



## STEEPLE BUMPSTEAD PARISH COUNCIL MEETING @ The Lecture Hall, Chapel Street, CB9 7DQ.

ON Thursday 13<sup>th</sup> January 2022 at 7.30pm

Chairman: Cllr Peter Hill

Attendees: Cllr Borges, Cllr Rust, Cllr Mackenzie, Cllr Swaby, Cllr Hexter, Cllr Westrope.

Also present -Cllr Garrod

Clerk – Mrs Julia Howard

Members of the public - One

### Minutes

- 22/001 Welcome and to receive apologies for absence** - Vice Chair Cllr Hill opened the meeting and welcomed our member of public. Apologies were received from Chairman Cllr Barnes and Cllr Schwier **Chairman**
- 22/002 Declarations of Interest** - none **All**
- 22/003 To approve the minutes of the last meeting** - Cllr Rust proposed to accept these as a true record of the meeting, and Cllr Westrope seconded, all were in agreement. **Chairman**
- 22/004 Question Time** no questions **Chairman**
- 22/005 District Councillor's Report** (circulated) – Cllr Garrod ran through some of the highlights in her report, including road closures – Helions Bumpstead Road closed for 5 days from 7th February, Electric Vehicle Charging Points Grants are changing in April, funding training with Community 360 and a reduction in rough sleepers in the Braintree area. Also, the Championing Mental Health Motion, to demonstrate that mental health is a priority. Please see full report for further details (this can be found on the PC website or email the clerk). Further discussion regarding road closures, there are closures affecting so many routes around Bumpstead that it is very difficult to get to any main locations and appointments. Essex County Council is responsible for those on the Essex Highways, however, Bumpstead is located between 3 County's and so this can cause further issues. The clerk could also write to Cllr Schwier regarding the lack of co-ordination of road works and ineffective signage. **Chairman**
- 22/006 County Councillor's Report** – Cllr Schwier has shared emails throughout the month. As he is not present and no one had anything to raise in relation to the information circulated, the Chairman moved on. **Chairman**
- 22/007 Casual Vacancy** - for Co-option closing date 31<sup>st</sup> January 2022. We have three interested parties at present and will look to co-opt in February/March. **Chairman**
- 22/008 Open Spaces Action Plan** – to consider and agree items to include in the annual Open Spaces Action Plan. Chairman Cllr Barnes, Cllr Mackenzie and the clerk have already met to discuss things to include in the open spaces plan, subject to terms and conditions. We would like to include, new Notice boards, benches (replacement for existing benches but also for some new picnic benches as we did not succeed in the CIF grant application), replacement play equipment and possibly adding some new equipment and fencing for the enclosed play area. Perhaps also an alternative surface to the play bark. Further suggestions included a bin store for the village purple bags, installation of a metered electricity supply for the Camping Close – for and outside functional area. Further discussions followed regarding the donation of a bench (Camping Close) and tree for Humphries meadow, which hasn't proceeded as we were waiting for the CIF grant for 3 benches but were unsuccessful



22/009

## Queens Platinum Jubilee 2<sup>nd</sup> – 5<sup>th</sup> June 2022

Cllr Mackenzie

to seek approval from the Parish Council on a few items including proposal to close Church Street on Thursday 2<sup>nd</sup> June 2022 from 15:00 to 22:00.

Cllr Mackenzie ran through the draft plan, starting on Thursday 2<sup>nd</sup> June with a parade of Vintage Cars. Plans include Morris dancers, Scouts leading a parade to the beacon at Freezes farm where the beacon will be lit.

Currently 7 parishioners are involved in developing these plans, 3 others have expressed an interest in getting involved.

Friday 3<sup>rd</sup> June, the Congregational Church wish to hold a tea afternoon. This will be the only event on the Friday

Saturday 4<sup>th</sup> June, A village scarecrow trail, with competition winners to be announced on Sunday (the scarecrow competition will commence in May, with displays around the village). People will be able to follow the trail around the village and see the scarecrows having tea with their owners and have a chat to them.

Sunday 5<sup>th</sup> June – the main event, lots of games like tug of war, egg and spoon race etc, stalls, a bar run by the Fox pub and family picnics on the camping close.

Other suggestions include arranging to drop of a picnic or piece of cake to the people who are isolated / housebound? Perhaps volunteers could bring them in their wheelchairs etc. Link with SBNN on this.

The school will also be involved in a drawing competition etc.

A medal souvenir will be given for each competition.

Query as to whether the PC could also provide a memento for each child of the village – to be discussed outside of the meeting and be brought back for a decision next month.

Cllr Garrod, Cllr Schwier and our Chairman will be asked to assist in the events. The PC is happy to support the road closure, however need to be mindful that the home owners on Church Road may need somewhere else provided to park their vehicle in.

