

**Minutes of the Greenstead Green and Halstead Rural Parish Council meeting held on Wednesday 10<sup>th</sup> January 2024 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. Ian Pleasance

Cllr. Derek Mason. Vice-Chairman.

Cllr. Jeremy Siggers

Cllr. Gemma Todd.

Amanda Degnan – Clerk to the Parish Council.

District Cllr. Peter Schwier

2 Members of the public

**1/24 Apologies for absence.** Apologies for absence were received from County Cllr. Chris Siddall who was unwell.

**2/24 Declarations of interest. To declare any pecuniary or non-pecuniary interests in accordance with the Code of Conduct.** None

**3/24 Item 1 To approve the minutes of the previous meeting.** With one change to public comment the minutes of the previous meeting held in November 2023 were duly approved. Proposed Cllr. Foster, Seconded Cllr. Mason.. Approved.

**Item 2 Matters arising from the minutes of the previous meeting. Agenda Item 114/23 Highways Item 1 Parish Councillors Reports:** The Clerk had reported all of the highway issues raised. **Agenda Item 117/23 Burtons Green Update. Item 1 Working hours at Logmasters Woodyard:** Cllr Todd had spoken to the residents about keeping a record of any breeches of working hours. The problem is that it is difficult to know when it is work for the woodyard or work for himself. Ongoing. **Item 2: Burtons Green green:** The land does not belong to Logmasters and a Sixteenth Century map showed it has The Green. But no one knows who it belongs to or if it is Common Land which needs registering. **Action:** Clerk to find out if it belongs to Essex County Council (ECC) Highways. To be placed on the March Agenda. All other matters arising were on the January agenda.

**4/24 County Councillor's report:** In the absence of County Cllr. Chris Siddall, District Cllr. Peter Schwier who is also a County Councillor provided a brief update.

- Storm Henk – ECC received over 800 extra calls to the emergency services and 12 extra Tree Surgeon crews were provided to deal with fallen trees.
- Flooding advice had worked.
- Salting trucks are out salting the roads. 50 in total. The crews also repair the potholes and drains during the day hence a drop in highway repairs at this time of year.
- Extra £14 million found last year for the repair of potholes. This had led to 12 extra crews on the Highways.

**5/24 District Councillor's report.** District Cllr. Peter Schwier provided the following report:

- Spring Job Fair 14<sup>th</sup> March 2024 in Witham Public Hall, 9.30 – 12.30.
- Weathersfield Asylum Centre – 630 people now in residence. Braintree District Council (BDC) had received a grant from the Home Office for the centre, but it is a one-off payment which had to be split several ways with other organisations. Communication with the Home Office had improved. Volunteer Organisations are going in to help. BDC have gone as far as they can with the Appeal process regarding the siting of the Asylum Centre.
- Household Waste- From 1<sup>st</sup> April 2024 no side waste will be allowed, and bin lids must be closed.
- BDC had passed the Government's Housing Test.
- 2024/25 Budget – it is hoped the increase will be under the maximum allowed.

There being no further questions, District Cllr. Schwier was thanked for his time and left the meeting at 19:43.

**6/24 Precept/Budget 2024/2025: Item 1. To agree and set the budget.** There had been a Teams meeting in November to discuss the budget and precept. It had been decided to keep increases low. The budget was set at £13,540 which is an increase of £728. Cllr. Butler asked why the budget for the Grasscutting had decreased. This was due to it not being spent in full for the 2023/24 fiscal year. The Chairman, Cllr. Foster proposed accepting and setting the budget at £13,540, Seconded Cllr. Hambling. All approved.

**Item 2. To agree and set the Precept.** The precept is to be set at £13,540 an increase of £728 which will result in a Band D property paying £48.57 for 2024/25 council tax. Last year it was £46.33. This is an increase of 4.83% or £2.20.

**Proposal: To agree to set the Precept at £13,540.** Proposed: Cllr. Foster, Seconded: Cllr. Hambling. All approved.

**Item 3. Chairman to sign the Precept.** The Chairman, Cllr. Foster and Clerk signed the Precept request. Clerk to send to BDC.

**7/24 Finance: Item 1. To agree the accounts for payment.** These were circulated prior to the meeting. Proposed Cllr. Foster, Seconded Cllr. Pleasance. All agreed. The accounts for payment were duly approved.

