

MINUTES OF MEETING OF
GOOD EASTER PARISH COUNCIL
HELD ON THURSDAY 26TH SEPTEMBER 2019 AT 7.00PM
IN THE VILLAGE HALL

PRESENT:- Cllr. Chris Flack (Chairman)
 Cllr. Guy Pitt (Vice-Chairman)
 Cllr. Graham Seeley
 Cllr. Paul West
 Cllr. Chris Wood
 Cllr. Marie Stephenson
 Cllr. Ian Watkins

IN ATTENDANCE: Mrs Lorraine Green Clerk
 11 Parishioners
 Essex County Cllr. John Aldridge

The Chairman welcomed everyone to the meeting.

		Action
1.	<p>ELECTION OF CHAIRMAN.</p> <p>Cllr. West proposed Cllr. Flack as Chairman, which was seconded by Cllr. Seely. Cllr. Flack was duly elected without opposition. The Declaration of Acceptance of Office form was duly completed and signed.</p>	
2.	<p>ELECTION OF VICE-CHAIRMAN.</p> <p>Cllr. Flack proposed Cllr. Pitt as Vice-Chairman, which was seconded by Cllr. Wood. Cllr. Pitt was duly elected without opposition. The Declaration of Acceptance of Office form was duly completed and signed.</p>	
3.	<p>CO-OPTION OF 2 COUNCILLORS TO FILL PARISH COUNCILLOR VACANCIES FOLLOWING RESIGNATION OF NICOLETTE CHAMBERS AND JIM WILLSSHER.</p> <p>The Chairman advised that two applications had been received, one from Ian Watkins and the other from Marie Stephenson. All agreed that they should be co-opted onto the Parish Council. The Chairman invited Ian and Marie to join the Parish Council. Declaration of Acceptance of Office forms were duly completed and signed. The Clerk advised that the Declaration of Interests form needed to be returned to her within 28 days. Clerk to notify Monitoring Officer at CCC.</p>	
4.	<p>APOLOGIES FOR ABSENCE.</p> <p>CCC Cllr. Nicolette Chambers sent her apologies.</p>	
5.	<p>ESSEX COUNTY COUNCILLOR REPORT.</p> <p>Cllr. Aldridge reported that the Army and Navy flyover has been closed but will never reopen and will be removed as engineers state it is not safe. Tenders have gone out for the demolition. Pressure is now being put on the Government and ECC are hoping they will provide some funding as it is a big issue.</p> <p>ECC are planning to rebuild the embankment at the Ford. The footpath is being shut off whilst it is being rebuilt.</p> <p>Cllr. Aldridge reported that Government monies are coming into Essex and he will circulate as they come available.</p>	
6.	<p>CHELMSFORD CITY COUNCILLOR REPORT.</p> <p>No report had been received.</p>	
7.	<p>PRESENTATION TO JIM WILLSSHER FOR LONG STANDING SERVICE AS A PARISH COUNCILLOR.</p> <p>The previous Chairman, Alan Hall, gave a speech and presented Jim Willsher with a gift from the Parish Council. Jim had been a Parish Councillor for 40 years.</p>	

