

***Moreton, Bobbingworth and the Lavers Parish Council***

---

**MINUTES**

**Meeting:** Parish Council Meeting

**Date:** 14 July 2020

**Time:** 7.30 PM

**Venue:** Video Link

---

**PRESENT:**

**Councillors (12):** Cllr John Collins (Chairman), Cllr Busch, Cllr Jim Collins, Cllr Cooper, Cllr Padfield, Cllr Radbourne, Cllr Silk, Cllr Stevens

**Also in Attendance (1) :** Julia Milovanovic – Parish Clerk  
**Members of the Public: (0)**  
**Members of the Press (0)**

**C.954 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Devereux, Cllr Chiverrell, Cllr Foulser, Cllr Schwier and District Cllr Hadley.

**C.955 OTHER ABSENCES**

None

**C.956 DECLARATIONS OF INTEREST**

None

**C. 957 CONFIRMATION OF MINUTES**

The Minutes of the Annual Parish Council meeting held on 7<sup>th</sup> May 2020 were agreed. This was PROPOSED Cllr Radbourne SECONDED Cllr Padfield.

**C.958 PARISHIONERS' FORUM**

There were no questions from members of the public.

**C.959 RESIGNATIONS**

Cllr Hannis and Cllr Robert Schwier had tendered their respective resignations. The Chairman proposed a formal vote of thanks to both Councillors for their service to the local community. This was supported unanimously.

The procedure for either electing or co-opting two new Councillors was noted as per the Agenda.

### **C.960 REPORTS**

- a) **Bobbingworth Nature Reserve** – No update available
- b) **District / County Councillor Reports** - none
- c) **Parish Councillor Reports** - none

### **C.961 HIGHWAYS**

- a) **Yellow Lines** – Cllr Cooper advised that after 7 years of persistency the yellow lines had finally be marked at the corner of Gould Close. A small celebration, with social and bagpipers had taken place to mark the occasion.

Tubs had been put in place by the Community Spirit group on the edge of the pavement to prevent cars parking on the pavement along the green/edge of Gould Close.

- b) **Speed, parking and congestion survey Church Road, Moreton**

Due to Covid19 this survey has been delayed but the Clerk will ensure that it is undertaken assuming the schools return as is intended in September.

- c) **Request for speed restriction on Watery Lane and through Little Laver**

Cllr McEwan was not present provide an update.

### **C.962. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT**

- Bus Service 13 has been taken over by Essex Community Travel. They had advised that they would welcome an opportunity to discuss possible changes to the service to encourage more people to use it. It was agreed that this would be raised at the over 60's lunch at Christmas 9(presuming it went ahead in the current pandemic). The Clerk would advise Essex Community Travel accordingly.
- It was agreed that a representative of the RCCE Rural Housing team would be invited to attend the next meeting, if it was held in the Village Hall to advise on the opportunities for rural exception housing. The Clerk would contact the RCCE.

### **C.963 CONSULTATION ON MODEL CODE OF CONDUCT – NALC**

It was agreed that the proposed Model Code of Conduct be AGREED. PROPOSED Cllr Padfield. SECONDED Cllr Busch. The Clerk would feed this information back to NALC

### **C.964 HEALTH AND SAFETY POLICY**

Councillors AGREED the proposed Health and Safety Policy. PROPOSED Cllr Busch. SECONDED Cllr Padfield.

### **C.965 COMPLAINTS PROCEDURE**

Councillors AGREED the proposed Complaints Policy. PROPOSED Cllr Busch. SECONDED Cllr Padfield.

### **C.966 DEDICATED E-MAIL ADDRESSES FOR COUNCILLORS**

The domain name has been purchased but due to a very heavy workload the Clerk has not had the opportunity to set these up but will do so before the September meeting.

### **C.967 DEFIBRILATOR**

It was agreed that the Parish Council would take over the responsibility for the defibrillator and would reimburse the resident who had purchase the pads and batteries. PROPOSED Cllr Silk. SECONDED Cllr Radbourne.

However, it was decided not to resite the defibrillator to the phone box at present as the Clerk had advised that in the present circumstances of the pandemic, where defibrillators are in phone boxes, the phone boxes have to be deep cleaned weekly. Therefore this would be reviewed at the next meeting of the Parish Council when the situation may have changed.

The Clerk would put a notice on the door of the phone box in Moreton stating that the defibrillator was located behind the White Hart Pub.

### **C.968 GREEN CONSULTATION**

It was AGREED that the Clerk should respond to this consultation on behalf of the Council.

It was further AGREED that a request should be made for charging points to be available at both village halls within the parish. PROPOSED Cllr Padfield. SECONDED Cllr Busch

### **C.969 EFFECTIVENESS OF INTERNAL AUDIT**

Members of the Council discussed this matter and were satisfied with the manner in which the audit was undertaken and considered it to be a very worthwhile exercise.

## **C.970 FINANCIAL AUDIT OF PARISH COUNCIL ACCOUNTS 2012-2018**

Councillors NOTED the contents of the Auditors report and had no further questions.

## **C.971 NEW CHRISTMAS LIGHTS/MOVING ELECTRICAL SOCKET**

In view of the fact that the permanent Christmas tree would not be in place prior to early 2021 (see following item) the electrical socket would remain in situ for this year, although an electrical check would be undertaken on both the socket and the lights prior to December 2020.

## **C.972 PERMANENT CHRISTMAS TREE**

The Clerk advised that Palm Trees Nursery would not be able to supply a tree in time for autumn planting as they had encountered difficulties due to COVID19. They should be in a position to provide a tree early in 2021.

In view of this it was agreed that a cut Christmas tree would be erected this year. Concern was expressed at the size of the tree last year. The Clerk explained that Art Nurseries, who had supplied a tree the previous year had not been able to provide a tree in time for the switching on of the lights which took place in late November, so a tree had to be found at short notice.