BACS		Payee	Amount	Reason
SO		Mrs A J Degnan	£350.00	November Salary pd 15/11/23
BACS		DM Payroll services	£60.00	Payroll
SO		Mrs A J Degnan	£350.00	December Salary pd 15/12/23
BACS		Village Hall	£20.00	hall rental
BACS		Mrs A J Degnan	£27.09	expenses
SO		Mrs A J Degnan	£350.00	January Salary pd 15/1/24
		<b>Total payments for January 2024</b>	£1,157.09	

**Item 2: To consider upgrading antivirus software from free edition to paid edition.** Cllr. Butler informed the meeting that NatWest Bank provide free antivirus software, Malware +, for customers. **Action:** Clerk to investigate.

**8/24 Planning and Braintree District Council Planning applications.**  
**Applications can be viewed online at: [www.braintree.gov.uk](http://www.braintree.gov.uk).**

**Item 1: APPLICATION NO :23/02893/FUL DESCRIPTION :** Erection of 23 residential dwellings (including 6 affordable) **LOCATION :** Halstead Hall, Braintree Road, Greenstead Green.

A site meeting with Bidwells and Bennett Homes had been held in October 2023 which had been attended by Councillors Foster, Mason and Siggers and the Parish Clerk. The Councillors had asked for a play area, a footpath to the A131 and extra parking to be added to the plan they were shown. These had been actioned and now formed part of the new design. The following response was proposed:

‘Greenstead Green and Halstead Rural Parish Council made the following response ‘We have No Objection in principle at present, but this is dependent on the following three items being addressed:

1. We wish to see an updated Transport Statement. The applicant is relying upon the Transport Statement prepared for another applicant in July 2018 which accompanied the planning application ref 21/02449. This is now more than five years old. We are particularly concerned about poor visibility and access on leaving Russells Road and turning right onto the A131.
2. We wish to see the footpath extended along the northern edge of the A131 from the bus stop to the northeast corner of the site to avoid pedestrians crossing the busy A131 to join the footpath.
3. We would like a proportion of the S106 monies to come to us as this site is located in our parish.’ The approved Open Spaces Plan identifies the Greenstead Green playing field as an existing play area.’

Proposed Cllr. Foster, Seconded Cllr. Butler. All agreed. **Action:** Clerk to send response to BDC Planning Department.

## **Item 2: Update on previous Planning Applications. For information only.**

APPLICATION NO : 23/02302/TPO T1 Oak - Reduce tree into a monolith and leave standing.  
LOCATION : Ashford Lodge Cottage , Sudbury Road, Halstead. Granted 17<sup>th</sup> November 2023.

APPLICATION NO : 23/02361/HH LOCATION : 8 Burtons Green Road, Greenstead Green, Essex.  
Extension. Granted 15<sup>th</sup> November 2023.

**9/24 Highways: Item1: Parish Councillors Highway issues.** White Ash Green: Cllr. Pleasance raised the issue of water flowing down the Halstead Road from the car wash based in Whitehouse Business Park. **Action:** Clerk to raise the issue with BDC Planning Enforcement.

Cllr. Pleasance also raised an issue with the Halstead Loop footpath which goes through the area. There is no proper verge, and it is not sure if there is a footpath anymore as the area is overgrown. **Action:** Cllr. Pleasance to provide photos and a plan of the area in question for the next meeting.

Greenstead Green: Cllr. Butler raised concerns about the blocked and broken drain opposite Raven Halls Road. Some work had been done in the area with potholes marked up and some repaired, but the drain had still not been repaired and was discharging water onto the road. The farm in the area is also discharging water down the road. The water had caused black ice to form on the road and had led to his trailer jack-knifing and blocking the road. The blocked drain at Gladfen Hall belongs to Cllr. Butler and will be dealt with. Cllr. Hambling also reported that the drain on Grange Road is still blocked.

Burttons Green: Cllr. Todd reported that the bridge in Burttons Green had now been repaired and cleared of vegetation and can be clearly seen by road users.

**Action:** Clerk to write to County Cllr. Chris Siddall and thank him for requesting the repairs to the Burttons Green bridge and then mention the issues with the drains at Ravens Hall Road causing accidents including the jack-knifing trailer when the road is icy due to flooding.

**Item 2: Update on Crocklands flooding and footpath.** The area is no longer flooding due to the new drainage system. The footpath had still not been repaired.

**Item 3: Update on approaching ECC Highways for permission to install a 'No Parking' sign at the green in White Ash Green or request that they install one.** The Clerk read out the following email received from Highways which included a map of the area which confirmed that the green belonged to the Parish.

