

Fyfield Parish Council minutes

Minutes of the meeting of Fyfield Parish Council held on Monday 4th September 2023 at Fyfield Village Hall, Houchin Drive, Fyfield.

Present: Councillor B Seward (Chairing), Councillors M Bacon, G Codd, T Wadey, D Webster (acting clerk), L Webster

In attendance:

4 members of the public

23.45	Apologies for Absence To receive and approve apologies for absence Apologies had been received from Cllr S Mead.
23.46	Declaration of Interests To receive Councillor's declaration of interests and dispensations concerning items on the agenda No declarations of interest.
23.47	Approval of the Minutes of Meeting held 7 August 2023 The minutes of the Fyfield Parish Council meeting held on Monday 7 th August 2023 were approved as an accurate record, with two amendments – 23.36: Cllr I Hadley should be referenced in relation to the Friends of the Phonebox, and . 23.42: Cllrs D Webster will set up Burial Ground email address
23.48	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 A Member of the Public (MoP) complained about the lack of whitelining on the B184. The clerk will write to Highways. A MoP queried whether there would be street lights on the Gypsy Mead site. The village was designated a "dark village" some years ago. The clerk will write to the EFDC planning officer to say that the Council does not want lighting and the Chairman will write in the Focus to remind villagers and to encourage them to use PIR sensors on outside lights. A MoP queried whether the Mens Shed will get a lease from the Parish Council.
23.49	Clerk's Report <ul style="list-style-type: none">• Telephone box – The Chairman has spoken to the Friends of the Phonebox (Mr Hadley and Mr Rayner). It seems unlikely that any

Fyfield Parish Council minutes

	<p>works inside will be done soon so the Friends need to find someone else to do them, perhaps the Mens Shed team or by advertising in the Focus</p> <ul style="list-style-type: none"> • Sovereign will be inspecting the playground equipment on the 18th September • Potholes there is a large pothole at the Millers Green turning on the Willingale Road and the entrance to Elmbridge is deteriorating • Cllr Saward will find out if residents want to take up ECC's salt bag offer • The clerk has emailed the planning officer at EFDC re Section 106 monies and copied in District Cllrs Hadley and Balcombe and County Cllr McIvor • The clerk chased EFDC to discuss giving up lease on land by garages at rear of Walker Avenue – EFDC acknowledged 4 Sep saying they cannot see a way out of the lease and referred to legal • Initial internal audit meeting scheduled for week commencing 9 October • The clerk emailed Tanith Crook at Leonard Gray re title rectification of churchyard • An email was received from N Housden of OJFC re Sec 106 monies, acknowledged • The clerk wrote to Cllr Lee Scott re the Private Road signs on B184 layby and received a confirmation that this has been passed on to Essex Highways implementation team • The Christmas tree was discussed. The Chairman will ask Mr M Onslow and Mr A Knife if they could allow the tree on their land.
--	---

23.50	<p>County Councillor, District Councillor and other representatives reports.</p> <p>None received.</p>
--------------	---

23.51	<p>Finance</p> <p>a) To consider and approve invoices for payment</p> <p>RECEIVED List of invoices submitted in August 2023 that required payment by the Parish Council.</p>
--------------	---

Ref No	BACS Ref	Payee	Detail	Amount
34 23		Paul Norris	Churchyard maintenance	£590
35 23		K Perry	Salary August	£218.75
36 23	4265	TBS Hygiene	Emptying bins	£91.20
37 23	21-9086	BB Groundscare	Sports Field Maintenance	£647.50
38 23	2605818	Castle Water	Burial Ground	£83.07

Fyfield Parish Council minutes

Agreed - List of invoices were authorised (approved unanimously).	
	<p>b) Section 106 monies from Gypsy Mead – It was agreed that a canopy over the patio area (rough estimate £30,000), improved drainage to the sports field, new play equipment for older children (e.g. climbing frame - estimate £25,000) and an outside table tennis table (estimate £4,000) were the current preferred options. Cllr S Mead will obtain quotes for field drainage from BB Groundscare and others.</p>
23.52	<p>Burial Ground</p> <p>a) Report on church yard issues</p> <p>Cllr L Webster suggested that a Burial Ground Committee be set up and that a churchwarden be included. Terms of Reference will be agreed at the next meeting. She said that a new set of Rules and Regulations and revised fees will be brought to the next meeting for agreement. She reported that Mr Arthur Shelsler, a postman in the village for many years, had died and his funeral would be on 11 Sep; his ashes will be interred in the lawn of remembrance. Mrs Letchfield will be invoiced for ownership of the ashes plot of her husband. Leverton Brothers have looked at the leaning gravestones and will quote to straighten them. Although Parish Council records for 1986 to 2001 have been recovered, those for the burial ground are still missing.</p> <p>b) Cllr L Webster was able to agree with her family that Ms Humm’s ashes would be interred in the same grave as her family and on this basis would be charged a resident’s rate.</p>
23.53	<p>Sports Field & Village Hall</p> <p>a) There were no new bookings. b) Cllr Codd had met with Cllr Mead and will bring a firm wording to the next meeting for the survey on changing facilities at the village hall.</p>
23.54	<p>Planning</p> <p>a) Planning Applications – none received.</p>
23.55	<p>Governance, Strategy and Action Plan</p> <p>a) The new Standing Orders were agreed b) Cllr Wadey had drafted a response to the London Stansted Airport Draft Noise Action Plan Consultation, and the clerk will send it to Stansted; he explained that Stansted were using 2021 data as their baseline (ie during Covid restrictions) which is not reasonable; there was a considerable increase in night time departure infringements</p>

Fyfield Parish Council minutes

	<p>in 2022 often due to late arrivals; however most flights above Fyfield were flying at over 30,000 feet and most are going into and out of Luton and Heathrow.</p>
23.56	<p>Repairs to Assets</p> <p>a) Replacement of the Noticeboard was discussed. The clerk will bring replacement quotations for agreement at the next meeting.</p> <p>b) The clerk will contact Mrs Russell to ask her to repair the village sign.</p> <p>c) The Council purchased the Telephone Box for the village but the Friends of the Phonebox agreed to take responsibility for its conversion and upkeep and the Council would like them to stick to this commitment.</p>
23.57	<p>Footpaths</p> <p>EFDC have asked for volunteers to help West Essex Ramblers to clear footpaths in the Parish, perhaps in conjunction with Moreton, Lavers and Willingale. Cllr D Webster will act as contact point. The non pavement on the corner of the Moreton Road was mentioned as something that needed attention.</p>
23.58	<p>Communication and Promotion</p> <p>Cllr L Webster asked if the village would consider entering the Best Kept Village competition for 2025. This is as much about community engagement and activities as the tidiness or appearance. The Chairman will ask for help in the Focus.</p>
23.59	<p>Date of the next Parish Council meeting</p> <p>To confirm the date of the next Parish Council meeting 2nd October 2023 at 7.30pm</p>

The meeting closed at 21:10pm.

Signed: -----

Dated -----