

**Minutes of the Greenstead Green and Halstead Rural Parish Council meeting held on Wednesday 13<sup>th</sup> September 2023 at Greenstead Green Village Hall at 7.15pm.**

**These are draft minutes and yet to be agreed by the Parish Council.**

**Present.**

Cllr. Chris Butler

Cllr. Paul Foster. Chairman.

Cllr. Derek Hambling

Cllr. Jeremy Siggers

Cllr. Gemma Todd.

Amanda Degnan – Clerk to the Parish Council.

County Cllr. Chris Siddall

District Cllr. Peter Schwier

3 members of the public

**84/23 Apologies for absence.** Apologies for absence were received from Cllr. Pleasance who was away on business. This had been pre-approved at the July meeting. Apologies were also received from Cllr. Mason who was attending an event. Accepted

**85/23 Declarations of interest. To declare any pecuniary or non-pecuniary interests in accordance with the Code of Conduct.** None

**86/23 (a) To approve the minutes of the July Ordinary meeting.** The minutes of the July 2023 ordinary meeting were duly approved. Proposed Cllr. Foster, Seconded Cllr. Hambling. Approved **(b) Matters arising from the minutes of the previous meeting.** All matters arising were on the agenda.

**87/23 Public comment.** The Chairman Cllr. Foster reminded residents that this was their moment to speak after which they should remain silent. A resident suggested moving Public Comment to the end of the meeting. **Action:** To be trialled at the next meeting. Residents complained about not being informed about roadworks taking place in the village, roads being closed longer than necessary and roadwork signs being left behind after the works had finished. Residents were told to inform Essex County Council (ECC) Highways about the issues.

Resident was not aware of the Bus Consultation until she saw it on the agenda. Cllr. Hambling had looked at the consultation, but it could only be filled in if you used the buses. The resident also noted that many of the bus drivers do not swipe the bus passes when they are produced at the time of boarding. A resident asked for further training on use of the defibrillator. Clerk to contact ECC about the siting of a communal skip.

**88/23 County Councillor's report.** County Cllr. Siddall encouraged residents to get in touch with Highways about issues with roadwork signs left behind and road closures.

He reported on the following:

- Potholes – he has received funding from ECC to repair 18 more potholes. Please send any pothole locations to him.
- Local Highway Panel - encouraging them to repair pavements as well.
- Grants available from RideLondon for youth projects.
- Waste Strategy for Essex – consultation now open
- Raac – Essex very good at reporting this and have funding in place for the repairs.
- Flu jabs and Covid jabs now available.

Digigo Bus service an on-demand service is going well. Cllr. Hambling and County Cllr. Siddall both expressed concerns about bus drivers not swiping bus passes as this is how the bus companies are able to be paid by ECC for bus usage. County Cllr. Siddall will raise this with the relevant people.

There being no questions for County Cllr. Siddall he was thanked for his report by the Chairman.

**89/23 District Councillor's report.** District Cllr. Peter Schwier reported on the following:

- Contact magazine being sent out to residents.
- Attended Planning and Licensing meetings.
- Waste Strategy for Essex Consultation information had been sent out to Clerks.
- Community Grant – applications now open for this.

There being no questions for District Cllr. Schwier he was thanked for his report by the Chairman and left the meeting at 7:50pm.

**90/23 Item 1: To agree the accounts for payment.** These were circulated prior to the meeting. Proposed Cllr. Foster, Seconded Cllr. Butler. All agreed. The accounts for payment were duly approved.

BACS/Cheque no	Payee	Amount	Reason
SO	Amanda Degnan	£350.00	August Salary pd 15/8/23
BACS	DM Payroll	£60.00	Payroll invoice pd 16/8/23
BACS	Online Playgrounds	£329.80	Swing seats x 3
BACS	Amanda Degnan	£10.80	Expenses
SO	Amanda Degnan	£350.00	Sept Salary 15/9/23
BACS	Village hall	£20.00	Sept meeting
	<b>Total payments for September 2023</b>	<b>£1,120.60</b>	

**Item 2: To approve the yearly payment of £59.99 for Office 365 due 1<sup>st</sup> November.** Proposed Cllr. Foster, Seconded Cllr. Siggers. All agreed. Approved.

**Item 3: Village Hall Valuation – update. Deferred from the July meeting.** The Clerk had received an email from the Secretary of the Village Hall which contained the insurance valuation of £385,560. Asset list to be updated.

### **91/23 Planning and Braintree District Council Planning applications.**

**Item 1: Planning Applications. To be advised.** There were no Planning Applications to discuss.

**Item 2: For information only: see Appendix 1**

### **92/23 Playing Field. Item 1: To consider items raised from the RoSPA report.**

The clerk had received a quote from Mason Developments of £456.00 excluding VAT for the cost of replacement of the side gate from Burtons Green Road into the Playing Field which had been raised in the RoSPA report. It was proposed to accept this quote. Proposed Cllr. Foster, Seconded Cllr. Hambling. All agreed. **Action:** Clerk to contact Mason Developments.

