

**GREAT YELDHAM PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on**  
**Thursday 6<sup>th</sup> October 2022 at 7.30pm, Reading Room, Gt Yeldham**

**Present:** Cllr Philip Rawlinson (Chairman)  
 Cllr John Marks (Vice-Chairman)  
 Cllr Anne Burrows  
 Cllr Phil King  
 Cllr Mark Lovell  
 Cllr Bikaramjit Singh (co-opted at item 22/146)  
 Cllr Barry Sargeant  
 Cllr Gary Theobald

**In attendance:** Tracy Wigmore (Parish Clerk)  
 4 members of the public present.

- 22/144 Welcome and apologies for absence**  
 Apologies received from Cllr Burr, Cllr van Dulken, District Councillor and Cllr Schwier, ECC
- 22/145 Declarations of Interest**  
 None declared.
- 22/146 Casual Vacancy – Co-option to Parish Council**  
 The Clerk reported that 2 expressions of interests had been received. The Chairman thanked the candidates and asked them each to present why they would like to join the Parish Council. A written ballot was taken and voted on by Councillors in accordance with the Co-option procedure. Mr Singh received a majority in the written ballot and was invited to join the Parish Council. The Chairman thanked Mr Littwin for his interest and stated that there would be a Parish Council election in May 2023 and encouraged him to stand.  
**RESOLVED that Mr Bikaramjit Singh be co-opted to the Parish Council.**
- 22/147 To approve the minutes of the Parish Council**  
**RESOLVED that the minutes of the meeting held on 4<sup>th</sup> August 2022 were a correct record. All in favour.** Chairman signed the minutes.
- 22/148 Public Participation Session with respect to items on the agenda and other matters of mutual interest.**  
 None.
- 22/149 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.**  
 Apologies received from Cllrs Schwier and van Dulken.
- 22/150 Planning Applications – Received as at 28/09/22**
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- 22/02226/VAR | Removal of Condition i (Sale of animal feeds) of Application Reference Number: P/BTE/005089/FI/H - allowed at appeal ref: T/APP/Z1510/A/89/123554/P8 on 04/01/1990 for Change Of Use Of Building Into Farm Shop To Sell Horse And Animal Feed. 03/10/22  
**RESOLVED: No comments.**
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- 22/02414/HH | Erection of outbuilding. | 15 Stambourne Road, Great Yeldham, Essex 25/10/22  
**RESOLVED: No comments.**
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22/02451/HH | Part single part two storey rear extension and first floor side extension | 10 Butlers Way, Great Yeldham, Essex. 25/10/22

**RESOLVED: No comments.**

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**22/151 Planning Decisions as at 28/09/22**

22/00552/HH Retention of 1.8m boundary fence adjacent to highway. Canie Hall, Toppesfield Road, Great Yeldham. **PENDING**

22/01355/ELD Application for a Certificate of Lawfulness for an existing use - Use of existing caravan as independent residential accommodation. LOCATION : Caravan Rear Of The Tractor Shed Nuns Walk Church Road, Great Yeldham. **REFUSED**

22/01747/HH | Proposed single storey side extension and rear raised patio. | 36 Butlers Way Great Yeldham. **GRANTED**

22/01781/HH | Retention of single storey rear extension to outbuilding | Canie Hall Toppesfield Road Great Yeldham. **PENDING**

Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 9/76 - Fell mature ash tree. Tweed Cottage Tilbury Road CO9 4JG. **GRANTED**

22/02161/TPOCON The Old Rectory, Church Road, Great Yeldham, Essex, CO9 4PT. Application to carry out work on trees affected by the Conservation Area. **PENDING**

22/02196/HH & 22/02197/LBC | Erection of annexe and installation of in-ground swimming pool, with associated landscaping and paving. Installation of EV charging point. Replacement of existing vehicular entrance gates with new larger gates, and addition of new gate to walled garden. | Brook Farm House , Tilbury Road. **PENDING**

