



STEEPLE BUMPSTEAD PARISH COUNCIL MEETING @ The Lecture Hall

ON Thursday 8th JULY 2021 at 7.30pm

Minutes

Chairman: Cllr Kerry Barnes (Chairman)

Present: Cllr Borges, Cllr Fellows, Cllr Mackenzie, Cllr Westrope, Cllr Girvan, Cllr Hill

Also in Attendance: Cllr Peter Schwier

Parish Clerk: Julia Howard

Members of the Public: four members of the public

- 21/211** Welcome and Apologies – Apologies from Cllr Garrod & Cllr Rust. This was not voted on.
- 21/212** Declarations of Interest - Planning Item 21/01956&7 Cllr Fellows declares an interest and declares that he may comment but will not vote on the matter.
- 21/213** Minutes of the last meeting (previously circulated) – minor amendment to those earlier circulated to the Parish Councillors with regard to item 21/199 Cllr Mackenzie proposed to accept these as a true account, seconded by Cllr Girvan, all voted in agreement.
- 21/214** Question Time – a question was circulated by one member of the public (please see appendix a), The Chairman thanked the member of the public and advised that he will respond in writing to the question.
- 21/215** District Councillor's Report – Appendix B. The Chairman highlighted road closures on second page (insert para).
Mill Road, Church Hill, Helions Bumpstead, due to commence on 6th July 2021 for 15 days while County Broadband Ltd undertakes to allow safe working with the carriageway.
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Haverhill Road, Wiggins Green, Copy Hill due to commence on 9th September 2021 for 21 days while County Broadband Ltd undertakes superfast fibre optic broadband installation.
- 21/216** County Councillor's Report – no report has been submitted.
Cllr Schwier spoke about the 7 pieces of useful information which have been circulated to the Parish Councils over the last month, including the Highways Highlight, Better community transport workforce and New Care technology, which is a new development of digital care offering services to delay the need to go into care services / enabling people to live longer in their own homes.
Further info: ECC have completed installing solar panels on 15 schools across Essex, more to follow. Maldon has now opened up as part of the National Trail which is 2700miles long, this will be a well walked route and likely to increase tourism to the area. [Route Description - England Coast Path - East - National Trails](#)
Last week, over 8000 pupils were self-isolating, which has an effect on their learning outcomes and mental health. ECC hope to minimise this going forward, as the vaccination rate is increased. Notably, hospital admissions have not increased significantly which is positive.
The ECC Cycling survey has recently closed, the Chairman raised that cycle routes through rural villages like Steeple Bumpstead would be hard to achieve safely, however there are a number of disused railways which could make lovely cycle routes, with permission from landowners.
- 21/217** Essex Climate Change Commission – A report was circulated (appendix c) Cllr Schwier, as the Climate tsar, kindly told us more.
ECC used a panel of 30 independent experts, to form the Climate Change Commission. The aim was to look at the overall energy usage within the County, aiming to get to 0% net renewable energy and Carbon Neutral, whilst allowing growth of business, employment and development. There were 4 main core pillars. The official launch of their report is 20th July, (this is by invitation only) and ECC will look at those recommendations from the report and feed back to the commission and together develop a plan of achievable actions.



21/218

Planning & Consultations *prior to the Parish Council meeting, the Planning Working Group access the current planning applications and associated documents for review, then can advise the Council at monthly meetings of the PC.*

ITEM 1. Applications / Decisions

21/01956/TPCON – 66 Lion Meadow – The application is linked to 21/01957/TPCON and is to remove two large trees which are close to the fenced boundary –Although they are in the conservation area and the Parish Council does not generally agree with tree removal, these are not trees of significant value. The Parish Council, planning working group, have reviewed photographs provided and has been informed that a replacement tree will be planted and so consider that it is acceptable on this occasion to fell the trees associated with each application.

The Planning Working Group presented this view to the Parish Council who do not object to this application, on the stipulation that at least one replacement tree will be planted on the plot where these two are removed.

