

Fyfield Parish Council Minutes

Minutes of the meeting of Fyfield Parish Council held on Monday 6th November 2023 at Fyfield Village Hall, Houchin Drive, Fyfield.

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

In attendance:

4 members of the public

23.76	Apologies for Absence To receive and approve apologies for absence Apologies were received from Cllrs L Webster and M Bacon
23.77	Declaration of Interests To receive Councillor's declaration of interests and dispensations concerning items on the agenda No declarations of interest.
23.78	Approval of the Minutes of Meeting held 2 October 2023 The minutes of the Fyfield Parish Council meeting held on Monday 2nd October 2023 were approved as an accurate record.
23.79	Public Participation Session 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 Representatives from The Mens Shed enquired about the Phone box – they were advised to liaise with Ian Hadley. A MoP asked if anything has been done with reference to the speeding in the village. It was reported that the Head of Highways for Essex has recently left. A relationship needs to be established with the new person. Cllr Saward suggested she ask for volunteers in the Focus to man community speed checks, and she will also contact Warren Shepherd about some early morning speed checks by the police. District Cllr Balcombe suggested contacting Jamie or Ian to ask about getting a speed camera/more signage for the village. Also there was discussion about the speed that tractors go through the village. Cllr Mead to speak to the 20's Plenty people to find out what is happening.

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23.80	<p>Clerk's Report Cllr Webster was thanked for all his hard work covering the Clerk role. Katharine was welcomed back.</p> <p>Sovereign has inspected the play equipment and are doing several repairs and checking the condition of the roundabout.</p> <p>Giving up of lease on land by garages at rear of Walker Avenue is still on-going.</p> <p>Internal Audit interim report was good, and Cllrs Wadey, D Webster and Saward will meet to discuss the budget and precept.</p> <p>Private Road signs in the lay-by on the B184 are still there. Awaiting news on this from highways who have been informed.</p> <p>A chasing email from Carol Gabriel about the hedge by her house – this will be cut as soon as conditions are right for this task.</p> <p>Cllr Codd suggested a schedule of the year's plans for the churchyard in the porch, and a sign explaining that certain areas are deliberately been left as managed biodiversity, signposting them to the more detailed information.</p> <p>Barclays are moving all parish councils to a new type of account.</p> <p>Epping Forest have a Town & Parish Catch-Up monthly team meeting. KP to forward details to all councillors.</p> <p>Post is very sporadic, and it was suggested that the Parish Council write a letter to the Post Office explaining that cheques are awaited.</p> <p>Generators, Quad bikes, cartridges were all stolen last week from the Essex Shooting Ground. Police did not seem overly interested.</p>
23.81	<p>County Councillor, District Councillor and other representatives reports.</p> <p>Report from District Councillor Hadley. He touched on council tax rates and said that they have cut staff at the council. Raising council tax not currently an option. Pot holes continue to be one of the main irritants. There was also mention of the upgrading of the phone mast in the village.</p>
23.82	<p>Finance</p> <p>a) To consider and approve invoices for payment</p> <p>RECEIVED List of invoices submitted in October 2023 that required payment by the Parish Council.</p>

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Ref No	BACS Ref	Payee	Detail	Amount
47 23	4458 + 4573	TBS Hygiene	Emptying bins	£182.28
48 23	21-9181	BB Groundscare	Sports Field Maintenance	£647.50
49 23	00001358 28	Sovereign	25% deposit cost of playground repairs	£304.96
50 23	2023/126	Village Hall	Clubroom hire	£14.03
51 23	17019	EALC	Budget & Precept course – D Webster	£90
52 23	A8244	Auditing Solutions	Interim Report 2023	£480
Agreed - List of invoices were authorised (approved unanimously).				
	<p>b) Section 106 monies from Gypsy Mead – An emails was sent to Head of Planning for Epping Forest. The reply was that the money is released on occupation, so this means it will be some way down the line. Cllr Balcombe replied that he will check as thought it was on commencement. KP to check Section 106 document.</p>			
23.83	<p>Burial Ground</p> <p>a) Report on church yard issues Cllr L Webster reported that she is working on the burial ground regulations. There are some anomalies surrounding ownership of graves, which impacts on who can be buried there. It was agreed that Mrs Humm’s executor would be given the ownership documents but the council would write to explain that this provides no future rights to the grave.</p> <p>b) Re- level gravestones - Leverton Brothers has quoted £600 to stand up three gravestones and also to move one to make more space. It was decided that graves with no owners should be laid flat, and cut into ground so that they can be mowed over. If any owned gravestones need maintenance, the owner can be given the option of paying to have it straightened or have it laid down. Other quotes to be sought.</p> <p>c) Memorial for Mr and Mrs Finch Noyes – a headstone in shape of cross has been approved.</p> <p>d) Burial of Mr Roger Drew took place on 1 November.</p>			
23.84	<p>Sports Field & Village Hall</p> <p>a) Bookings – none coming up.</p> <p>b) Field drainage – quotes had been received from Pearls and there was discussion about type of drainage. Verti drains would be best as they allow the water to run through better. The quote was £2400 for this. To install drainage pipes was £10k to £20k</p>			

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	<p>c) There was discussion about proposed wording for a survey to residents about changes to the village hall which would include getting rid of the changing facilities. District Councillor Balcombe explained that he thought there is a document that says the village hall needs to retain changing facilities in order to retain the use of the field. This document to be found and discussed before the village are consulted.</p>
23.85	<p>Planning</p> <p>a) Planning Applications EPF/2289/23 – Little Forge – listed building, replace guttering – no objections EPF/2356/23 – 4 Forest Drive - Fell and replace sycamore – no objections</p>
23.86	<p>Repairs to Assets</p> <p>a) Replacement of the Noticeboard was discussed. Two quotes had been sought and it was decided to add to the 2024 budget. b) Village sign – Cllr D Webster has contacted Jenny Russell, she is happy to do this. KP to ask Herons Farm if they will take the sign down and take the frame off so that the repairs can be done. c) Phonebox was discussed in Clerks Report. d) Rural Fund – Cllr Saward to look into this and see if there is anything we can apply for.</p>
23.87	<p>Christmas Tree</p> <p>The Christmas Tree is being placed in Alan Knife’s garden and the electricity will come from his house. Cllr D Webster will let the PC know when the tree is going up. On the light turning-on night, it was agreed that cones need to go out around the corner by the shop and by the pub to stop cars parking there. Reminders to go on the Grapevine, encouraging people to walk down. Cllr L Webster to do this.</p>
23.88	<p>Fyfield Shed Club</p> <p>The signed lease was handed over to the Chairman, who signed on behalf of the Parish Council.</p>
23.89	<p>Communication and Promotion</p> <p>Fyfield Focus – dog poo on the field, fireworks on field – reminder that this is not allowed.</p>
23.90	<p>Date of the next Parish Council meeting</p> <p>To confirm the date of the next Parish Council meeting 4th December 2023 at 7.30pm</p>

The meeting closed at 20.50 .

Signed: -----

Dated -----