8.	<p>DEMOCRATIC 15 MINUTES.</p> <p>A parishioner enquired as to when the large potholes in Fountain Road would be repaired. The small ones have been repaired but the large ones have been left. Cllr. Aldridge advised to report the matter on ECC Highways website, get a reference number and then pass it to him. Cllr. West suggested doing a walk around the village and submitting as one list.</p> <p>A parishioner asked Cllr. Aldridge to keep her updated on the Ford. She advised that she did not know about the footpath closure.</p> <p>A parishioner asked for support in getting a weight restriction for 7½ tonne as it is inevitable vehicles will come through the village if the extraction plant goes ahead. Cllr. Aldridge advised that the number of lorries will be one of the conditions and times the plant is open. It was reported there will be 48 vehicles each way Monday to Friday and 24 each way at weekends. It has already been agreed in principle to go ahead in the Minerals Plan. Cllr. Aldridge reported that it is anticipated vehicles will go out onto the A1060 and then go West but this will be looked at. Cllr. Seeley enquired whether the Parish Council can insist on certain roads being used. Cllr. Aldridge advised that they can.</p> <p>The traffic speeds going through Chalk End cut through were also raised.</p>																																	
9.	<p>TO APPROVE MINUTES OF THE MEETING HELD ON THURSDAY 25TH JULY 2019</p> <p>Cllr. West wanted to make an amendment under Item 7 to read ‘The Parish Council agreed to re-adopt the Model Code of Conduct and Financial Regulations subject to the documents being amended to read ‘Adopted on 25th Jul 2019. After discussion, all agreed to leave as Clerk had originally documented.</p> <p>Under Item 14, paragraph 3, sentence 3, Cllr. West advised that he was unhappy with the sentence ‘Cllr. West felt the Chairman was against the proposal of a new Village Hall’. It was agreed sentence should be removed.</p> <p>The Minutes of the Meeting held on 25th July 2019 were taken as read and the Chairman was authorised to sign them.</p>																																	
10.	<p>DECLARATION OF INTERESTS.</p> <p>Cllr. West declared he was Chairman of Village Hall Committee. Cllr. Watkins declared he was Chairman of the Sportsfield Committee. Marie Stephenson declared she was Secretary of the Sportsfield Committee, a member of the Village Hall Committee and Chairman on the Allotments.</p>																																	
11.	<p>RE-ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS.</p> <p>It was agreed to defer this item and put on next Agenda.</p>	CLERK																																
12.	<p>RE-ADOPTION OF RISK ASSESSMENT.</p> <p>It was agreed to defer this item and put on next Agenda.</p>	CLERK																																
13.	<p>MATTERS ARISING NOT ON THIS AGENDA.</p> <p>Nothing to report.</p>																																	
14.	<p>FINANCE.</p> <p>a) Payments.</p> <p>The following payments were approved by the Parish Council:-</p> <table border="0" data-bbox="240 1692 1268 1938"> <tr> <td>10.08.19 Chq No. 100902</td> <td>£474.96</td> <td>Chelmsford City Council</td> <td>Election Fees</td> </tr> <tr> <td>26.09.19 Chq No. 100905</td> <td>£196.85</td> <td>EALC</td> <td>Councillor Training</td> </tr> <tr> <td>26.09.19 Chq No. 100906</td> <td>£295.67</td> <td>Mrs L.J. Green</td> <td>Salary 01.09.19 – 30.09.19</td> </tr> <tr> <td>26.09.19 Chq No. 100907</td> <td>£ 74.00</td> <td>HM Revenue & Customs</td> <td>PAYE & NI September</td> </tr> <tr> <td>26.09.19 Chq No. 100908</td> <td>£ 31.24</td> <td>Ionos</td> <td>Website Fees</td> </tr> <tr> <td>26.09.19 Chq No. 100909</td> <td>£177.72</td> <td>Mrs L.J. Green</td> <td>Expenses</td> </tr> <tr> <td>26.09.19 Chq No. 100910</td> <td>£ 15.62</td> <td>Ionos</td> <td>Website Fees</td> </tr> <tr> <td>26.09.19 Chq No. 100911</td> <td>£145.66</td> <td>E-On</td> <td>Electric on Sportsfield</td> </tr> </table>	10.08.19 Chq No. 100902	£474.96	Chelmsford City Council	Election Fees	26.09.19 Chq No. 100905	£196.85	EALC	Councillor Training	26.09.19 Chq No. 100906	£295.67	Mrs L.J. Green	Salary 01.09.19 – 30.09.19	26.09.19 Chq No. 100907	£ 74.00	HM Revenue & Customs	PAYE & NI September	26.09.19 Chq No. 100908	£ 31.24	Ionos	Website Fees	26.09.19 Chq No. 100909	£177.72	Mrs L.J. Green	Expenses	26.09.19 Chq No. 100910	£ 15.62	Ionos	Website Fees	26.09.19 Chq No. 100911	£145.66	E-On	Electric on Sportsfield	
10.08.19 Chq No. 100902	£474.96	Chelmsford City Council	Election Fees																															
26.09.19 Chq No. 100905	£196.85	EALC	Councillor Training																															
26.09.19 Chq No. 100906	£295.67	Mrs L.J. Green	Salary 01.09.19 – 30.09.19																															
26.09.19 Chq No. 100907	£ 74.00	HM Revenue & Customs	PAYE & NI September																															
26.09.19 Chq No. 100908	£ 31.24	Ionos	Website Fees																															
26.09.19 Chq No. 100909	£177.72	Mrs L.J. Green	Expenses																															
26.09.19 Chq No. 100910	£ 15.62	Ionos	Website Fees																															
26.09.19 Chq No. 100911	£145.66	E-On	Electric on Sportsfield																															