21/01957/TPCON – 64 Lion Meadow – as above

21/02009/OUT – land at side of, 50 Water Lane – outline planning permission, reserved matters. This is for 9 houses on water lane, at the edge of the village. The Parish Council has always objected to development outside the village envelope. There is also inappropriate vehicular access to water lane. The Clerk is to draft a response and confirm this with Cllr Borges prior to posting on the planning portal

21/01709/TPCON – 39 North Street re: felling of 5 trees behind the village shop. This was on the previous months' agenda and minutes. The PC has commented its concern, as no reasons were given as to why the trees should be removed. The PC has since been provided with information that they are interfering with the telegraph lines and poles; however, the PC has already commented and the application expired on 5th July. No further action.

ITEM 2. Neighbourhood Plan (standing Item) – We are at a standstill whilst the Chairman seeks to obtain the next tranche of funding.

Local Plan for BDC is on web view. It details housing need and policies applicable to Braintree District.

21/219

Finance and Administration

ITEM 1. Clerk's report – see appendix D. There was a discussion around the purchase of a laptop and software upgrade, which had been agreed at the previous meeting and since paid out. It was clarified that the Clerk now has a desktop computer and a laptop with up-to-date software and anti-virus. Cllr Borges proposal to accept this as an accurate account and Cllr Hill seconded, all in agreement.

ITEM 2. Adoption of Policies, FOI & Co-Option. Two policies were presented for adoption, they have been reviewed by the policy working group and amended where necessary. Next month, drafts policies of communication/ email policy and complaints plus schedule of charges will be reviewed.

Cllr Girvan proposes that both policies are adopted, Cllr Barnes seconded, all voted in agreement. The Policies will be published on the PC's website.

ITEM 3. Annual Confirmation of Appointment of RFO – the Clerk currently undertakes this duty and there is no indication to make changes to this arrangement. Reconfirmed by Cllr Fellows, seconded by Cllr Borges all voted in agreement.

21/220

Highways & Footpaths - Cllr Borges has been approached regarding speeding of vehicles on Water Lane. This has been an ongoing matter, particularly as Lockdown was lifted. Chairman Cllr Barnes will speak to Lorraine re starting up Speed Watch again, targeting this area in particular. The Parish Council could also put in a request to the Highways Panel for a traffic calming approach. The PC could also consider a lighted / smiley face indicator to encourage vehicles to reduce their speed. Clerk to approach other clerks to see how they have handled this type of situation, and whether any have used or got funding for portable smiley face road speed devices. The new layby by the cemetery is now on the highways panel list, although we don't have a timeframe for when this will be done.



ITEM 1. Reports of overgrown walkways and hedges – the footpath off Blois Road is completely unpassable, it is used for the 10k run and usually cut for that, however due to Covid the 10k run was cancelled and the growth has continued. Also at Freezes barns footpath, this is overgrown and unpassable. Chairman Cllr Barnes has requested that the PC landscaper contractor attends to these.

Hedgerows and gardens undergrowth overhanging public footpaths and rights of way, particularly by the school – clerk to write to the school and ask them to address this.

North street hedges/trees which are cut by highways are overgrown and causing an obstruction – clerk to report to Highways.

The verge is too overgrown at the Endway, the turn off to Haverhill, and the New England junction is also an unsafe junction due the over grown verges.

There is an overgrown cherry tree causing a nuisance at the end of Bower Hall drive to Finchingfield rd. – Clerk to ask Alex, Country Gardens to prune the overhanging branch.

Broad green pedestrian bridge is so overgrown it is unpassable, chairman to check whether Highways can do this otherwise instruct Country Gardens to.

21/221

Open Spaces

ITEM 1. ROSPA report, actions to be taken – Cllr Mackenzie has put together a list of recommendations following the inspection report. The report was created before the new equipment was put in, and the new play park, so part is already out of date / remedied.

Many of the issues raised have been rectified already, leaving a number of minor items, such as a protruding bolt which needs filing etc.

Other larger issues raised were the slide and climbing frame, a number of wooden supports have been replaced with metal caps, 4 remaining legs will also need to be replaced with metal caps in the coming years.

