



STEEPLE BUMPSTEAD PARISH COUNCIL Meeting @ The Moot Hall

ON Thursday 9th June 2022 at 7.30pm

Chairman: Cllr Barnes

In attendance: Cllr Rust, Cllr Swaby, Cllr Hexter, Cllr Mackenzie,

Also present: Cllr Garrod

Clerk: Mrs Julia Howard

Members of the public: None

M i n u t e s

- 22/073** **Welcome and to receive apologies for absence** **Chairman**
Apologies received from Cllr Hill, Cllr Denning, Cllr Westrope and Cllr Borges.
- 22/074** **Declarations of Interest** **Information**
Chairman Cllr Barnes disclosed an interest in some items of expenditure due for approval (22/081).
Cllr Swaby disclosed a pecuniary interest re: planning 19 Church Street, which has now been approved (22/078).
- 22/075** **To approve the minutes (previously circulated)** **Decision**
Cllr Rust proposed that the minutes are a true representation of the meeting, Cllr Mackenzie seconded, all voted in agreement
- 22/076** **Question Time - None** **Information**
- 22/077** **Invitation to Cllr Peter Schwier, Essex County Council and** **Information**
Cllr Diana Garrod, Braintree District Council to address the meeting on matters of mutual interest.

Cllr Garrod ran through her monthly report, which had been circulated and is on the PC website. There are no road closures. The long covid support van is being well received and will be in Steeple Bumpstead on 29th June, at the village shop from 9.30am.

There is a village hall grant opening (information has been sent to the village hall committee) Dedham Vale AONB is offering Free homes for hedgehogs (details on the PC website), Monkey pox will be a notifiable disease from June. The CIF fund is now re-opened. Housing legal aid from spring 2023, there will be £10m additional funding. Planning committee members forum proposals consultation – comments required by 1st July 22.

Further discussions followed including re: the McDonald's planning application affecting the outskirts of Essex near Haverhill.

22/078 **Planning Applications**

22/01331/TPOCON - 22 Church Street, Steeple Bumpstead, Essex

Notice of intent to carry out works to tree in a Conservation Area - Remove a large apple tree. Replace the apple with a less invasive tree which would take less maintenance. – **no comment from PC**

22/01339/HH - 7 Haverhill Road Steeple Bumpstead Essex CB9 7DN

Two Storey Side and Rear Extension – **Clerk to support application**

22/01520/COUPA – Upper House Farmhouses, Sturmer rd. Prior approval for the change of use of agricultural building to a dwellinghouse (Class C3), and for associated operational development - Change of use to 1no. residential dwelling. – **clerk to comment that the PC object as this is outside of development boundary**

Decisions

Erection of single-storey rear extension and replacement front bay window.

19 Church Street Steeple Bumpstead Essex CB9 7DG

Ref. No: 22/00844/HH | Received: Thu 31 Mar 2022 | Validated: Thu 07 Apr 2022

Application GRANTED

22/00674/DAC/21/01540/FUL 4 Helions Bumpstead - Application for approval of details reserved by conditions

Application GRANTED

Other – None at present.



22/079 Neighbourhood development plan, to receive an update **Information**
The Council are making progress on this. Design Codes – we commissioned a planning consultancy to create a draft, which has been improved and is now meaningful and reflective of the village. It will form part of the Neighbourhood plan which will go to the village for consultation and to be voted on. Next action is to get another consultant to assist with a Landscape Assessment, we have requested 3 quotes for this and will apply for a grant for this. It will then go to Braintree DC for approval. Expected to be able to consult on this towards the end of 2022/ early 2023.

22/080 Platinum Jubilee Events update and thanks **Information**
Thanks especially to Cllr Ian Mackenzie and also to all those who helped with the planning and delivery of these 4 wonderful days of events and the village groups, businesses and organisations who were involved.

