

**GREAT YELDHAM PARISH COUNCIL****DRAFT Minutes of the Parish Council Meeting held on Thursday 6<sup>th</sup> July 2023 at 7.30pm, Reading Room, Gt Yeldham**

**Present:** Cllr Philip Rawlinson (Chairman)  
 Cllr John Marks (Vice-Chairman)  
 Cllr Georgina Burr  
 Cllr Anne Burrows  
 Cllr Mark Lovell  
 Cllr Gary Theobald

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

- 23/103 Welcome and apologies for absence.**  
 Apologies received from Cllr King and Cllr Singh.
- 23/104 Declarations of Interest.** None declared.
- 23/105 To approve the minutes of the Parish Council**  
**RESOLVED** that the minutes of the meeting held on 11<sup>th</sup> May 2023 were a correct record. All in favour. Chairman signed the minutes.
- 23/106 Public Participation Session with respect to items on the agenda and other matters of mutual interest.**  
 None.
- 23/107 Casual Vacancy – Co-option to Parish Council**  
 To consider applications received. One applicant had been received from Mr B Sargeant. A general discussion was held on the candidate's experience and skills.  
**RESOLVED: that Mr B Sargeant is Co-opted to the Parish Council.**  
**Proposed: Cllr Burrows. Seconded: Cllr Rawlinson**
- 23/108 Invitation to Cllr Peter Schwier, Essex County Council (ECC) and Cllr Richard van Dulken, Braintree District Council (BDC) to address the meeting on matters of mutual interest.**

Cllr Van Dulken.

- Dart 3 Service. Presentation held in Sudbury. Volunteered to work with colleagues in this area to promote, no change in the service. Service is subsidised by ECC at £5 per passenger. Leaflets distributed to Clerk. Concerns that the service usage is low, would be a shame if service ceased.
- Food waste recycling scheme. Residents to receive bin sticker, bags and leaflet.
- Walkway from Strawberry fields to recreation ground. Some progress but limited, licence back from BDC to ECC. Acceptable document will be sent to clerk.
- Weathersfield proposed Asylum Seekers site - unfortunately appeal not granted. However, 12th July there is judicial review to review the decision not to allow the appeal. In conjunction with West Lincolnshire. Police appointed full time to site.
- Planning application Admiral Taverns for 3 Bottles.
- Fishing Lakes/Slipe - no progress. Digger seen on Fishing Lakes site
- Rural England Prosperity Fund, BDC allocated 589,000 to use for Parish Council/community groups to refurbish local natural/heritage assets, café, refurbish workshops, contribute to climate change and support to community £10 to 50K. Launched in July.
- Highfields closed in September to repair/patching the road. Cars to move if possible.

- White Hart bridge progressing, hopeful works will be completed in a month
- Stansted Group have abandoned plans to build a new arrivals terminal instead they propose to build at the back towards runway, more capacity. Will generate a further 5,000 jobs (currently 10,000 employees with 2,500 live in Braintree district)
- GY Men's Shed £400 grant has been received back, has been reserved until planning permission given.

#### Cllr Schwier – Hedingham Division

- Hedingham to Braintree - pot holes, acknowledge long and persistent delays. 3 extra crews appointed for the division to cope with backlog. On going
- Bridge progressing - much delayed, hopefully completed by the end of summer
- Locality Grant available for local communities
- Ride London-Essex, £1 million has already been allocated to Essex for activities and support to people of all ages and abilities to participate in sport and physical activity and increase participation. Following its success Ford RideLondon-Essex is returning to Essex for another three years (2024-2026).
- Children's social care services were rated 'Outstanding' by Ofsted.
- National Grid non statutory consultation East Anglian Norwich to Tilbury line ends on 24<sup>th</sup> August.

#### **23/109 Planning Applications – Received as at 28/06/23**

23/01164/HH & 23/01165/LBC | Replacement single storey rear extension and remedial works to east elevation wall.