Over the coming months Cllr Mackenzie will address what he can do, then in September plans to present a plan for aspects which will take a bit longer to resolve.

The two benches require attention, they are beginning to show signs of rotting and one is sited too close to a bin and the fence. Monthly safety inspection was also done.

ITEM 2. Bench replacement and funding – following on from above. Cllr Mackenzie has been looking at options for replacing the bench above. Looking at a picnic bench, with space for a wheelchair (and allowing 8 people to use it at a time) Ideally two sited on the Camping close would be good. CIF funding and District Councillor funding may be useful, Cllr Girvan to commence the application process. Once again, Cllr Mackenzie, Cllr Girvan and the Clerk will form a short-term working group.

ITEM 3. Tree Quotes Update & decision – for removal of 1 diseased tree at Humphrey's Meadow – three quotes were presented, anonymously, and a decision was made to accept quote number 2, £1280, (which was from Tree Worx). Cllr Mackenzie proposed to accept this quote and Cllr Westrope seconded, all were in agreement.

The contractor will also look to make a bench if possible, and to leave wood on site for natural habitat, and if possible, stack some wood for local to take away. Clerk will inform Matt, from Treeworx that the PC would like to proceed ASAP and Cllr Mackenzie will attend when he goes, to ensure access etc.

The Parish Council would be interested to hear if there is a wood sculptor in the village who may be willing to do something with the truck or some of the wood.

Cllr Mackenzie is meeting on Monday 13th July with SBWEG re: planting of new trees.

ITEM 4. Planting a tree for Michael Mayes – Mrs Mayes would like to have a commemorative tree planted in his memory, if the PC are happy with this and could suggest an appropriate site. Cllr Mackenzie to discuss this with SBWEG and Cllr Hill, then liaise with Mrs Mayes.

21/222

Information Sharing – Salt bag applications close 27th July. Cllr Fellows- none, Cllr Girvan -none, Cllr Westrope – none, Cllr Mackenzie – Queens's platinum event wording to go in the August yellow book. Cllr Borges – question about SAR request process directed to the Clerk. Cllr Hill – none.

21/223

Next Meeting – Thursday 12th August 2021, 7.30pm venue, Moot Hall if possible, to be confirmed on agenda.

21/224

Meeting Close – 9.17pm



Action 1	21/214 Draft response to Member of the Public and send by post	Chairman / Clerk
Action 2	21/218 Agree wording to go on the planning portal and submit consultee comments	Clerk / Cllr Borges
Action 3	21/219 Item 2. Clerk to publish policies to the PC website, in their final format	clerk
Action 4	21/220 Speak to Lorraine Wright re: speedwatch and restart it	Chairman
Action 5	21/220 Speak to other Clerks / PCs re: mobile smiley face signs	Clerk
Action 6	21/220 ITEM 1. Request that the PCs landscape contractor attends to the overgrown footpaths. This may incur additional charges	Chairman
Action 7	21/220 ITEM 1. Contact the primary school and ask them to trim the overgrowing hedges / bushes	Clerk
Action 8	21/220 ITEM 1. Contact highways and report overgrown verges as minuted	Clerk
Action 9	21/220 ITEM 1. Contact Alex, Country Gardens and ask him to prune the cherry tree	Clerk
Action 10	21/220 ITEM 1. Ask highways to trim Broad Green pedestrian bridge	Chairman
Action 11	21/221 ITEM 2. Start the application process for benches	Cllr Girvan
Action 12	21/221 ITEM 3. Appoint Treeworx to remove tree at Humphries Meadow	Clerk
Action 13	21/221 ITEM 4. Liaise with Mrs Mayes and SBWEG re: planting a commemorative tree	Cllr Mackenzie, Cllr Hill

Signed by the Chairman

Date

Appendix A – Question from a Member of the Public

Having been a home owner in the Parish, for nearly two years, I have witnessed with dismay the growing unsightly state of both the pavement and the increasing deterioration of the grade 11 listed church wall, both within the Conversation area. Now that the PC have earmarked some monies for the wall, do they have a repair and maintenance program, agreed with Historic England and the Essex Historical Consultant, and if not would they welcome concerned residents helping them to seek advice and funding, before the deterioration becomes even more costly.