The clerk read out the following email from Cllr. Mason regarding items raised in the report. *‘As far as I can see all of the existing safety matting is in good order and not in need of replacement. The swings themselves and the see saw could do with being redecorated and I have asked Paul Archer to give us a price to carry this out. If I get a chance I will try and do this myself. The stepping stone posts are still rock solid and in my opinion do not need replacing at this stage.*

*I have managed to track down a company that will come out and repair the steel work on the slide ready for painting. They popped out last week to take a look and will be coming back to me with a price this week. As soon as I have that I will let you know. ‘*

**Item 2: Update on the purchase of another child swing seat and two toddler swing seats. Cllr. Mason.** These had been purchased and installed.

**93/23 Highways: Item 1: Parish Councillors reports.** Cllr. Hambling reported that the Crocklands drainage works had been completed and the flooding issue past Mount Farm had also been repaired. Cllr. Todd reported potholes caused by flooding at the crossroads to Burtons Green. County Cllr. Siddall asked for pictures of them and What3Words location point so he can place them on his pothole list for repairs.

**Item 2: To consider approaching ECC Highways for permission to install a ‘No Parking’ sign at the green in White Ash Green or request that they install one.**

Cllr. Pleasance had received a letter of complaint as well as verbal complaints from residents regarding parking on the green and verges. He had also received photos showing the areas in question. County Cllr. Siddall explained that the parish council could erect their own sign. They would just need a licence from ECC Highways to do so. The photos to be used as evidence will need pictures of cars parked to be of any use. **Action:** Cllr. Pleasance to provide pictures showing cars parked on the verges and green. Clerk to contact Highways to enquire how one applies for a licence to place a permanent sign in the area. To be placed on the next agenda.

**Item 3: Crocklands – to consider writing to ECC Highways and ask why the repair to the damaged pavement was not carried out when the drainage works were undertaken. Action:** Clerk to formally write to County Cllr. Siddall about this.

**94/23 To consider approaching MDLandscapes for the removal of the dead tree in The Playing Field. Update.** A quote had been received from MDLandscapes for £150 plus VAT for this work. Cllr. Butler offered to remove the tree once the harvest is over. Stump to remain at ground level. Tree to be removed from site. **Action:** Cllr. Butler.

**95/23 Grants: Update on applying for a grant for new playground equipment and/or circular tree seat from either Enover Community Trust (ECT) or from the Community Initiatives Fund (CIF) grant or District Councillors Grant.** The clerk had applied for the CIF grant and was waiting to hear back from them. Enover grant – the parish is in their catchment area for grants. **Action:** Councillors to come back to the next meeting with ideas with what they want to apply for a grant for from both Enover and the District Councillor Community Grant.

**96/23 Village Hall: To agree to sign the legal agreement between Enover Community Trust (ECT), Greenstead Green Village Hall and the Parish Council (as landowners) so that the hall committee may receive a grant for repairs and refurbishment of the hall. Deferred from the July meeting. Update.** The Clerk reported that the Village Hall Secretary had confirmed that the Parish Council as Custodian Trustees were not needed to sign the agreement. Cllr. Butler confirmed that the agreement had been signed by the Village Hall Management Committee.

**97/23 To agree to purchase a HP/Brother printer for the Clerk and apply for a District Councillor grant with which to purchase it .** It was agreed that the Clerk could purchase a Brother printer at a cost of £139. Proposed Cllr. Foster, seconded Cllr. Butler. All agreed,

**98/23 Training: To agree to Cllr. Todd attending new Councillor training days 1 and 2 on the 10<sup>th</sup> and 24<sup>th</sup> October.** Proposed Cllr. Foster, Seconded Cllr. Hambling. All agreed.

**99/23 Burtons Green: Item 1. Complaint regarding potential breaches of working hours at Logmasters Woodyard.** Cllr. Todd had received complaints from residents about the noise coming from this site. Deliveries have been taking place at 9/10pm at night. Cllr. Todd had spoken to the owner who had explained the lorry was delayed. But residents have suggested that this is a frequent occurrence. There is an old document which lists the core hours as 8-6 Monday to Friday and 8-1 on a Saturday with no work on Sundays or Bank Holidays but this is no longer the case with work taking place outside of those restrictions. **Action:** Clerk to contact BDC Planning to see if there is a decision notice regarding hours on the site. To be placed on the next agenda.

**Item 2: Confirmation of where Burtons Green green is and storage of items on what is believed to be the green by a local resident. Cllr. Todd.** A resident claims that this parcel of land is his and had been storing items on the land. It is not on the

parish council grass cutting list. **Action:** Clerk to check Definitive map and Land Registry for title deeds for the area.