22/02183/AGR. Application for prior notification of agricultural or forestry development - Agricultural grain store. Land Adjacent To 17 Ridgewell Road Great Yeldham Essex. Application for a Prior Approval under the General Permitted Development Order 1995 (as amended) has been submitted. Details of the application are displayed on the Council's website. **Planning Permission Required.**

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**22/152 Mens Shed**

Update by Cllr Lovell. Containers have been installed at the Recreation Ground and welded together; repairs have been undertaken to floors and roof holes. Next phase will be to cut through and join into one, install wood panelling and painting. A generator, racking and work benches will need to be purchased or donated. Donations of hand tools have been received from Cressing Temple Community Shed; and wood/materials donated by Darkins Supply Stores. Inaugural meeting to be held 18<sup>th</sup> October 2022, to agree constitution and code of conduct; funding can then be explored through BDC and ECC. It is anticipated that the project will be operational from January 2023.

**For note.**

**22/153 Bowtells' Meadow**

Update by Cllr Theobald/Burrows. The first meeting of the Working Group met in August to consider the suggestions received from residents. Some suggestions were more appropriate to be considered by the Sports Ground Management Committee. Some ideas may not be feasible because of health and safety, practicability, cost and restrictions on the use of the meadow. A public meeting has been arranged for Wednesday 26<sup>th</sup> October at 7.30 pm in the Reading Room to go through the options, share thoughts for the future of the Meadow when it is passed to the Parish Council next year.

**For note.**

**22/154 Essex Association of Local Council's (EALC) Annual General Meeting (AGM)**

Cllr King reported that he had attended the EALC AGM on the 22<sup>nd</sup> September 2022 which was well attended by 140 representatives from Town/Parish Council's across Essex. Presentations from key speakers from EALC, Police, Fire and Crime Commissioner's Office and Essex County Council. The 'hot topic' of the day was the lack

of response and length of time taking to repair potholes/pavements. Cllr McKinlay, Deputy Leader of ECC confirmed that if Councils were having problems to contact Lee Scott at ECC; if no feedback received within a couple of days to contact the EALC President or Chairman. Other information topics included:

- EALC: updating of IT systems to Cloud, grants available and recognition for Pearl Wilcox who leads on the County's training programme for Town/Parish Councils.
- Residents should continue to report crime incidents as it helps the Police to build up hot spots which targets resources. £50 million awarded through the Safer Street Fund to tackle domestic abuse and violence against women and girls and make streets safer
- Community Speedwatch – 8 Councils have applied to run their own speed watch programme. A new speed watch sign is now available once received the local team can commence village speed checks.
- Levelling up – cost of living assistance including warm rooms, community funding, access all areas.

**For note.**

**22/155**

### **Warm Places**

Proposal by Cllr Burr, Cllr Rawlinson reported in Cllr Burr's absence. As the cost of living continues to bite, councils are looking into ways they can help residents with rising energy bills. Some are planning to open public spaces, such as community centres, village halls, libraries, so people who struggle to heat their homes this winter will be able to gather inside the public buildings and use them as 'warm banks'. A similar scheme could be set up in partnership with the Reading Room Management Committee (RRMC). Cllr Rawlinson reported that due to tight timescales, the RRMC had applied to the Essex Community Foundation for funding to help set up a Warm Bank, running from November to March. The project would provide hot drinks/soup/roll one day a week, exercise class, board games and transport being provided for pick-ups and home drop offs. An article had been placed in the 4 Villages Magazine asking for volunteers, the project can only go ahead with the support of the community.

**For note.**

**22/156**

### **Vehicle Activated Signs (VAS)**

VAS have been installed in the County since 2003 with over 500 now in place but not all are having the desired effect. ECC have changed the criteria to enable Towns/Parishes to install VAS themselves in locations which they feel would gain the most benefit and with the flexibility to move them to keep the message fresh to the drivers. The report outlined the various quotes received from ECC approved suppliers list; quotes ranged from £2,475 to £3,795 depending on whether battery/solar powered and type the type of sign, costs did not include installation works. A general discussion was held, it was felt that the project should be shelved for the time being due to the 'cost of living crisis', any new projects would have an impact on next year's budget/precept.