	<p>b) Transfers.</p> <p>19.08.19 Transfer £1,000.00 from Business Premium to Current Account 26.09.19 Transfer £1,000.00 from Business Premium to Current Account</p> <p>c) Change of Signatories on Barclays Band Mandate – It was agreed that the Chairman, Vice-Chairman and Cllr. Seeley would be bank signatories. Clerk to notify Barclays Bank in order that the mandate can be amended.</p> <p>d) Donations to Stop Stansted - Cllr. West had attended the meeting and had written a report for the website. Clerk to attach Stop Stansted Expansion minutes. Cllr. West advised that Stop Stansted Expansion are very well informed and people are trying to protect villages from over expansion. They have been successful in delaying tactics. It was agreed that a donation of £75.00 would be given.</p> <p>e) Donations to Essex Air Ambulance – It was agreed that a donation of £75.00 would be given.</p> <p>f) Grant to St. Andrews PCC for upkeep of graveyard – Defer to next meeting as still awaiting grant request letter.</p> <p>g) Internal Auditor - The Chairman advised that the existing Internal Auditor was happy to continue. She charges £100.00. Someone had offered to carry out the audit for free but it was agreed the current Internal Auditor knows the accounts and has been doing them for many years. All agreed to carry on with current Internal Auditor.</p> <p>h) Grass cutting contract – The Sportsfield Committee have no intention of purchasing a tractor. Weed killing is not viable or environmentally friendly so therefore they will not be proceeding with this option. The Chairman stated that cutting is the answer. It was agreed to go out to tender for grass cutting. Cllr. Seeley to organise.</p> <p>i) Any Other – Second half Precept had been received amounting to £4,772.00.</p>	<p>CLERK</p> <p>CLERK</p> <p>CLERK</p> <p>CLERK</p> <p>GS</p>
15.	<p>PLANNING.</p> <p>a) Planning Applications Received: -</p> <p>ESS/46/19/CHL/SPO - Land South of A1060 (Salt's Green), Chalk End, Chelmsford (Northern part of MLP Allocation A40: Shellow Cross – EIA Scoping Opinion for a new sand and gravel quarry.</p> <p>19/08414/TELPE – Round Roblets, Bedfords Farm Road – Planning application for mast.</p> <p>Mill Cottage, Mill Road – T1 – Walnut – Crown lift over the highway to 5.2m. No objection.</p> <p>b) Planning Results:-</p> <p>Round Roblets, Bedfords Farm Road – Single storey side extension to house and new garage building including room in roof. The Parish Council had no comments or Objections. Approved.</p> <p>Fouchers, Fountain Road - Construction of agricultural building for machinery and crop storage. Withholding Approval.</p> <p>19 Souther Cross Road - The construction of a single storey rear extension, which would extend beyond the rear wall of the original house by a maximum depth of 6m, for which the maximum height would be 3.5m, and for which the height of the eaves would be 2.76m. Prior Approval Not Required.</p> <p>ESS/46/19/CHL/SPO - Land South of A1060 (Salt's Green), Chalk End, Chelmsford (Northern part of MLP Allocation A40: Shellow Cross – EIA Scoping Opinion for a new sand and gravel quarry. Scoping Opinion granted.</p>	