'To place any street furniture including signage on the public highway you require a licence such as planters/VAS/SID's/benches/bins/notice boards etc.

If it is either of the verges at this location, highways do not have any rights over them, therefore you would not require a licence. However, I would suggest the sign you install is to TSRGD 2016 standard. The sign must be a minimum distance of 0.450 metres from the edge of the public highway.'

**Item 4: To agree to purchase a 'No Parking' sign(s) for White Ash Green.**

**Item 5: To consider purchasing and installing mini wooden bollards along the edges of the green in White Ash Green.** Items 4 and 5 were taken together.

**Proposal:** The Parish Council agree in principle to purchase and install 2 'No Parking' signs but no to the purchase and installation of bollards. Proposed Cllr. Foster, Seconded Cllr. Pleasance. All Agreed,

**Action:** Cllr. Pleasance will look for a location for the signs and the wording for them. To be placed on the March agenda.

**Item 6: To consider approaching ECC Highways and request that Burtons Green Road be considered for 'Quiet Lane' status.** Cllr. Todd had been asked to bring this to the attention of the Parish Council by residents. Nightingale Road is a 'Quiet Lane.' The residents would like the road from the brook to Nuntys Farm to be considered for this. **Action:** Cllr. Todd to investigate the criteria for 'Quiet Lane' status. To be placed on the March Agenda.

**10/24 Playing Field: Item 1: Update on items raised from the RoSPA report.**

**Cllr. Mason.** Welder is booked in to repair the slide on 2<sup>nd</sup> February 2024. Painter will paint the swings when the weather improves. Side gate will be installed in the next few weeks. All to be done before the end of March.

**11/24 To consider approaching Braintree District Council (BDC) about placing a dustcart in Greenstead Green on an occasional weekend for residents to dispose of waste materials.** BDC used to take manned dustcart to villages. **Action:** Cllr. Hambling. To be placed on the March Agenda.

**12/24 Outdoor Gym equipment: Item 1: To agree to purchase outdoor gym equipment for adults and/or children. Clerk**

**Item 2: To authorise the Clerk to obtain 3 quotes for the installation of outdoor gym equipment with safety matting.**

**Item 3: To authorise the Clerk to apply for grants to help towards the cost of outdoor gym equipment and safety matting.** These 3 items were taken together. After a discussion it was decided to ask the clerk to obtain 3 quotes for 6 items of equipment in metal and 6 items of equipment in wood. To be placed on the March Agenda.

**13/24 To agree to purchase a new noticeboard. Clerk** To agree to purchase a new noticeboard up to £1100. Proposed Cllr. Foster, Seconded Cllr. Hambling. All agreed. **Action:** Clerk.

**14/24 To agree to update the Annual Emergency Plan.** It was agreed that everyone should look at the plan and send any changes to Cllr. Pleasance who will update it. **Action:** Councillors.

**15/24 To receive reports from outside bodies, training courses, Village Representatives.** Cllr. Hambling will be attending the Braintree Association of Local Councils meeting on the 17<sup>th</sup> January. Cllr. Butler reported that repairs to the Village Hall had been completed and the wall was now drying out. Cllr. Pleasance will be attending the Earls Colne Airfield Liaison Committee meeting in the coming week.

Cllr Todd noted that rotors could be heard all day (10<sup>th</sup> January) from the airfield. It was explained that this was due to a training exercise being held that day but Cllr. Pleasance will feed this back to the Liaison Committee.

**16/24 Public comment.** A resident raised concerns regarding a pothole in Church Road by the entrance to the bridleway. **Action:** To be reported..

**17/24 Future agenda items.** Register of interests, declaration of gifts, Quiet Lane, dustcart, outdoor gym, no parking signs, Burtons Green green.

**18/24 Consultation on draft recommendations for division boundaries in Essex** Members who had visited the consultation found it very unclear. They were encouraged to make their own representations on the consultation document.

There being no further items to discuss the meeting closed at 9.13pm.

**Next Parish Council Meeting 13<sup>th</sup> March 2024. 7.15pm Village Hall.**

Signed.....

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

Date.....

*Amanda Degnan*

<p><b>Amanda Degnan – Clerk to the Parish Council, C/O Greenstead Green Post Office, Greenstead Green Farm, Greenstead Green, CO9 1QY. 01787 274992.</b> <a href="mailto:parishclerk@greensteadgreenpc.org.uk">parishclerk@greensteadgreenpc.org.uk</a> . <b>WWW. greensteadgreenpc.org.uk</b></p>
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