**RESOLVED: 'No comments'**

#### **23/110 Planning Decisions as at 28/06/23**

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

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

22/02812/TPOCON Notice of intent to carry out works to trees in a conservation Area: Yew (T1) Crown reduction of 1.5 metres. Oak House, Church Rd. **PENDING**

23/00975/TPOCON | Tree works - The Old Rectory , Church Road, Great Yeldham. **GRANTED.**

23/01028/OUT | Outline planning application with all matters reserved for the erection of 1240 Sqm of B1, B2 and B8 commercial space with associated parking. | Great Yeldham Water Treatment Works, Hedingham Road, Great Yeldham. **PENDING**

#### **23/111 Wildflower Area – Whitlock Drive (small green)**

Request received from resident for the Parish Council to consider whether to allow this space to be turned into a wildflower area, enhancing the biodiversity in the area. A general discussion was held. **ACTION: It was agreed that the Clerk write to residents in the immediate area to consult on the proposal and report back to the next meeting.**

#### **23/112 Bus Services for Great Yeldham**

Request received from resident asking for the Parish Council's support in seeking to extend the bus service in the village. (Communication circu.). A general discussion was held on how the Parish Council could support extending bus provision in the village. The Clerk suggested perhaps nominated Councillors and residents could join the Community Reference Group for the Levelling Up project in rural Braintree being set up by the Essex Wellbeing Service to discuss the barriers of living in a rural village and the impact this has on accessing local services/schools/employment opportunities etc.

**ACTION: Cllr Rawlinson to pass the information onto resident.**

**23/113 Gt Yeldham Men's Shed**

Update Report. Cllr Rawlinson reported that contact had been made with a local Architect to draw up proposals for the revised planning application. Advice received from BDC was to conceal the containers, perhaps formalise the scrub area with seating. The quote fee is between £700 and £1000 to complete drawing and work with BDC Planners. Due to the increasing additional costs the Parish Council was not able to fund the architect fees as well as the planning fees incurred/impending. It was suggested that perhaps the PC could forward fund the fees to keep the project moving forward avoiding further delays and the Men's Shed could fund raise for the additional architect fees with a view of reimbursing the Parish Council within a year. It was anticipated that once the application has been submitted it would take 8 weeks to process/decision.

**RESOLVED: that the Parish Council agree in principle to forward fund the architect fees, subject to discussions with the Men's Shed regarding fund raising for the fees. To waive financial regulations relating to obtaining 3 quotes for the architect fees to avoiding further delays in progressing the project and the imminent grant expenditure deadlines from funders.**

**Cllr Rawlinson Seconded: Cllr Lovell. All in favour**

**23/114 Bowtells Meadow**

Cllr Theobald updated the meeting on progress towards improvements to the open space. The working group had prepared a scoping report which would be sent out to 3 companies specialising in play equipment, inviting them to put forward proposals with costings and funding opportunities for the refurbishment of the play park on the meadow. Essex Highways proposals for works required to Churchfields bridge will have an impact on the proposed scheme. The Parish Council are currently in discussion with Essex Highways about the different proposals.

**23/115 CCTV**

In response to the recent spate of vandalism in the village, Cllr Lovell presented a report on possible CCTV systems ranging from £500 to £50,00 depending on facilities i.e. electricity supply and data features, etc. Would be very expensive to install at the Cemetery/Bowtells Meadow as no electricity supply; installation of data lines £80 per meter, control centre etc. The sports ground Pavilion has access to an electricity supply and would house control; 4 cameras from pavilion site is estimated at £1,000 with battery ones for skate park. **ACTION: Cllr Lovell to submit a full cost proposal to the Finance Working Group meeting in October.**

**23/116 ROSPA Safety Inspection Report**

To review the annual inspections reports for the play equipment at Bowtells Meadow and the Skate Park. A discussion was held on the defects identified in the reports. Handyman to undertake general maintenance items but specialist suppliers would need to be sourced for the Skate Park and Zip Wire. **ACTION: Clerk to investigate suppliers and obtain quotes.**

**23/117 Clerks Report**

Councillors to review actions list, update and report progress to date (Rpt circu).