Appendix B – District Councillors report

District Councillor's Report July 2021 to Parish Councils 03/07/21 (Cllr. Diana Garrod - Bumpstead Ward)

Temporary Road Traffic Orders

Intended road closures:-

Mill Road, Church Hill, Helions Bumpstead, due to commence on 6th July 2021 for 15 days while County Broadband Ltd undertakes to allow safe working with the carriageway.
Water Lane, Helions Bumpstead, due to commence on 20th July 2021 for 8 days while County Broadband Ltd undertakes superfast fibre optic broadband installation.
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Additional Restrictions Grant Scheme opens on Monday 5th July 2021

Braintree District Council has been allocated £1.15 million to help businesses impacted by the recent extension in the Covid-19 restrictions. This discretionary scheme seeks to help businesses in certain sectors who have had their trade severely impacted by the extension of COVID-19 restrictions, regardless of whether they pay business rates or not. Businesses must have relatively high on-going fixed costs and fall within the weddings, events and/or international travel sectors to be eligible. Grants up to £5,000 will be awarded based on the size of the business. Businesses will be able to check their eligibility on the BDC website when the scheme opens on Monday, 5 July. The window for applications will be open for a week. As funds are limited, applications will be assessed and prioritised according to the type of business and the level of on-going fixed costs. Once this allocation is spent, we will not be able to offer another round of grants unless additional funding is released by the Government.

Covid-19 Public Health Essex Briefing as at 01/07/21 Key

points this week are:

- Covid case rates are now rising (in the words of the Director of Public Health) exponentially across the county. Having been 23 per 100,000 two weeks ago, they are now 67, and projected to pass 100 next week;
- The growth is overwhelmingly in age band 11-39;
- However, the rise in Covid hospital occupancy is very modest;
- There have again been no Covid hospital fatalities;
- First vaccinations across the county of Essex have now passed one million and the NHS have been asked to give us a plan to catch-up in the lower-performance districts.

Braintree District's Local Plan Section 2

Council's Full Council unanimously agreed to adopt the Strategic Section 1 Local Plan in February 2021. It shares Section 1 with Tendring District and Colchester Borough Council. Section 2 is the council's individual plan, which contains local policies and allocations. The Local Plan Section 2 hearing sessions will take place between Tuesday 6 July 2021 and Thursday 15 July 2021. The plan is being examined by Jameson Bridgewater and Anne Jordan. The hearings will be held virtually but residents will be able to watch online via the council's YouTube channel: www.braintree.gov.uk/youtube. The Inspectors will consider the soundness of the plan which went through consultation in summer 2016, and in its modified form, between 16 June and 28 July 2017. In examining the plan, the Inspectors will take into account the

representations submitted in response to both of these rounds of consultation. The Inspectors will hear from a number of consultees over the seven days of hearings. The draft timetable for the hearings along with other correspondence from the Inspectors can be found on BDC's website.

Specialist Developer Selected to Deliver the Heddingham Medical Centre

OneMedical Group, a company which specialises in the creation of health care properties, have won a bid to develop the centre after a tender process. A plot of land on Osier Way was safeguarded for the development of a health centre when Bloor Homes were granted planning permission to build homes on the old Premdor site. The Council, together with NHS Mid Essex Clinical Commissioning Group (CCG), identified this land as an opportunity for investment and have been looking at the best way of bringing a medical centre forward on the site to replace the three GP surgeries local to the area, all run by the Heddingham Medical Centre. After evaluating the options, the Council, Mid Essex CCG and the Heddingham Medical Centre, have agreed that OneMedical Group – a specialist in the development of health care properties – should take the project forward and on to the next stage. The Council is now looking to transfer the land to OneMedical Group for it to proceed with the scheme on behalf of Mid Essex CCG and the GP surgeries. OneMedical Group will invest in the build and development of the facility and will own and manage it once it is complete.

