

**GREAT YELDHAM PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on**  
**Thursday 3<sup>rd</sup> March 2022 at 7.30pm, Reading Room, Gt Yeldham**

**Present:** Cllr Philip Rawlinson (Chairman)  
 Cllr John Marks (Deputy Chairman)  
 Cllr Georgina Burr  
 Cllr Anne Burrows  
 Cllr Phil King  
 Cllr Mark Lovell  
 Cllr Trevor Reddin  
 Cllr Barry Sargeant  
 Cllr Gary Theobald

**In attendance:** Tracy Wigmore (Parish Clerk)

No members of the public present.

**22/035 Welcome and apologies for absence**  
 None Received.

**22/036 Declarations of Interest**  
 None declared.

**22/037 To approve the minutes of the Parish Council**  
 Amendment to minute 22/022 amend first sentence to ‘Toppesfield Road resident raised concerns regarding.’  
**RESOLVED that the minutes of the meeting held on 3<sup>rd</sup> February 2022 were a correct record. All in favour.** Chairman signed the minutes.

**22/038 Public Participation Session with respect to items on the agenda and other matters of mutual interest.**  
 None present.

**22/039 Invitation to Cllr Peter Schwier, Essex County Council and Cllr Richard van Dulken, Braintree District Council to address the meeting on matters of mutual interest.**

Cllr Van Dulken

- Essex Levelling Up – reported at last meeting. Meeting held with Toppesfield, Stamborne, Gt Yeldham to discuss what ‘levelling up’ plans could be developed for the villages’ discussion points included: large heat exchange facility, electrical charging unit in Gt Yeldham (as the larger village), transport/bus service. Suggestions to be further explored.
- Reminder that the Councillor Community Grant Scheme ends 31st March 2022, Parish Council’s will no longer be able to apply from the 1st April 2022 but Community Groups will be able to submit applications for 2022/23.
- Fishing Lakes - an appeal has been submitted to the Planning Inspectorate – ongoing.
- The Slipe – no further updates.

Apologies received from Cllr Peter Schwier.

**22/040 Planning Applications – Received as at 27/01/22**

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22/00180/FUL	Replace front facing windows and doors with double doors with windows on both sides. Replace existing canopy with a
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	freestanding mono pitched canopy. St Andrews C Of E Primary School, Church Road, Great Yeldham <b>RESOLVED that the Parish Council has 'No Comments'.</b>
22/00362/TPO	Notice of intent to carry out works to a tree protected by Tree Preservation Order 24/10 - Ash (T1) Fell tree due to Ash dieback.   59 Butlers Way, Great Yeldham, Essex. <b>RESOLVED that the Parish Council has 'No Comments'</b>
22/00363/TPO	Notice of intent to carry out works to tree protected by Tree Preservation Order 24/10 - Ash (T1) Fell due to Ash dieback   60 Butlers Way, Great Yeldham, Essex. <b>RESOLVED that the Parish Council has 'No Comments'</b>

#### 22/041 **Planning Decisions -To note any decisions received as at 27/01/22**

21/02991/TPOC ON	Notice of intent to carry out works to tree in a Conservation Area - Magnolia (T1) Crown reduction   Turner House North Road Great Yeldham Essex CO9 4QD. <b>PENDING</b>
21/03099/FUL	Erection of a two-storey medical centre with allocated parking.   Land North Of Osier Way Sible Hedingham Essex. <b>PENDING</b>
22/00042/HH	Detached Garage   Bethany Toppesfield Road Great Yeldham Essex CO9 4HE. <b>PENDING</b>

#### 22/042 **Mens Shed - Essex Shed Network (ESN)**

Cllr Rawlinson reported that a public consultation event had been organised for 23<sup>rd</sup> March 2022 to discuss the proposal for a Men's Shed to be set up in the village. It was hoped that a project leader/group from that meeting be identified to take the project forward. Cannot move forward with the project unless a project leader/group is established independently from the Parish Council, support will be provided where required.

**For note.**

#### 22/043 **Great Yeldham Post Office**

Cllr Rawlinson reported that Post Office Limited had given notice that the service will temporarily cease from the 29<sup>th</sup> March 2022. Wendy Hamilton from Post Office Limited and the Parish Council are exploring other proposals for the village i.e. the current mobile service operating in nearby villages could be facilitated in the Reading Room but this could take a couple of months to set up as new volunteers require training; looks promising but not definite. If any new proposal is to go ahead, it is expected that services may not be up and running until September.

**For note.**

#### 22/044 **The Queen's Platinum Jubilee Event**

Cllr Burr updated the meeting with possible plans for the event but emphasised that bookings could not be made until the Parish Council agreed a budget for the event. An Awards for All grant application had been submitted to the Big Lottery but there was no guarantee it would be successful, bookings needed to be secured asap. The Clerk reported that there had been various underspends in the 20/21 and 21/22 budgets due to covid and events not proceeding (underspends £1.5k for the VE Day, £2.3 Events and an underspend of £4k from the cemetery car park). A general discussion was held. It was proposed by Cllr Theobald that £6k is allocated towards the jubilee event.