	<p>c) Other Planning Matters</p> <p>ESS/46/19/CHL/SPO - Land South of A1060 (Salt's Green), Chalk End, Chelmsford (Northern part of MLP Allocation A40: Shellow Cross - A public exhibition will be held in Roxwell Memorial Hall on Wednesday 2nd October between 2.30pm and 7pm. The exhibition will be to inform the local residents, councillors and any other interested parties, about the proposed plans for the extraction of sand and gravel and subsequent restoration and landscaping of land south of A1060, near to Chalk End. The site forms part of an allocated sand and gravel site in the adopted Essex County Council Minerals Local Plan 2014.</p> <p>The proposal is to extract up to 500,000t of sand and gravel from the site before restoring the site. Access to the site will be directly from the A1060 (Chalk End by-pass), and in terms of timescales, the proposed project is estimated to be completed within 10 years.</p> <p>The proposals will include mitigation measures to minimise impact on the area include flood relief ponds to relieve / reduce flood risk further down the Newlands Brook (Boyton Cross / Roxwell). There will also be no landfill waste imported to the site.</p> <p>The purpose of the public exhibition is to give local residents, councillors and interested parties the opportunity to review the latest plans, ask questions about the proposals, and for the applicants to listen and take on board any issues/concerns.</p> <p>Margaret Roding have offered their support to Roxwell and Good Easter Parish Council regarding this application.</p> <p>The Chairman advised that the plan had been reduced substantially and that the exit had been changed. It is now at Chalk End instead of near Newland Hall. A parishioner asked the Parish Council to ask for a copy of Highway Authority report. The Chairman advised that he had attended Roxwell Parish Council's meeting and told the Chairman at Roxwell Good Easter Parish Council would support them. The Chairman encouraged Councillors to attend the Public Exhibition and voice their views.</p> <p>Planning Enforcement – New Complaint Received - 19/00292/ENFB Planning compliance check: 18/00153/FUL; alleged new vehicular access being created at Willow Cottage Tye Green.</p>	ALL
16.	<p>CORRESPONDENCE.</p> <p>The Chairman advised that all relevant correspondence had been circulated to all Councillors.</p>	
17.	<p>VILLAGE AMENITIES AND PROPOSAL TO BUILD NEW VILLAGE HALL.</p> <p>The Chairman advised that the matter would be deferred as it was a big discussion item.</p>	
18.	<p>VILLAGE HALL REPORT.</p> <p>Cllr. West, Chairman of the Village Hall Committee, gave the following report:-</p> <p>The Village Hall has regular bookings. It is self -funding with currently £5k in the bank. There are no issues are present.</p>	
19.	<p>SPORTSFIELD REPORT.</p> <p>The Treasurer of the Sportsfield Committee gave the following report:-</p> <p>Two events have been organised and one was cancelled due to an administration error. The Good Easter day was held where parishioners watched old videos and looked at old photographs. The other event was the Scarecrow event which raised £390. There is currently £11k in the accounts.</p>	
20.	<p>REPORT BY CLLR. SEELEY ON 10 GREEN PARISHES.</p> <p>Cllr. Seeley reported that 10 Green Parishes is a local group run by a lady from Canfield. It is a small group not affiliated to anyone else. The sole aim is to carry out small things to improve the environment. Cllr. Seely advised that they have excellent ideas which are at an incredibly low cost. Funding is between negligible to nothing. 10 Green Parishes are looking for ideas the Parish Council would like help with.</p>	

