

**GREAT YELDHAM PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on**  
**Thursday 17<sup>th</sup> September 2020 at 7.30pm via Zoom**

**Present:** Cllr Philip Rawlinson (Chairman)  
 Cllr John Marks (Deputy Chairman)  
 Cllr Georgina Burr  
 Cllr Lewis Mundy-Gill  
 Cllr Phil King  
 Cllr Barry Sargeant  
 Cllr Weiland

**In attendance:** Tracy Wigmore (Parish Clerk)  
 No members of the public present.

**20/065 Welcome and to receive and record apologies for absence**  
 Apologies received from Cllr Anne Burrows and accepted.

**20/066 Declarations of Interest.**  
 To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda.  
**Cllrs Burr, Mundy-Gill, Rawlinson and Weiland declared a non-pecuniary interest at item 20/076 as Trustees of Great Yeldham Sports Ground.**

**20/067 To approve the minutes of the Parish Council meeting held on 6<sup>th</sup> August 2020. RESOLVED that the minutes of the meeting held on the 6<sup>th</sup> August were a correct record. All in favour. Chairman signed the minutes outside the meeting due to COVID 19 restrictions.**

**20/068 Public Participation Session with respect to items on the agenda and other matters of mutual interest.** None present.

**20/069 Invitation to Cllr David Finch, Essex County Council and Cllr Richard van Dulken, Braintree District Council to address the meeting on matters of mutual interest.**  
 Apologies received from Cllr Finch.

Cllr van Dulken (joined the meeting at 20.03, Cllr Rawlinson agreed to take this item)

- Network 5 (Birdbrook, Gt Yeldham, Ridgewell, Stambourne and Toppesfield) network to be rebooted to discuss common concerns.
- Cllr Community Grant: no applications received from Gt Yeldham. Clerk reported an application could be made on behalf of Gt Yeldham Sports Ground as a contribution towards the purchase of outdoor exercise equipment for the grounds.
- Planning for the Future: Government White Paper August 2020. Very important that Town/Parish Councils respond to the consultation as will have an impact on villages as the planning process is going to be simplified not necessary in the favour of villages.
- Braintree Town Centre – pedestrian works comment on the 21<sup>st</sup> September
- Horizon 120 Business Park, site construction has commenced with GRIDSERVE's first Electric Forecourt to be completed by November 2020.

**20/055 Planning Applications: Received as at 10/09/20**  
 20/01309/FUL | Erection of 1 No. 3 bedroom dwelling and detached Garage | 20 Ridgewell Road Great Yeldham Essex CO9 4RG 25/09/20  
**RESOLVED: No comments.**

20/01406/HH | A new detached single storey pitched roof outbuilding of size 6m x 3m | Brook Farm House Tilbury Road Great Yeldham Essex CO9 4JG  
07/10/20  
**RESOLVED: No comments.**

**20/056 Planning Decisions -To note any decisions received as at 10/09/20**

02/2020/TPO	Land rear of Grove House, High Street, Gt Yeldham. Tree Preservation Order 29/07/20	For Information
20/00603/OUT	Outline Planning Permission with all matters reserved -Proposed 3 No. dwellings and associated access and landscaping work. Planning Application. Chapel House Leather Lane Great Yeldham Essex CO9 4HX.	Pending
20/01131/COUP A	Prior approval for the change of use of agricultural building to a dwellinghouse (Class C3), and for associated operational development - Change of use to 5 residential dwellings. Open for comment icon Spaynes Hall Cherry Lane Great Yeldham Essex CO9 4HH.	Pending
20/00208/TPOC ON	Carry out works to trees in a Conservation Area - Ash (t1) Crown reduction over the car park. Lowest large limbs up to 4 metres and higher branches up to 2 metres, Leyland cypress (t2) fell and grind stumps of 4-5 trees, Yew (t3) Crown lift to balance shape. Bowyers North Road Gt Yeldham CO9 4QD.	Permitted
20/00230/TPO	Carry out works to tree protected by Tree Preservation Order 24/10 - Ash (t1) Reduce first major scaffold branch by 2-3 metres. This will reduce the overhang above the portacabin. *I plan to carry out an aerial inspection of the tree whilst doing this work and cut back the ivy* The owner is concerned that the tree could fall across the neighbour's property and the road. 60 Butlers Way Great Yeldham Essex CO9 4QN	Permitted
20/00229/TPO	Carry out works to trees protected by Tree Preservation Order 24/10 - Oak (t1) Crown reduction of up to 2 metres on all branches overhanging the garden, Thin out epicormic growth by 30%., This will reduce shading in the garden and maintain work done previously and Ash (t2) Crown reduction of up to 2 metres on all branches overhanging the garden. Old Oaks Leather Lane Gt Yeldham Essex CO9 4JA	Permitted

**20/072 Planning for the Future: Government White Paper August 2020**

This consultation seeks any views on each part of a package of proposals for reform of the planning system in England to streamline and modernise the planning process, improve outcomes on design and sustainability, reform developer contributions and ensure more land is available for development where it is needed. This consultation will last for 12 weeks from 6 August 2020.

**RESOLVED that the Item be placed on the next agenda for discussion.**

**20/073 Memorial for the late Marlene Broomfield**

A general discussion was held. The Clerk report that £420 had been received to date with the additional £500 contribution from the PC, £920 in total. Memorial options suggested included archway over gateway between the lawn cemetery and the glades; memorial bench with plaque or purchase of mature trees with plaque. The later was preferred as trees more environmentally friendly. Cllr Rawlinson to source trees.