**RESOLVED that £6,000 be allocated from the Reserves for the Jubilee Event**  
**Proposed: Cllr Theobald. Seconded: Cllr Burrows. All in Favour.**

**22/045 Braintree District Council - Surplus on Collection Fund.**  
BALC's letter to BDC regarding the decision to withdraw the recycling of surpluses to Parish/Town Council's on the Collection Fund from 2022/23. Cllr Rawlinson read the response from Cllr Butland; at its budget meeting held on 21<sup>st</sup> January 2022 Councillors unanimously agreed to withdraw the surplus on the Collection Fund. Unfortunately, the decision will mean that town/parish councils will lose this useful component of their funding.  
**For note.**

**22/046 The Local Council Service Award (Report Circa)**  
The Parish Council's Foundation Award expires on the 30<sup>th</sup> June 2022 in order to re-credit the council needs to meet the criteria and complete the application process by 31<sup>st</sup> March 2022. To pass resolution to enable the Parish Council to re-accredit for Foundation status in the Council Awards scheme

**RESOLVED that:**

**(a) the Parish Council had achieved items 1 – 17 of the Foundation Level and that all documentation relating to these items can be found of the Parish Council website:**

- 1. Standing Orders**
- 1a. Financial Regulations**
- 2. Code of Conduct**
- 2a. Registers of Interest**
- 3. Publication Scheme**
- 4. The Last Annual Return**
- 5. Transparent Information about Council Payments**
- 6. A Calendar Showing all Meetings**
- 7. Current Agendas**
- 8. Minutes**
- 9. The Budget & Precept Information**
- 10. Complaints Procedure**
- 11. Accessibility Statement**
- 12. Privacy Notice**
- 13. Council Contact Details**
- 14. Action Plan for the Current Year**
- 15. Evidence of Consulting the Community**
- 16. Publicity Advertising Council Activities**
- 17. Evidence of Participating in Town and Country Planning**

The council also confirms by resolution at a full council meeting that it has:

**(b) the following items of the Foundation Level have been achieved:**

- A Risk Management Scheme;**
- A Register of Assets;**
- Contracts for all Members of Staff;**
- Up-to-Date Insurance Policies that mitigate risks to public money;**
- Disciplinary and Grievance Procedures;**
- A Policy for Training and Development of Staff and Councillors;**
- A Record of all Training undertaken by Staff and Councillors in the last year;**
- The Clerk who has achieved 12 CPD points in the last year.**

**Proposed: Cllr Burrows. Seconded: John Marks. All in favour.**

- 22/047 General Power of Competence, Localism Act 2011 (Report Circa)**  
For the Parish Council to confirm that it meets the eligibility criteria for the General Power of Competence as set out in the Localism Act 2011 and resolves to adopt the power.  
**RESOLVED that Great Yeldham Parish Council resolves until the Annual Meeting of the Council 2023, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence".**  
**Proposed: Cllr Theobald. Seconded: Barry Sargeant. All in favour.**
- 22/048 Clerks Report**  
Councillors to review actions list, update and report progress to date. (Rpt circa).  
  - 15-20 Leather Lane – reported that the footpath is being cutback by someone (not known who) and is tidy
  - First Aiders trained up by Jubilee Late April/May
  - ROSPA – weed removal. Handyman to check.
  - Payback Team to clean up the railway station platform.
  - Toppesfield Road Junction (corner) Chairman contacted Hunnables, to be reviewed in April.**For note.**
- 22/049 To approve the monthly invoices and accounts due for payment.**  
The list of payments was presented. **RESOLVED: that payments of £9392.20 be approved. All in favour.** The Accounts for Payment were signed by Cllrs Rawlinson and Burrows.
- 22/050 Receipts and Payments for the period ending 28<sup>th</sup> February 2022**  
The Clerk presented the Receipts and Payments report. There were no queries or comments **RESOLVED: That the report be approved. All in favour.**
- 22/051 Information Exchange/Communication Received/Next Agenda Items Only**  
  - Church had organised a collection for the Ukraine refugees. ECC have set up a website, which signposts readers to the latest available information on how residents and business can contribute to humanitarian aid for Ukraine  
[Essex stands with Ukraine: what you can do to help - Essex County Council](#)Agenda Item:  
Future Use of Bowtells Meadow. Cllr Burr suggested using Active Essex's on-line platform to host a consultation survey.
- 22/052 Date and time of next meeting**  
The next meeting of the Parish Council to be held on the 7<sup>th</sup> April 2022 at 7.30 pm in the Reading Room. High Street, Great Yeldham.

The meeting closed at 9.00 pm