**100/23 To agree to purchase new battery and pads for the defibrillator.** The battery and pads are now out of date. Proposal: To agree to purchase new battery, pads if necessary and maintenance contract. Proposed Cllr. Foster, Seconded Cllr. Butler. All agreed. **Action:** Clerk or Cllr. Mason

**101/23 Special Motion. Vote to suspend Standing Order 7 (a) as follows: -**

**7. PREVIOUS RESOLUTIONS a) A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 7. Previous minute number 27/23 Highways: Item 2. To consider joining the ‘20’s Plenty for Essex’ campaign. To suspend Standing Order 7 (a).** Proposed Cllr. Foster, Seconded Cllr. Todd. All agreed.

**102/23 ‘20’s Plenty for Essex’ campaign. To agree to issue a statement regarding the Parish Council’s position on this campaign.** This had been debated in March 2023 and there had been a recorded vote. Although the Councillors agreed with the sentiments behind the campaign the Police will not enforce it and it was on this basis the Councillors felt they could not support the campaign. A resident had raised concerns about this decision hence the reason why the item had been brought back to the table. Cllr. Hambling reported that the speed camera showed the average speed in the village is 28mph. After a discussion it was agreed to stay with their previous decision of not joining the campaign for ‘20’s Plenty for Essex’ Proposed Cllr. Foster, Seconded Cllr. Hambling. All agreed. It was unanimously agreed to issue a statement regarding this matter. Cllr. Pleasance had offered to draft one. **Action:** Cllr. Pleasance.

**103/23 To remind Councillors and residents to take part in the ongoing online Bus Consultation which ends 5<sup>th</sup> October 2023.** These are looking at ECC supported routes not private routes. The Chairman, Cllr. Foster reminded everyone to take part in the survey.

**104/23 To receive reports from outside bodies, training courses, Village Representatives, Parish Council Committees and Advisory Groups.** Jean Hastings, the Neighbourhood Watch co-Ordinator provided an update.

**105/23 Future agenda items.** Dates for next year’s meetings and Budget meeting, notice board. Items deferred or awaiting further information from this month’s meeting.

There being no further items to discuss. The meeting closed at 9.10 pm.

**Next meeting Parish Council Meeting 8<sup>th</sup> November 2023. 7.15pm Village Hall.**

**Signed.....**

**Chairman – Greenstead Green and Halstead Rural Parish Council.**

**Date.....**

**Amanda Degnan – Clerk to the Parish Council, C/O Greenstead Green Post Office, Greenstead Green Farm, Greenstead Green, CO9 1QY. 01787 274992. [parishclerk@greensteadgreenpc.org.uk](mailto:parishclerk@greensteadgreenpc.org.uk) . WWW. [greensteadgreenpc.org.uk](http://greensteadgreenpc.org.uk)**

## **Appendix 1**

91/23 Planning- Item 2: For information only.

APPLICATION NO : 23/01877/PLD

DESCRIPTION : Application for Certificate of Lawfulness for a proposed development - Change of use from a C3(a) private dwelling to a C3(b) supported accommodation for children with mental health needs and or learning disabilities.

LOCATION : Copper Oaks Sloe Hill Halstead Essex CO9 1PA . This was for information only.

APPLICATION NO : 23/01733/HH

DESCRIPTION : Conversion of existing integral garage to annexe

LOCATION : Westwell , White Ash Green, Halstead

Greenstead Green and Halstead Rural Parish Council made the following response 'No Objection'.

APPLICATION NO : 23/01767/FUL

DESCRIPTION : Change of use from agricultural barn to private car storage and single storey side extension.

LOCATION : Stanstead Hall, Stanstead Hall Road, Greenstead Green

Greenstead Green and Halstead Rural Parish Council made the following response:

'They have no objection to this plan as long as it remains private, with security suitable for the surrounding area. With that in mind they would like the following conditions added.

- All security measures, including, gates, lighting, CCTV, alarms, etc to be submitted and approved before works commence.
- The site to be monitored for light pollution with a clear scheme of how this will be achieved.

We would also like the plans amended to include other land within the control of the applicant shown as a blue line, and for the red line to include visibility splays at the entrance to the site.'

APPLICATION NO : 23/01878/FUL

DESCRIPTION : Proposed change of use of land from agricultural to equestrian together with proposed stables, outbuilding and menage.

LOCATION : Land East Of , Ayletts Farm, Plaistow Green Road

Greenstead Green and Halstead Rural Parish Council made the following response: '**Objection** the Councillors felt that there was a lack of information to support this application. In particular there was no highway statement, no traffic management statement, biodiversity statement, agricultural land statement, drainage and flooding statement, and no mention of external lighting needs. They would like to see this information provided before any decision is made.