	<p>One example was an outside tap so cyclists can fill up their containers. There is an app that can be downloaded onto your mobile phone so you can locate any taps in the area. Another example was planting of wildflowers and trees on small pieces of land. The Millennium garden in the Sportsfield is no being maintained so this might be an ideal location. Another suggestion was a collection bin outside for crisp packets and pens which are not recyclable by CCC but can be if put in a special bin and sent to the right place. The School have been spoken to and they will have mini recycling bins and 10 Green Parishes would also like them at the Village Hall if possible. The lady running 10 Green Parishes family are potato farmers so they are happy to donate timber crates so people can make their own compost bins.</p> <p>The Parish Council were happy to support 10 Green Parishes. Uttlesford have given a lot of support and have set up a £500 grant. 10 Green Parishes will look for donations when they are ready to do planting and will be looking for representatives for each village. Woodland Trust are donating trees for communities. Anyone wanting to join can join via Facebook under 10 Green Parishes.</p>	
21.	<p>DATA PROTECTION ACT.</p> <p>The Clerk had a copy of the forms adopted by Roxwell Parish Council. Agreed to defer until next meeting.</p>	
22.	<p>DOG WASTE BINS.</p> <p>Cllr. Seeley advised that the bins cost between £100 - £200. He had spoken to CCC who advised they are up to full capacity and cannot empty anymore bins. Cllr. West suggested putting up notices asking people to pick up their dog waste. The Chairman advised that the Chairman at Roxwell empties the dog bins himself. Cllr. Seely suggested the Parish Council buying the bin and Sportsfield installing it. All agreed. The Chairman thought it would be a good idea to have a rota for emptying the bin. Not all Councillors were keen on this idea and the question of where the contents would be disposed of was brought up. Cllr. Seeley suggested contacting CCC for the wording of signage.</p>	GS
23.	<p>PARISH COUNCIL WEBSITE.</p> <p>The Chairman thanked Cllr. Wood for all the work he had carried out on the website. The Chairman advised that he needed to discuss the website with Cllr. Wood so the matter would be deferred to the next meeting. Cllr. Wood advised that he had been trying to put up all events and notices onto the website.</p>	CW
24.	<p>FUTURE PRESENTATION BY COMMUNITY ENABLERS.</p> <p>After discussion with the Acting Chairman, The Clerk had invited Community Enablers to attend the next meeting to come and talk to the Parish Council about a new project funded by Essex County Council called Community Enablers which aims to tackle social isolation and loneliness. The lady who covers Chelmsford would like to learn more about what is happening in the parish and to see if they can get a community champion locally.</p>	
25.	<p>IMPASSABLE FOOTPATH NEXT TO OLD SALVATION ARMY HUT AND MISSING SIGNAGE.</p> <p>The Chairman reported that a parishioner had reported the footpath had become impassable and the signage has been removed. The footpath comes under Mashbury so the parishioner had taken up the matter with them and it was now getting sorted. The Chairman thanked Cllr. Stephenson and the parishioner for cutting the footpath in the village. Cllr. Stephenson advised that she was chasing to get someone out to keep the footpath cut.</p>	MS
26.	<p>NO PARKING SIGN AT OLD CROFT CLOSE.</p> <p>CHP own the land, but cars are blocking the entrance to the car park. A suggestion was to put up a resident only parking sign. CHP have agreed to do yellow hatching road markings in the new financial year. Cllr. Stephenson reported that people who do not live in Old Croft Close are parking in the car park. Signage to be investigated.</p>	
27.	<p>LITTER PICKING EQUIPMENT.</p> <p>The Chairman advised that the Clerk had managed to secure a set of litter picking equipment for the Parish Council which he had subsequently collected. CCC had offered sets on a first come first served basis so the Clerk had responded to the E-mail straightaway.</p>	

	It was agreed to hold a village litter picking day on 12 th October at 10am. Everyone will meet at the Village Hall. Clerk to arrange for CCC to collect rubbish.	ALL/CLERK
28.	ITEMS FOR THE NEXT AGENDA. The Chairman asked for Roles and Responsibilities to be added to the next Agenda. Cllr. Seeley asked if he could be the Environmental Officer and stand down from being the EALC representative.	CLERK
29.	DATE OF NEXT MEETING. The date of the next meeting is on Thursday 28 th November 2019. The Chairman thanked everyone for attending and closed the meeting at 20.50pm.	