**For note.**

**22/157**

### **Annual Governance and Accountability Return (AGAR) Year Ended 31st March 2022 – Notice of Conclusion of Audit.**

Report from the External Auditor 'No matters giving cause for concern that relevant legislation and regulatory requirements have not been met'. 'Notice of conclusion of audit' has been prepared and published on the website/noticeboard 21/09/22. (Rpt circa.). Cllr Marks thanked the Clerk on behalf of the Parish Council for her work in completing the AGAR.

**For note**

- 22/158 Clerks Report**  
Councillors to review actions list, update and report progress to date. (Rpt circa).
- First Aid Training Course to be held on the 12<sup>th</sup> October, 9.00/30 am start in Reading Room, 7 participants registered.
  - ROSPA Play Inspection Report, Caloo have completed repairs to the Rower completed. Wetpour completed. Request made to Handyman to inspect the Zip Wire.
- For note.**
- 22/159 To approve the monthly invoices and accounts due for payment (rpt circa).**  
The list of payments was presented. The Clerk reported that an invoice had been received for the use of the Reading Room to host the Post Office Services on Monday mornings, £28 per session; the cost of funding this activity would need to be agreed by the Parish Council as the estimated cost would be £1,456 per annum, not included the current budget. The Chairman reported that this was an essential service for the village and that the cost should not be incurred by the Reading Room, a general discussion followed. Cllr Burrows proposed that the Parish Council should pay for the cost of hiring the Reading Room to host the Post Office Service, Cllr Marks seconded the proposal. **RESOLVED: 1. That the Parish Council set aside £800 in this year's budget and £1,456 in 2023/24 for the hire of the Reading Room to host the Post Office Services. 2. That payments of £7231.27 be approved. Proposed: Cllr Burrows Seconded: Cllr Marks. All in favour.** The Accounts for Payment were signed by Cllrs Rawlinson and Marks.
- 22/160 Receipts and Payments for the period ending 30th September 2022 (rpt circa.).**  
The Clerk presented the Receipts and Payments report. There were no queries or comments **RESOLVED: That the report be approved. All in favour.**
- 22/161 Information Exchange/Communication Received/Next Agenda Items Only**
- **Great Yeldham Post Office.** Opened on the 26<sup>th</sup> September, good turnout with 15 people accessing the service. Technical fault this week, some services weren't available.
  - **Correspondence received from Essex & Herts Air Ambulances (EHAAT's) (circa) requesting a contribution towards the service.** Cllr Marks proposed that the Parish Council should contribute £500.00 towards the emergency service. Seconded Cllr Burrows. All in favour.
  - **Village Water Hydrants.** Cllr Sargeant reported that there appeared to be a shortage of Water Hydrants in the village; the emergency services struggled with access to water during the heat wave which caused fires in nearby fields. Cllr Rawlinson asked Councillors to report any hydrants to the clerk so that a site location map can be produced. Article to be placed in the 4VM asking residents if they know of one, let the clerk know.
  - **Community 360 produce Resilience Bags for Vulnerable People:** Braintree Freeport have sponsored 600 bags containing various items including shopping bags, blanket, hat, scarf, flask, lip salve, slippers, soups etc. 100 have been issued to 1<sup>st</sup> stop homeless, 500 allocated, 124 left. Would the Parish Council like some. Article to be placed in the 4VM.
  - **Emergency Plan:** Cllr Sargeant reported that there was a good stock of winter salt for the village/salt bins (which need checking for restocking before the winter). Need to order some more Sands Bags. Clerk to order 100.
- 22/162 The next meeting of the Parish Council will be held on Thursday 3<sup>rd</sup> November 2022 at 7.30 pm, Reading Room.**

Meeting closed at 8.40pm

Future Meeting Dates:

- Thursday 1<sup>st</sup> December 2022
- January meeting to be confirmed
- Thursday 2<sup>nd</sup> February 2023
- Thursday 2<sup>nd</sup> March 2023