**RESOLVED that a further update report be presented at the next meeting.**

**20/074 The 4 Villages Magazine**

A general discussion was held on the restructuring of the magazine and future distribution. Regulations state that local authorities cannot charge advertising fees to commercial companies to offset printing costs. To continue magazine publication the Reading Room Management Committee were consulted and they agreed to take over publication, with the current editor in situ. Action:

- Paul Clark Printing Ltd to deliver 4VM direct to Cllr Burrows who will split into volunteer areas.
- Volunteers to collect their batch direct from Cllr Burrows including volunteers from Little Yeldham and North End
- Butlers Way volunteer would like to swop with another area if possible
- Cllr Burr to obtain previous volunteer list to contact volunteers to see if they are happy to continue with delivery.
- Cllr Marks available to help.
- The magazine would still be available on the PC's website.

**RESOLVED: that the Gt Yeldham Reading Room Management Committee take over the publication of the Four Villages Magazine. All in favour**

**20/075 Play Park and Outside Play Areas/Equipment (Covid 19 Restrictions)**

From Monday 14th September the Government's rules on social distancing has changed by banning social gatherings of more than six people in England as the Government responds to a spike in coronavirus cases. The Clerk reported that temporary signs had been installed but it would be of benefit if PC purchased dibond signage as these are more durable. Request to be made to Handyman Service whether a pole can be installed by the side of the gate to attach signage.

**RESOLVED that dibond signs and pole for the play park are purchased for the play park/areas as required. All in favour.**

**Cllr Marks took over as Chair for discussion of the next item.**

**20/076 Sports and Recreation Ground**

The Sports Ground Management submitted their annual report and request for a grant of £5,000 towards operating costs:

- MC meeting to be held next week to discuss outside exercise equipment, 3 quotes received. Still waiting on BDC to confirm the balance of S106 funding from application 11/01197/FUL.
- Cllr Burr meeting with Community 360 next week to discuss sources of grant funding for the Multi Use Games Area (MUGA) through the National Lottery and Sport England.
- Pavilion now open with COVID19 procedures in place, cleaner has been appointed to undertake weekly clean. Hedingham United currently using the grounds/pavilion for their 4 teams.
- Increase in grant request due to additional costs incurred to ensure the grounds/pavilion comply with Covid 19 guidance, the main increase was the need to appoint a cleaner as the previous Chairman did this voluntary.

**RESOLVED that the Great Yeldham Sports Ground Grant Request of £5,000 be approved. Proposed: Cllr Sargeant. Seconded: Cllr King. All in favour.**

**Cllr Rawlinson re-joined the meeting as Chairman**

- 20/077 Burial Grounds**  
Management plan circulated prior to the meeting. No comments.  
**For note and comment.**
- 20/078 Public Sector Bodies (Website and Mobile Applications) Accessibility Regulations 2018** (report circa prior to the meeting).  
Regulations require local councils to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities. From 23rd September 2020 all local council websites will have to comply with those regulations.  
**RESOLVED that the Clerk complete the action plan and accessibility statement. All in favour.**
- 20/079 Local Government Services Pay Agreement for 2020/2021 & the National Salary Award Scales** (report circa prior to the meeting).  
Reported that the National Joint Council for Local Government Services (NJC) announced that an agreement was reached between the National Employers and the NJC Trade Union Side on the new pay scales for 2020-2021 and change to the Annual Leave Entitlement to be implemented from 01/04/20.  
**RESOLVED that the revised pay awards annual leave entitlement for the Parish Clerk be implemented from the 1st April 2020. All in favour**
- 20/080 Clerks Report**  
Councillors to review actions list, update and report progress to date (Rpt circa).  
  - The Slupe. Clerk had sent letter to Mrs Gabrielle Spray, Cabinet Member for Planning. No response received to date.
  - Dangerous Dogs (Fishing Lakes) reported to BDC.
  - Fishing Lakes – believe that owner/family is currently living on the site. Cllr van Dulken reported that BDC enforcement Team are investigating but would help if the PC sent a letter raising concerns.
- 20/081 To approve the monthly invoices and accounts due for payment.**  
The list of payments was presented. **RESOLVED that payments of £4663.41 be approved. All in favour.** The Accounts for Payment were signed by Cllrs Burrows and Mundy-Gill outside of the meeting due to COVID 19 restrictions.
- 20/082 Receipts and Payments ending 31<sup>st</sup> August 2020**  
The Clerk presented the Receipts and Payments report which represented the end of year accounts. Clerk reported that there would be a potential underspend this year due to COVID 19 and not being able to hold events, underspend to be reallocated. A meeting of the Finance and General Purposes would be arranged early October to discuss the precept/budget requirements for 2021/22 to be presented at the next PC meeting.  
**RESOLVED: That the report be approved. All in favour.**
- 20/083 Information Exchange/Communication Received/Next Agenda Items Only**
  - Planning for the Future: Government White Paper August 2020
  - Memorial the late Marlene Broomfield
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- 20/084 Date and time of next meeting**  
The next meeting of the Parish Council to be held on Thursday 8<sup>th</sup> October 2020 at 7.30 pm.

**The meeting closed at 20.35 pm**