Once built, the medical centre will have the capacity to serve about 10,000 patients from Sible and Castle Heddingham and the surrounding villages. Subject to planning approval, work is expected to start at the site early next year.

Local Crime

Between 24th and 25th June. Theft from a motor vehicle in Steeple Bumpstead. Suspects unknown have removed front and rear number plates from the victims vehicle by unscrewing the back and forcing the front.

Between 2nd and 3rd June. Burglary; Business & Community; Steeple Bumpstead. Suspects unidentified have accessed the barn at the location and removed a new battery from a tractor by unknown means.

BDC Customer Service Excellence

Braintree District Council has been awarded the prestigious Customer Service Excellence Standard for the sixth year, a nationally recognised and designed to drive customer-focused change. The assessor applauded Braintree District Council for its approach to the COVID-19 pandemic and the work to ensure services continued to be delivered and meet the needs of its customers, with high customer satisfaction rates. The assessor found that the council is fully compliant with the Customer Service Excellence Standard and it can also demonstrate compliance plus in 7 areas, applauding strengths in partnership working, communication with residents and businesses, commercial and business areas and organisation culture. Cllr John McKee, Cabinet Member with responsibility for Customer Services, said: "Our residents and businesses are at the heart of all we do so I am thrilled we have been recognised for this. Taking time to understand the needs of our residents helps us deliver better services that meet their needs. It is a testament to the hard work of our staff, management team and councillors during the pandemic that we have had such a positive assessment and have achieved the Customer Service Excellence Standard."

Cllr. Diana Garrod
District Councillor - Bumpstead Ward



Appendix C – Climate Commission



Essex Climate Action Commission Summer Newsletter.pdf

Appendix D – Clerks Report

CLERKS REPORT – 10th June 2021 – 6th July 2021



Receipts		Payments	
June 2021			
Clerks Bursary	£52.50	E On	£52.01
Grass Cutting	£336.20	NEST	£23.23
		SBNN Phone Bill	£10.00
		Lecture Hall hire	£27.00
		EALC training	£30.00
		Moot Hall Charity (June)	£55.00
		Play Safety – ROSPA survey	£82.20
		Librarian Honorarium	£175.00
		Homeworking allowance	£312.00
		Simpson Accountancy	£324.00
		Field Compost LTD	£688.00
		BHIB Insurance	£1,218.58
		Country Gardens	£5,172.00
		Clerks Wages	£722.76
Sub-total	£388.70		£8,891.78
July 2021			
Street Cleaning	£1,671.02		£
Sub-total	£1,671.02		£0
TOTALS	£2,059.72		£8,891.78

Payments / Invoices pending:

MAY

£19.99 – Key cutting (Moot Hall). Clerk

JUNE

£70.00 – Code of Conduct Course

£90.00 – Law and Procedures Course

£70.00 – Intro to Planning Course

£10.00 – SBNN Phone bill

£8.50 – CiLCA course book

£451.93 – Laptop for Clerk

£144 (+£10 Joining fee) – SLCC Membership

£150.00 – CiLCA registration

£70.00 – Bespoke CiLCA course (23/6)

JULY

£70.00 – Standing Orders Course

£575.00 – CiLCA (14/7)

£27.00 – Lecture Hall rental

£59.99 – Microsoft 365 software package

£35.00 – Annual ICO membership

£324.50 – Clerk additional hours (training

27/5/21 – 1/7/21)

£9.10 – EALC CiLCA guide book

These payments are pending/ awaiting approval

Balances as at 6/7/21

Current Account: £18,354.94

Savings Account: £38,770.08

Savings Account*: ~~£15,600.92~~

Total: £72,725.92

*Earmarked Reserves: £4,218.97 – War memorial

£10,000.00 – Churchyard wall repair fund

£ 521.95 – Neighbourhood Plan grant

£ 880.00 – Steeple Bumpstead Neighbourhood Network

CLERKS NOTES OF INTEREST THIS MONTH

Litter picking equipment was sourced, with thanks, from Braintree District Council, to allow the Steeple Wombles to continue their good work.