The Platinum Committee is organising these events, with Cllr Mackenzie leading for the PC as the Events working group representative.

22/010

**Planning** - Full details can be found on the Braintree District Council Planning Portal.

All

### Item 1. Planning Applications – Received as at 6/1/22

21/03607/FUL - Maltings House, Sturmer Road, Steeple Bumpstead, Demolition of dwelling and outbuildings and construction of a replacement dwelling and cart lodge. – no objection

21/03612/FUL - Maltings House Sturmer Road Steeple Bumpstead Essex CB9 7BS, Demolition of dwelling and outbuildings and construction of a replacement dwelling and garage. – no objection

### Item 2. Planning Applications – Decisions made by Delegated

**Powers as at 6/1/22** for note and ratification.

NONE

### Item 3. Planning Applications – To note any decisions as at 6/1/22

21/03364/HH | 56 North Street, Steeple Bumpstead - Erection of single storey rear extension. – **Status - Pending Consideration**

21/03329/TPOCON | 58 Lion Meadow Steeple Bumpstead | T1 ON SKETCH PLAN - OVERALL CROWN REDUCTION OF FRAXINUS EXCELSIOR BY APPROXIMATELY APPROX 4-5 METERS (40%) – **Status – Application Granted**

21/03305/TPOCON | 15 Church Street - Notice of intent to carry out works to tree in a Conservation Area - Lime - diseased limbs to be removed down to living base. The tree is alive at the base and on some younger limbs so the four diseased limbs will be removed with the rest maintained. **Status- application**

**Granted**



21/03148/TPOCON - 28 North Street, Steeple Bumpstead – Notice of intent to carry out works to trees in a conservation area. **Status – Application Granted**  
21/02819/TPOCON – 17 Water Lane, CB9 7DS. Notice of intent to carry out works to trees in a Conservation Area, tree reductions to 3 trees. **Status -Pending**

**Consideration**

21/02541/FUL - Land At 16 Church Street, Church Street. Demolition of existing outbuilding and erection of 1No. 3-bedroom dwelling house. Alterations to existing site access. **Status – Application Granted.**

21/02009/OUT – was granted following an appeal. However, the appeal was for planning in principle which was refused, then appealed. Our understanding is that the appeal was granted permitting them to apply for planning permission, however BDC have granted the planning application based on the previous appeal. The PC believe the appeal approval was only meant to allow them to apply not enable BDC to auto approve the application. The PC have asked Cllr Garrod to assist with this.

Chairman

**Item 4. Neighbourhood Plan** (standing Item) to provide an update on the progress or status of the Neighbourhood plan

The Parish Council have been successful in £6k grant to fund the consultant. Cllr Borges has made contact with the consultants to move this forward.

**21/011 Finance and Administration**

All

**Item 1. Accounts for Payment (appendix a)**– to review and approve monthly accounts (receipts and payments) and for approval of monthly invoices & payments due

Cllr Mackenzie proposed to accept this and Cllr Hexter seconded, all were in agreement. A separate motion was raised to approve the expenditure or a replacement PC screen for the clerk. Cllr Rust proposed to accept this and Cllr Swaby seconded it. All were in agreement.

**Item 2. Clerks report** – for note and comment

**Item 3. Precept Setting & Budget approval** (circulated)- for approval  
The clerk walked through the budget proposal, line by line. This has been discussed and agreed by the finance working group (including the Chairman Cllr Barnes) and there was a recommendation to increase the budgetary line for staff costs by £1000 to cover increasing costs such as NI. This was discussed and accepted, the increase will come from general reserves rather than increasing the precept for the coming year. Cllr Swaby proposed to accept the proposed budget of £44,809 for 2022/23

Cllr Rust seconded, by a show of hands, all were in agreement.

The proposal for the 2022/23 Precept is to keep it the same, at £43,409. Cllr Mackenzie proposed this and Cllr Hexter seconded, by a show of hands, all were in agreement.

**OTHER ITEMS FOR DISCUSSION**

**22/012 Yellow Book Deadline** – deadline for articles is 14<sup>th</sup> January

All

Cllr Hexter has drafted an article and Cllr Rust has done one for the footpaths area. Clerk to submit to the Editor.

The E-consult guide has been delayed and Cllr Hexter is speaking to the Navigators at the surgery, so this can't be included unfortunately.

**22/013 Cemetery Lay-by** – to share an update on alternative options for providing this  
Cllr Westrope and Cllr Swaby met and discussed this in December and the plans were shared before our meeting tonight. Cllr Swaby has suggested a way to underpin in sections, safeguarding the wall and then providing a concrete lay-by with an estimated cost of £20k, which is much lower than the estimated figure suggested by Highways.

