

# Fyfield Parish Council – draft minutes

## Minutes of the meeting of Fyfield Parish Council held on Monday 5<sup>th</sup> February 2024 at Fyfield Village Hall, Houchin Drive, Fyfield.

**Present:** Councillor B Saward (Chairing), Councillors S Mead, T Wadey, D Webster, L Webster

**In attendance:**

4 members of the public (MoP)

<b>23.117</b>	<b>Apologies for Absence</b> <b>To receive and approve apologies for absence</b>  Cllr G Codd was unwell.
<b>23.118</b>	<b>Declaration of Interests &amp; New Councillor</b> <b>To receive Councillor’s declaration of interests and dispensations concerning items on the agenda</b>  No declarations of interest. One person expressed interest in joining the Parish Council, but decided it was not for them.
<b>23.119</b>	<b>Approval of the Minutes of Meeting held 8 January 2024</b>  The minutes of the Fyfield Parish Council meeting held on Monday 8 <sup>th</sup> January 2024 were <b>approved</b> as an accurate record.
<b>23.120</b>	<b>Public Participation Session</b> <b>To receive questions and statements from members of the public with respect to items on the agenda and other matters that are of mutual interest</b>  A MoP raised concerns about the house at Strettons. It does not seem to match the original plan, however a recent non material amendment (Nov 23) has been passed on a second application. Dormers and eaves all appear to be larger than they should be. These new additions also overlook the houses behind. A Planning Inspector has visited today and will report back to the planning committee. KP to write to Ian Hadley and ask for feedback on the inspection and potential public consultation as alluded to in the planning. The ‘Shed Club’ reported that they had had a visit from the organisation with a very positive report. Now up to 17 members. Storage is the main problem. They have looked at the roundabout and will take a panel off to see why it is tipped back and what is making it stick. Cllr D Webster asked that if it needs some work done, the council be informed before this commences. Cllr L Webster asked how jobs are paid for, and it was explained that it is donations and cost of materials only at this point. Further on, when registered as a charity, they will be able to get funding and apply for grants.

# Fyfield Parish Council – draft minutes

<b>23.121</b>	<p><b>Clerk’s Report</b></p> <p><b>Town and Parish Catch Up 30/1</b> Cllr Saward did not attend, but plans to go to the next one.</p> <p><b>Ride London</b> The contract is for 3 more years. 2024 event is 26 May</p> <p><b>Insurance for The Shed Club</b> Insurance via Clear Insurance Management (formerly BHIB) for the shed Club is not possible. Contents and liability are the only things that are needed. There are companies that will do this.</p> <p><b>Gates to churchyard on Cannons Lane</b> This has been looked at by the Shed Club, and they will level them up and put a new catch at the top.</p> <p><b>Twenty’s Plenty and speed watch</b> Cllr Mead attended a zoom meeting. Several councils are now adopting this, and there is pressure for Essex County Council to reconsider, although they have said that they will look at individual cases. Next meeting 20 February and Cllr Mead will attend. Discussion about support from residents and other local parish councils. Contact Jaymee McIvor to be asked about smiley face signs for the village. There are also three 30 mph signs missing – KP to write to Tom Cunningham about this.</p> <p><b>Remembrance wall/path</b> Deferred to the next meeting so that Cllr Codd can lead on this.</p> <p><b>Liabile to flooding signs in village</b> Cllr D Webster stated that by putting up the signs, it appears that the council are covering themselves for future floods to avoid people claiming against them for damaged cars. There was also discussion about ensuring that the Gypsy Mead developers did put in the lake that is on the plan. Both items to be kept on Parish Council radar.</p>
<b>23.122</b>	<p><b>County Councillor, District Councillor and other representatives reports.</b></p> <p>Cllr Hadley sent apologies but reported that they have sold off 52 acres of North Weald Airfield. This will enable them to fund police in the area.</p>
<b>23.123</b>	<p><b>Finance</b></p> <p>a) <b>To consider and approve invoices for payment</b></p> <p><b>RECEIVED</b> List of invoices submitted in January 2024 that required payment by the Parish Council.</p>

## Fyfield Parish Council – draft minutes

Ref No	BACS Ref	Payee	Detail	Amount
8 24	4658	TBS Hygiene	Emptying bins	£107.04
9 24	21-9301	BB Groundscare	Sports Field Maintenance	£647.50
10 24	-	L Webster	Boxes, files for archiving	£311.15
11 24		K Perry	Salary January	£459.48
12 24	DD	Xero	Monthly subscription	£24.00
13 24		Village Hall	Booking for meeting 5/2	£16.50
14 24		K Perry	Microsoft 368 annual fee	£59.99
<b>Agreed</b> - List of invoices were authorised (approved unanimously).				
	b) The precept amount for 2024 was noted as £15,564.			
<b>23.124</b>	<b>Burial Ground</b>			
	<p>a) Cllr L Webster supplied a list of interments and burials that have recently taken place, or are upcoming. Full list circulated to councillors. Cllr L Webster to draft a letter to Mary Ellis’s family acknowledging her contribution to the community – to be sent from Cllr Seward.</p> <p>b) Burial charges need to be looked at more closely and provision made for longtime residents who were not residents at time of death and other extenuating circumstances. Cllr Webster cleared some Christmas wreaths and plastic flowers from the churchyard and will continue to do this.</p> <p>c) Churchyard schedule of works and biodiversity to include plan for greening of burial ground to be moved to next meeting.</p> <p>d)</p>			
<b>23.125</b>	<b>Sports Field &amp; Village Hall</b>			
	<p>a) Sports field hire bookings</p> <ul style="list-style-type: none"> <li>• 10 August for a wedding, using hall and field. They have paid in full and Cllr Mead has agreed to rope off the parking area on the field.</li> <li>• 15 September is the 5k run.</li> <li>• The village hall have a band one evening, and they will be hiring the field for parking, people sitting outside.</li> </ul>			
<b>23.126</b>	<b>Planning</b>			
	<p>To consider            EPF/2755/23 The Old Forge, Dunmow Road            Single storey rear addition            EPF/2762/23 The Old Forge, Dunmow Road            Grade II listed building application for single storey rear addition</p>			

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	<b>- no objections.</b>
<b>23.127</b>	<p><b>Repairs to Assets</b></p> <p>a) Refurbishment of Noticeboard – The Shed Club are prepared to refurbish this and the Council will make a donation. Cllr Saward will speak to Allen Knife when it is being done, asking permission to go on his land for the purpose of removing/reinstating it. During this time, any parish notices will be displayed on boards in the bus shelter.</p> <p>b) Village Sign repair – KP to send email to Jenny Russell asking for a progress report.</p> <p>c) Christmas Tree – to consider siting of tree next to highway. It was felt that there are too many restrictions with having the tree near the highway, risk assessments and insurance etc. All happy for the tree to go in Les and Jan’s garden again. Some wine to be given to the Halls as a thank you.</p> <p>d) To discuss ‘Rural Fund for community focused capital projects’ and agree any actions. Cllr Saward looked into this, it was more for new developments and also needs to be match funded by the council so not suitable for any current projects. A little more research to be done into grants/funding. Cllr Mead suggested the Stansted fund could be looked at.</p>
	<p><b>Communication and Promotion</b></p> <p>No specific items at this time.</p>
<b>23.129</b>	<p><b>Date of the next Parish Council meeting</b></p> <p>To confirm the date of the next Parish Council meeting 4 March 2024.</p>

The meeting closed at 21.14.

**Signed:** -----

**Dated** -----