	British Gas Lite	Toilets Electricity BGL106434	£18.61
14-Nov-22	DD	British Gas Lite	FVH Electricity BGL284992	£13.86
17-Nov-22	DD	Npower	Street light electricity	£76.87
01-Nov-22	DD	B&CE	Clerk pension	£30.17
18-Nov-22	DD	Anglian Water	Pavilion Water	£6.00
28-Nov-22	DD	Calor Gas	Pavilion Fuel	£17.99
21-Nov-22	S/O	A&J Lighting	Street Lighting maintenance	£37.22
05-Nov-22	B/P	HMRC	Tax/NI October Month 7	£424.14
29-Nov-22	B/P	<i>MD Landscapes</i>	<i>Grass Cutting October</i>	<i>£698.40</i>
29-Nov-22	B/P	<i>MD Landscapes</i>	<i>Grass Cutting Sportsfield October</i>	<i>£98.40</i>
29-Nov-22	B/P	<i>Ian Smith</i>	<i>Public Toilets cleaning</i>	<i>£400.00</i>
29-Nov-22	B/P	<i>Ian Smith</i>	<i>Street Cleaning</i>	<i>£380.00</i>
29-Nov-22	B/P	<i>CHE Village Hall</i>	<i>Meeting October</i>	<i>£20.00</i>
29-Nov-22	B/P	<i>PKF Littlejohn</i>	<i>External Audit</i>	<i>£360.00</i>
29-Nov-22	B/P	<i>Finchingfield and District RBL</i>	<i>Remembrance Wreath</i>	<i>£25.00</i>
29-Nov-22	B/P	<i>Acorn Workshop</i>	<i>Grange sign Play Area</i>	<i>£348.00</i>
29-Nov-22	B/P	<i>Alan Kemp</i>	<i>Hedge Cutting Cornish Hall End</i>	<i>£720.00</i>
29-Nov-22	B/P	<i>WASC</i>	<i>10% of precept 2022-23</i>	<i>£4,748.50</i>
29-Nov-22	B/P	<i>Christmas Direct (Bob Stanger)</i>	<i>Christmas tree lights</i>	<i>£754.39</i>
29-Nov-22	B/P	<i>Clerk DR</i>	<i>Salary, back pay &amp; WFH allowance</i>	<i>£802.20</i>
29-Nov-22	B/P	<i>Clerk CW</i>	<i>Final Salary, back pay/ holiday pay</i>	<i>£652.19</i>
29-Nov-22	B/P	<i>Clerk CW</i>	<i>Home as Office</i>	<i>£30.00</i>
<b>TOTAL in month</b>				<b>£10,671.62</b>

Nov-22		Receipts in Month	Details	Amount
		None		
<b>TOTAL in month</b>				<b>£0.00</b>

*Items in italics need to be authorised by two Councillors online, as soon as possible after the meeting date when they are approved.*

TRUSTS TRANSFERS FOR APPROVAL

Payments for Transfer	Details	Amount	VAT	FVH	Sportsfield
<i>MD Landscapes</i>	<i>Grass Cutting Sportsfield October</i>	<i>£98.40</i>	<i>16.40</i>		<i>82.00</i>
<i>Scottish Electric</i>	<i>Refund FVH TO FPC A/C</i>	<i>£316.21</i>	<i>15.05</i>	<i>301.16</i>	

**Bank Balances at 29<sup>th</sup> November 2022**

**FINCHINGFIELD PARISH COUNCIL**

Unity Trust Current account	£27,687.92
Unity Trust Reserve account	£27,521.25
Unity Trust CHE Play account	£3,472.30
<b>Total</b>	<b>£58,681.47</b>

**FINCHINGFIELD VILLAGE HALL**

Unity Trust Current account	£29,075.91
Unity Trust Reserve account	£25,107.92
<b>Total</b>	<b>£54,183.83</b>

**FINCHINGFIELD SPORTSFIELD**

Unity Trust Current account	£19,661.20
<b>Total</b>	<b>£19,661.20</b>

**RECONCILED PAYMENTS AND RECEIPTS OCTOBER 2022**

Oct-22		Payments in Month	Details	Amount
03-Oct-22	DD	British Gas Lite	Pavilion Electricity BGL106435	£9.99
10-Oct-22	DD	British Gas Lite	Toilets Electricity BGL106434	£19.14
19-Oct-22	DD	Npower	Street light electricity	£70.95
03-Oct-22	DD	B&CE	Clerk pension	£60.35
18-Oct-22	DD	Anglian Water	Pavilion Water	£1.00
20-Oct-22	S/O	A&J Lighting	Street Lighting maintenance	£37.22
17-Oct-22	B/P	Land & Water Ltd	Sluice Gate repairs 22080019	£35,568.00
17-Oct-22	B/P	Land & Water Ltd	Sluice Gate repairs 22080024	£300.00
25-Oct-22	B/P	HMRC	Tax/NI September Month 6	£188.28
25-Oct-22	B/P	Adrian Bagnall	Village Sign refurbish	£192.99
25-Oct-22	B/P	A&J Lighting	Street Light repair	£150.00
25-Oct-22	B/P	EALC	New Councillor Training JS & TG 1	£240.00
25-Oct-22	B/P	EALC	New Councillor Training JS & TG 2	£240.00
25-Oct-22	B/P	Ian Smith	Public Toilets cleaning	£400.00
25-Oct-22	B/P	Ian Smith	Street Cleaning	£380.00
25-Oct-22	B/P	Chess Environmental	Asbestos Removal phase 1	£1,920.00
28-Oct-22	B/P	Clerk DR	Salary & back pay	£955.73
28-Oct-22	B/P	Clerk DR	Home as Office	£43.85
28-Oct-22	B/P	Clerk CW	Salary handover period	£327.64
28-Oct-22	B/P	Clerk CW	Home as Office	£30.00
31-Oct-22	DD	Southern Electric	FVH Electricity	£416.24
<b>TOTAL in month</b>				<b>£41,551.38</b>

Oct-22		Receipts in Month	Details	Amount
25-Oct		FVH transfer	Asbestos removal	£1,600.00
<b>TOTAL in month</b>				<b>£1,600.00</b>