Cllr Radbourne suggested that Calcott Hall may be a possible supplier as he understood that they grew their own trees. The Clerk said that she would contact them and also ask if the tree could be chosen prior to being cut.

The Clerk suggested that it may be sensible to move the Open Parish Meeting and the lighting up of the Christmas Tree to early December. This was unanimously AGREED. The Clerk would ascertain whether the village hall in Moreton was available on either the 7<sup>th</sup> or 8<sup>th</sup> December. It was further AGREED that even if the Open Parish Meeting is unable to take place because of COVID19 the lighting up of the tree ceremony would still take place.

## **C.973 PARISH COUNCIL WEBSITE**

This has now been operational since 1<sup>st</sup> April and has had a good volume of traffic, particularly during the initial weeks of the pandemic when in excess of 100 visits per day were taking place.

## **C.974 STOP STANSTED EXPANSION**

Details of the new SSE website were NOTED.

## **C.975 LOW FLYING AIRCRAFT AND CHANGES IN FLIGHT PATHS**

Cllr Busch advised that Stansted Airport had to legally respond with a full explanation if low flying aircraft were reported. The Clerk would report this and advise both the resident and the Council of the outcome at the next meeting.

### **C.976 NAGS HEAD**

The Chairman and Cllr Cooper met with the prospective new owners of the Nags Head. The new owners had asked if the Parish Council could access any 106 monies to pay for the upgrading of the car park.

The Clerk had advised the new owners that such monies could only be accessed if either the school and/or the Parish Council had a right to use the car park in perpetuity and only once a legal agreement to this effect had been signed by both parties. The new owners were going to approach their lawyers regarding the terms of any agreement and revert

### **C.977 FORMAL COMPLAINT TO EFDC RE NEIGHBOURHOOD PLAN AND MALTINGS FARM APPLICATION**

It was PROPOSED by Cllr Radbourne and SECONDED by Cllr Busch that the Parish Council should formally respond with a stage 2 complaint. This was UNANIMOUSLY agreed.

It was further AGREED to formally write to District Councillor, Ian Hadley, voicing the Parish Council's concerns regarding his lack of support on this and other planning issues and to invite him to a meeting to discuss how we can better work together.

### **C.978 PLANNING**

1. Planning application EPF/1249/20 was discussed. It was PROPOSED by Cllr Busch and SECONDED by Cllr Padfield to Object on the following grounds:

Overdevelopment within the Green Belt for the following reasons:

- Previous planning applications and refusals
  - The dimensions are not all in cubic volume.
  - Whilst removing the single storey conservatory & front extensions, and replacing them with a single storey deeper front extension which appears to be a reduction in the footprint as is the explanation by the architect, the reality is that this house has more than doubled its size through many previous extensions. It started life as a modest two bedroom cottage.
  - Incorporated in this application is the raising the roof level of the various extensions to be uniform with the original roof thus increasing the volumetric proportions massively and adding yet another bedroom.
2. The applications which had been responded to by delegated powers following e-mail consultation were NOTED

3, The planning decisions as per the Agenda were NOTED.

### C.979 Financial Matters

- i) The Clerk's overtime was NOTED.
- ii) Cllr Busch PROPOSED and Cllr Radbourne SECONDED the following payments for approval.

It should be noted that some of the payments had already been made due to the cancellation of the May Parish Council meeting.

Payment Number/met hod	To	For	Amount
SO	Julia Milovanovic	Clerk Salary April 2020	<b>£486.37</b>
BACS	Julia Milovanovic	Overtime April	<b>£345.34</b>
BACS	EALC	Annual Subscription	<b>£376.13</b>
BACS	HMRC	National Insurance (APRIL)	<b>£19.92</b>
SO	Julia Milovanovic	Clerks Salary May 2020	<b>£486.37</b>
BACS	HMRC	National Insurance (May)	<b>£45.28</b>
BACS	Julia Milovanovic	Overtime May	<b>£431.76</b>
BACS	Zurich	Insurance	<b>£358.66</b>
BACS	Viking	Stationery	<b>£48.58</b>
BACS	Carol Foulser	Land Registry charges reimbursement	<b>£24.00</b>
SO	Julia Milovanovic	June Salary	<b>£486.37</b>
BACS	HMRC	National Insurance (June)	<b>£23.54</b>
BACS	Julia Milovanovic	Overtime June	<b>£357.68</b>
BACS	Carol Foulser	Land Registry charges reimbursement	<b>£6.00</b>
BACS	Julia Milovanovic	Annual Subscription- Microsoft 365	<b>£59.99</b>
BACS	RCCE	Annual Subscription	<b>£72.60</b>
BACS	Julia Milovanovic	Home Office expenses  9 May – 5 Sept 17 x £10	<b>£170.00</b>
SO	Julia Milovanovic	July Salary *	<b>£486.37</b>
SO	Julia Milovanovic	August Salary*	<b>£486.37</b>

- iii) The bank balances were NOTED.
- iv) The bank reconciliation was NOTED.
  
- v) **VAT**

It was NOTED that the VAT reclaims for 2019/20 was £973.42 and was in the process of being reclaimed.

- vi) **Budget Revision**

It was AGREED that the budget should be revised to include an extra £4,000 for the Clerk's salary.

### **C.980 Date of Next Meeting**

The date of the next meeting will be on the 8<sup>th</sup> September at 7.30 pm. It is currently scheduled to be held in Moreton Village Hall but may have to be held virtually.

There may be Planning Committee meetings held before this date if there are applications that need to be considered

### **C.981 Items for Next Meeting**

Councillors were asked to advise the Clerk of any items they would like included on the next meeting agenda