

---

**Minutes of the meeting of Fyfield Parish Council held on Monday 6<sup>th</sup> March 2023 at Fyfield Village Hall, Houchin Drive, Fyfield.**

**Present:** Councillor B Saward (Chairing), Councillors M Bacon, G Codd, S Mead, T Wadey, D Webster and L Webster

**In attendance:**

3 members of the public

<b>22. 136</b>	<p><b>Apologies for Absence</b>  <b>To receive and approve apologies for absence</b></p> <p>None.</p>
<b>22.137</b>	<p><b>Declaration of Interests</b>  <b>To receive Councillor’s declaration of interests and dispensations concerning items on the agenda</b></p> <p>None.</p>
<b>22.138</b>	<p><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></p> <p>The Men’s Shed are investigating charity registration. It was suggested that it may be more appropriate to set up as a Community Group and use the Village Hall’s charity status if and when needed for funding/discounts. The Council agreed to reimburse the Men’s Shed group for the cost of paint for the outside of the structure.</p> <p>A Member of the Public requested an update on the Phonebox. Cllr Saward advised that this was the responsibility of the Friends of the Phonebox – she understood that Mr Rayner had been unwell and so not able to complete the work yet.</p>
<b>22.139</b>	<p><b>Approval of the Minutes of Meeting held 6 February 2023</b></p> <p>The minutes of the Fyfield Parish Council meeting held on Monday 6<sup>th</sup> February 2023 were approved as an accurate record.</p>
<b>22.140</b>	<p><b>Clerk’s Report</b></p> <p>Marking of the outer edges of the matting on the field - Cllr Mead will speak to BB Grounds Care.</p> <p>Clearing of overgrown area by garages – Richard West has cleared 3 feet of brambles by residents’ gardens. Cllr D Webster will clear the rest.</p> <p>Cllr Saward will order no parking signs and lines paint for the road from Houchin Drive to the village hall carpark.</p>

	<p>Richard West offered to rake stones to temporarily fill the hole in the carpark. FVH is seeking funds from the Education Authority for maintenance of the carpark.                  Councillors decided not to pursue the Police suggestion of installing CCTV in the village.                  Cllr Mead will suggest again that Ongar Juniors Football move the smaller children’s pitches near to the Hall. OJFC have confirmed they will return the signed Agreement shortly.                  Cllr Saward will be meeting FVH on 8 March to discuss plans for the Coronation weekend. Cllr L Webster is hoping to get wildflower seeds to distribute to residents.                  FVH have promised to add the Sports Field Booking Form to their website shortly.                  Cllr Codd will create an Action Plan for if and when the river becomes polluted. This will be included in an updated village Emergency Plan.</p>			
<p><b>22.141</b></p>	<p><b>County Councillor, District Councillor and other representatives reports.</b></p> <p>None. FPC clerk has asked Essex Councillor McIvor if it would be possible to have a meeting in the village to discuss the impact of Ride London in view of local businesses’ concerns.</p>			
<p><b>22.142</b></p>	<p><b>Finance</b>  <b>a. To consider and approve invoices for payment</b></p> <p><b>RECEIVED</b> List of invoices submitted in February 2023 that required payment by the Parish Council.</p>			
<p><b>Ref No</b></p>	<p><b>BACS Ref</b></p>	<p><b>Payee</b></p>	<p><b>Detail</b></p>	<p><b>Amount</b></p>
<p>68 23</p>		<p>K Perry</p>	<p>February salary</p>	<p>£437.58</p>
<p>69 23</p>		<p>Paul Norris</p>	<p>Churchyard maintenance</p>	<p>£180</p>
<p>70 23</p>	<p>3459</p>	<p>TBS Hygiene</p>	<p>Emptying bins</p>	<p>£114.96</p>
<p>71 23</p>	<p>21-8716</p>	<p>BB Groundscare</p>	<p>Maintenance of sports field</p>	<p>£647.50</p>
<p>72 23</p>		<p>Village Hall</p>	<p>Hire of hall March Meeting</p>	<p>£14.03</p>
<p>73 23</p>		<p>Franklin Trees</p>	<p>Pollarding trees at church</p>	<p>£500.00</p>
<p><b>RESOLVED</b> List of invoices were authorised (approved unanimously).</p> <p><b>TASK</b> All paperwork signed off by Cllrs Saward &amp; Mead. All payments are set up ready for authorisation online.</p>				
<p><b>22.143</b></p>	<p><b>Governance</b>                  a. <b>Strategic Action Plan</b> - Cllr Saward has arranged the first meeting.</p>			

	<p>b. <b>Liaison with other councils</b> – No action.</p> <p>c. <b>Biodiversity – sports field and churchyard</b> - A new Working Group was approved with members Cllrs L Webster, Codd and Bacon.</p>
<b>22.144</b>	<p><b>Burial Ground</b></p> <p>a. <b>Report on church yard issues</b>                  Franklin Trees have pollarded the lime trees at the front of the churchyard and also cut down trees blocking light to the East window for the PCC.                  Councillors agreed to purchase a box to store inappropriate decorations left on graves. Signs with the agreed wording about this will be put up in the burial ground soon.</p>
<b>22.145</b>	<p><b>Sports Field &amp; Village Hall</b></p> <p>a. <b>Sports Field Hire Bookings &amp; booking form</b>                  Only booking currently is the 5k run in September.</p> <p>b. <b>Checks on play equipment</b>                  7 March – pm (Sovereign). Cllr Mead will attend this visit.</p>
<b>22.146</b>	<p><b>Planning</b></p> <p>There were no planning applications for consideration.</p>
<b>22.147</b>	<p><b>Fyfield Village</b></p> <p>a. <b>Defibrillator.</b> Cllr Saward will speak to former Cllr Janette Bell.</p> <p>b. <b>Villager of the Year</b>                  Cllr Saward will add a nomination form to the website and on Facebook.</p> <p>c. <b>Coronation Celebrations</b> – See Clerk’s Report above.</p> <p>d. <b>Energy costs for residents and businesses</b>                  Cllr D Webster has approached the Village Shop who are coping with energy costs at present.</p>
<b>22.134</b>	<p><b>Communication and Promotion</b></p> <p>Date for Annual Parish Meeting: 15 May                  The Men’s Shed will be providing information at this meeting.</p> <p>Cllr D Webster will speak to the resident parking overnight in the carpark to remind him that this is not acceptable. FVH will put up a replacement sign advising that parking overnight is not allowed. Councillors suggested that the wording of this sign could be made stronger and threaten sanctions if not complied with.</p>
<b>22.135</b>	<p><b>Date of the next Parish Council meeting</b></p> <p>To confirm the date of the next Parish Council meeting 3 April 2023.</p>

**The meeting closed at 8.45 pm.**

**Signed:**