Some great donations were received to help make the event a success and the village looked fantastic, lots of bunting and decorations. The scarecrows and best dressed houses were great. It was a credit to the village and there is an interest in doing another smaller event in the future. Jubilee Seeds are due to be scattered at the camping close, on Sunday 19th June, 10am if you have not planted your seeds please come along. Cllr Hexter to make some areas for these to be scattered alongside Bellropes at the camping close, clerk and Chairman to advertise on social media. A Digital photo diary of the Jubilee events to be created as a scrapbook and kept at the Moot Hall. SBNN (Steeple Bumpstead Neighbourhood Network) volunteered to refurbish a bench, which is painted purple for the Jubilee and will be re-mounted shortly. There is also a new bench on camping close, which was paid for by the surplus of the SBNN grant. The flower planters will be going in place after the banners come down next week. They are planned to be at Moot Hall, Blois Road, the end of Haverhill Road and 1 at Bower Hall rd, tbc.

22/081 Financial Matters (appendix a) **To note and Decision**
A financial update was circulated previously, including a list of upcoming payments. Cllr Swaby proposed to accept the report and proceed with the listed payments, Cllr Rust seconded all voted in agreement.

The Chairman took the opportunity to restate how finances can be claimed back, via receipts being provided to the clerk. However, any expenditure is to be agreed in advance, with the clerk/RFO in writing (email).

22/082 Clerks Report (circulated) (appendix b) **Information**
To note updated actions and to provide updates to outstanding items

22/083 CIF Grant is Open **Information**
Cllr Hexter will be applying for the grant again this year, the closing date is 19th August 2022. Current options include, 1. Inclusive benches, which are accessible to wheelchair users, 2. Repairs/replacement to fencing around play area, 3. Replacement edging to swing/slide section, 4. Structure or bin shed for purple bags (which currently get left by the village hall), 5. Electric Vehicle charging point/s at the camping close. Clerk to send previous application form to Cllr Hexter for reference.

OTHER ITEMS FOR DISCUSSION

22/084 Retirement of Sheila Walsh, Village librarian – The Parish Council would like to thank Sheila for all her hard work in running the library for many years, she always put so much effort and consideration in to the book selection and will be missed by many. We welcome the new librarian, Alice Hexter.

22/085 Membership to Xmas tree event confirmed
Cohort agreed – Cllr Mackenzie, Cllr Denning, Cllr Rust, Cllr Swaby, clerk, plus Cllr Westrope and/or Nigel Chapman to represent the interests of the Moot Hall.

22/086 Information Sharing Chairman Cllr Barnes – to meet with Cllr Swaby and SBWEG re: cutting grass in open spaces areas etc – some areas have recently been overlooked, Meakins Funfair would like to come back to the village in September, we have been asked for suggestions for a street name and a short list will be put forward next week, Cllr Rust – footpaths update footpath 28 had 2



new posts put in, field leading to latchleys has no path, it needs spraying out, Moynes park has horses in the paddock notice on website, Cllr Swaby – is happy to offer advice on installing CCTV if anyone is concerned about recent attempted thefts, Cllr Hexter – will be contacting Essex Libraries about providing Wi-Fi in the Moot Hall, Cllr Mackenzie – SBNN notices may need removing as out of date.

22/087 Next meeting – 14th July 2022 at the Moot Hall.

22/088 Meeting Close – 21.32

22/080	Cllr Hexter to make some areas for jubilee seeds to be scattered at the camping close near Bellropes	Cllr Hexter
22/080	Clerk and Chairman to advertise jubilee seed planting on social media	Chairman and Clerk
22/080	Site the planters	Cllr Mackenzie
22/083	Apply for CIF grants	Cllr Hexter
22/083	Send previous CIF application form to Cllr Hexter	Clerk