Cllr Swaby

Cllr Schwier had previously advised that the Highways panel route is time consuming and expensive, we can approach Cllr Schwier to seek advice on funding options for this and would need to check whose land this is.



- 22/014 PFCC Crime Prevention Fund 2021/22** – to share that Grants of up to £20,000 are now available for community projects that help deliver effective approaches to prevent crime from happening in the first place, to reduce overall crime and to keep our communities safe. **All**  
 Would this extend to purchasing benches and outdoor table tennis tables, to redirect the youth? Cllr Hexter to enquire about what could be applied for and advise with the Chairman and clerk.  
 The village hall has already got quotes for new CCTV
- 22/015 Broken drain cover on B1057** – to seek an update on this reported drain cover. **All**  
 Update available, it has now been fixed, thanks to Cllr Westrope for organising this, it was very dangerous
- 22/016 Information Sharing** – items for future meetings / information only **All**  
 Cllr Mackenzie – football shed on Camping Close needs emptying and tidying and some storage improvements. Will need a skip/ man with a van, PC may need to assist in paying for this and / or doing some of the work. Cllr Rust – none, Cllr Borges – none, Cllr Swaby – could the PC look into purchasing a wood chipping machine, so that we could lead a group to do various green / gardening projects around the village and then chip any trimmings and use this on the footpaths where needed, Cllr Hexter – none, Cllr Westrope – none.
- 22/017 Next Meeting** – Thursday 10<sup>th</sup> February 2022, 7.30pm venue tbc (due to covid restrictions we will review the location of the meeting each month). **Note**
- 22/018 Meeting Close – 9.35pm**

Signed by the Chairman .....  
 Date .....

Action 1	22/005 Clerk to email Cllr Schwier regarding poor signage and ineffective diversions / planning for road closures	Clerk
Action 2	22/008 complete and submit the open spaces action plan to BDC by 28/1/22	Clerk
Action 3	22/009 liaise with SBNN re: including the more vulnerable people in the village	Cllr Mackenzie
Action 4	22/009 research and agree on a memento for the children of the village, to propose for approval at the next meeting	Clerk
Action 5	22/009 Liaise and action the road closure of Church Road, letters may be required for residents.	Cllr Mackenzie, Clerk and Cllr Hexter
Action 6	22/010. Item 3. Cllr Garrod to contact BDC Planning for clarity on this case and the process following such an appeal	Cllr Garrod
Action 7	22/013 Email Cllr Schwier with the lay-by drawing and ask about funding options if Highways wouldn't be able to consider it.	Clerk & Cllr Swaby
Action 8	22/014 Enquire on the terms of the £20k PFCC grants	Cllr Hexter



## Appendix a – Clerks report



### CLERKS REPORT –8<sup>th</sup> December 2021 – 9<sup>th</sup> January 2022

Receipts		Payments	
<b>December 2021</b>			
		Royal British Legion donation (poppies)	£ 50.00
		NEST	£ 23.23
		Npower (transferred from E.ON)	£ 57.84
<b>Sub-total</b>	£0		£131.07
<b>January 2022</b>			
		Budget & Precept Course	£ 84.00
		J C WEBB Handyman (6 months)	£ 580.71
		Clerk - Christmas refreshments	£ 25.16
		Lecture Hall Booking December	£ 27.00
		Country Gardens	£ 1,542.00
		Moot Hall	£ 55.00
		Clerk wages	£ 722.76
		IT - Clerk	£ 122.40
<b>Sub-total</b>	£0		£3,159.03
<b>TOTALS</b>	£0		£3,290.10

#### Payments / Invoices pending:

**JULY**  
£144 (+£10 Joining fee) – SLCC Membership  
**NOVEMBER**  
£10 – SBNN  
**December**  
£10 SBNN  
£300 – to Handyman, works to Camping Close

£225 – PC Monitor/screen for Clerk  
£71 – Viking, office supplies  
£722.76 – Clerk Wages  
£55 – Moot Hall  
£27 – Lecture Hall (January)  
*These payments are pending/ awaiting approval*

#### Balances as at 9/1/22

Current Account: £18,932.40  
Savings Account: £39,294.73  
Savings Account\*: £15,018.97  
Total: £73,246.10

\*Earmarked Reserves: £4,218.97 – War memorial  
£10,000.00 – Churchyard wall repair fund  
£ 0 – Neighbourhood Plan grant  
£ 800.00 – Steeple Bumpstead Neighbourhood Network

#### Clerks notes of interest:

We have 1 complaint from a member of the public, which has been looked into and responses sent.

We have had an increase in electricity charges and are seeking to reduce the bills.

Climate Crisis Conference for 2022 will be Thursday the 27<sup>th</sup> January EALC, by zoom.

The Footpaths section has been updated on the PC website.