- ROSPA Report: Request made to Caloo to quote for repairs to the Zip Wire and exercise equipment. Skate Park Ramp – missing panel - Clerk to seek replacement (Highlineskatepark original supplier of equipment no longer operating). Exercise Equipment Notice to be replaced. Clerk to order part for Slide - Handyman to replace. Clerk to seek specialist for replacement swing chain. Wet pour to be patched by Handyman when appropriate weather (not hot/or wet)

- Bin Replacement Skate Park – Quotes circu for Anti Vandal Bin. Prices range from £366 to £750 depending on capacity, material and durability. **RESOLVED: to purchase Sherwood litter bin from Glasdon £410 plus VAT (and fixtures). All in favour.**
- Hire of Amenity Vehicle for Autumn Clean up: Proposed early October for 3 hours at a cost of £323.00 incl VAT.
- Handyman Jobs: clear weeds beside the river railings on North Street.

- 23/118 To approve the monthly invoices and accounts due for payment.** (Rpt circu).  
Accounts for Payment Report to be circulated prior to the meeting.  
The Clerk presented the list of payments. **RESOLVED: that payments be approved of £4236.81. All in favour.** Cllrs Rawlinson and Burrows signed the Accounts for Payment.
- 23/119 Receipts and Payments for the period ending 30<sup>th</sup> June 2023** (rpt circu.).  
The Clerk presented the Receipts and Payments report. There were no queries or comments **RESOLVED: That the report is approved. All in favour**
- 23/120 Information Exchange/Communication Received/Next Agenda Items Only**  
Review of 'The 4 Villages Magazine' – update from Great Yeldham Reading Room Trustees'. Income generated through advertisement fees (currently £3k) are not covering printing costs (approx. £5,500). Comparison with other magazines: Sible Hedingham magazine is produced by the Church with 6 editions per year paid by residents. Braintree District Council produce an annual electronic format of their 'Contact' magazine. Gt Notley produce 4 editions per year (higher population). Trustees agreed to reduce pages and to 6 editions per year: August/September, October/November, December/January. February/March, April/May, June/July. If costs continue to rise and income falls the magazine will need to be reviewed again.
- 23/121 Public Bodies (Admission to Meetings) Act 1960. Exclusion of the press and the public.**  
In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to RESOLVE that the press and public be excluded from the meeting during consideration of the item 23/122 owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.
- 23/122 Transfer of Bowtells Meadow to Great Yeldham Parish Council, S106 Agreement relating to the South West side of Church Road, Gt Yeldham, Essex dated 14<sup>th</sup> January 2020**  
To review requirements, details and, if the PC agrees, the signing of the Transfer of Registered Title EX639548 for Land on the west side of North Road, Great Yeldham (known as Bowtells Meadow) from Dale & Gray to Great Yeldham Parish Council. A general discussion was held, questions were raised in relation to Open Space implications, S106 Monies, monetary value, meadow maintenance, pavement. Clerk to pass on queries to Solicitor.
- 23/123 Public Bodies (Admission to Meetings) Act 1960**  
Re-admittance of the press and the public.
- 23/124 Date and time of next meeting**  
The next meeting of the Parish Council will be held on 7<sup>th</sup> September 2023 at 7.30pm.

Meeting closed at 9.25pm

**Scheduled Meeting Dates:**

The dates for all meetings are subject to change having regard to the business needs of the Council. Should it be necessary to revise the Timetable of Meetings, the amended Timetable will be re-published on the Council's website. *(Please check the website/notice board for Agenda for confirmation of meeting):*

- August 2023 – no meeting
- Thursday 7th September 2023
- Thursday 5<sup>th</sup> October 2023
- Thursday 2<sup>nd</sup> November 2023
- Thursday 7<sup>th</sup> December 2023
- January 2024 - no meeting (unless required to set the precept)
- Thursday 1<sup>st</sup> February 2024
- Thursday 7<sup>th</sup> March 2024