Appendix a. Financial Update and payments pending

RFO (Finance) REPORT and payments list –10th May – 07th June 2022



Receipts		Payments	
May			
HMRC VAT	£4,441.83	Clerks Phone contribution	£5
		Viking	£11.43
		BALC membership	£40.00
		J Webb – play bridge repair	£53.40
		Viking	£57.16
		Paul Clark Printing (Jubilee)	£97.00
		Clerk Homeworking	£312.00
		Simpsons Accountancy	£348.00
		Country Gardens	£2,406.00
		DAC Planning (NDP)	£7,410.00
		Reformation Ltd Bench (SBNN Fund)	£449.00
		Npower	£74.20
		Nest	£78.79
		Clerks Wages	£744.16
		Viking	£7.16
		Sheila Walsh – Librarian	£175.00
		Viking	£268.80
		Clerk Overtime	£350.26
		BHIB insurance renewal	£1,221.31
Sub-total	£4,441.83		£14,108.67
June 2022			
Bank Interest	£2.79		
Bank Interest	£1.70		
Sub-total	£4.49		£0
TOTALS	£4,446.32		£14,108.67

Payments / Invoices pending:

May

£75 – assistant librarian honorarium
£55 – Moot Hall

June

£5 – Clerk monthly phone contribution
£55 – Moot Hall
£300 – Bench Base (SBNN fund)

£61.70 – Bench Plaque (SBNN fund)
£25.56 – Bench Brackets (SBNN fund)
£10.38 – screws & bolts as above
£700 – Medical services for Jubilee event
£158.70 – Medals for Jubilee
£1bc – Renovations to bench by SBNN
£59.99 – Microsoft subscription renewal
These payments are pending/ awaiting approval

Balances as at 7/6/22

Current Account: £10,291.11
Savings Account: £35,698.79
Savings Account*: £37,179.80
Total: £83,171.40

*Earmarked Reserves:

£4,218.97 – War memorial
£18,890.00 – Churchyard wall repair fund
£6,175.00 – Neighbourhood Plan grant
£ 395.83 – Steeple Bumpstead Neighbourhood Network
£5,000.00 – Maintenance to Assets
£2,500.00 – Tree Surveys and Maintenance

Mrs J Hc

Recent actions.

1. £8890.00 move to Churchyard wall repair fund
2. £2500 moved to a new earmarked fund for Tree Maintenance
3. £5000 moved to a new earmarked fund for Maintenance to assets (ie benches and play equipment)
4. Neighbourhood Plan Earmarked account depleted and will no longer be reported on / deleted
5. SBNN fund will be closed in the next month.



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initials



Appendix b. Actions list update



CLERKS REPORT on outstanding actions – 9th June 2022

10/06/2021	21/205 ITEM 2	21/205 ITEM 2 – Relocation of 30mph speed limit. Complete application for Highways panel and send to Rissa Long	Cllr Hill / Clerk	An email has been sent to Highways panel as advised by Cllr Schwier
11/11/2021	21/285	21/285 Cllr Barnes to ask the Churchyard wall working group to re-focus and restart, and to accept the two new members (Cllr Swaby and Cllr Hexter)	Chairman	Chairman is liaising Rev Jonathan Lowe to restart the group – update required in June
09/12/2021	21/309	21/309 work on drafting a Welcome Pack and bring it back to the next meeting.	Cllr Hexter	Still in draft stages – update requested for June/July
12/5/2022	22/060	Send email to Cllr Schwier to ask for an update on the pavement, re safety issue.	Clerk	Email sent to Cllr Schwier on 18/5/22, updated required.
12/5/2022	22/062 Item 1.	Finalise policies (SO's and financial) and put on the website	Clerk	Not completed
12/5/2022	22/064	NDP – Apply for additional grant funding	Chairman	Update required
12/5/2022	22/064	NDP – consider appointing an additional consultant to provide a landscapes assessment.	Cllr Borges	Update required
12/5/2022	22/065	Publish dates of meetings	Clerk	Completed
12/5/2022	22/066 Item 8	Contact Barclays about setting up standing orders.	Clerk	Not completed
12/5/2022	22/066 Item 12	Transfer surplus to earmarked accounts as noted	Clerk	Completed
12/5/2022	22/067	Add new / reviewed Training, Bench and Co-Option policies to the website	Clerk	Not completed

Signed by the Chairman
Date