

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 6th July 2023 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Marsello, Huntington, Walker, Coveley, Burgess, Graves and Vallis. Peter Thurgood and Maik Windhorst and one resident were also in attendance and the Clerk kept the minutes.

1. Apologies for Absence – Councillors Whitehead and Elms.

2. Co-option of Peter Thurgood and Maik Windhorst and the signing of their Declaration of Acceptance of Office forms – Both Maik and Peter read and signed their forms. The Chairman welcomed both members to the Parish Council.

3. Disclosure of Interests – Non-Prejudicial Interests were Declared by Cllr Huntington 7C and Cllr Windhorst 7D.

4. Public Participation – The resident came to ask the Parish Council if we could do anything about the parking problems outside Pete's Place, the constant drug dealing and speeding in Dowsett Lane?

5. Approval of Minutes dated the 1st and 15th June 2023 – Proposed by Cllr Marsello, Seconded Cllr Burgess.

6. Clerk and Councillors Report –

- a) 9b-Cllr Vallis reported that this problem has not yet stopped. The Clerk will write again.
- b) 9d-The Clerk confirmed that the shed has now been removed.

7. Planning –

- a) 21/00449/S73 – Dowsett Farm, Dowsett Lane, Ramsden Heath – Variation of Condition 2 to planning permission 21/00449/FUL (Conversion of a rural building to use as a residential dwelling (Class Use C3). Demolition of existing lean-to structures, construction of a separate cycle store, parking and bin store area and the creation of a surfaced private footpath/cycle way). Alter fenestration, cladding and roof materials and internal alterations – No comment.

- b) 23/00890/FUL – Crowsheath House, Hawkswood Road, Downham – Proposed two storey rear extension, first floor side extension and loft conversion. Alterations to fenestration including dormers to front and rear and balcony to the rear – No comment.
- c) 23/00879/FUL – Kate’s Cottage, Park Lane, Ramsden Heath – Demolition of existing bungalow and outbuildings. Construction of one new dwelling and detached garage – No comment.
- d) 23/00040/ENF – Planning Appeal Notification at Downham Hall, Castledon Road, Downham – Without planning permission, the erection of a building – We recognise that planning regulations have not been complied with, but we do feel the business is an asset to the community and we would like to see Chelmsford City Council Planning Department and the owners come to an amicable arrangement.
- e) 23/01046/FUL - 100 Downham Road, Downham – Demolition of existing conservatory . Proposed single storey rear extension – No comment.
- f) The Clerk read a letter from the residents of 26 School Road, Downham, advising that their adjoining land is not a potential further development of the outline planning application 23/00521/OUT, which was recently submitted at 12-14 School Road.

8. Finance –

- a) Authority to Issue Online Payments and Cheques, Ratification of contract payments and notification of June 2023 Direct Debits: Proposed by Cllr Graves, Seconded Cllr Marsello. *Payment made under Section 137

RATIFY

R Thomason	Salary	£
HMRC	Tax	£
M Holt	Maintenance	£
M Linwood	Admin	£
A Moule	Maintenance	£
E James	Maintenance	£
J Moule	Salary	£
HMRC	Tax & NI	£
Essex Pension Fund	Pension	£

JUNE 2023 DIRECT DEBITS

BT	Office phone	£ 54.91
BT	Mobile	£ 53.87
E.on	S/Pav Electricity	£ 340.05
Onecom	S/Pav phone	£ 29.75
Barclaycard	Various (see below)	(£ 469.42)

Adobe	Monthly fee	£ 12.64
BHN Garden Centre*	Cllr Leaving Gifts	£ 200.00
Travis Perkins	Materials	£ 55.87
Chandlers	Materials	£ 80.67
Mobile Technicians	Mobile Phone screen repair	£ 12.00
Amazon	S/Pav toilet bin	£ 37.99
Poundland*	Items for Bench Memorial	£ 13.00
Tesco*	Items for Bench Memorial	£ 57.25

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Scribe	Software Licence	£ 673.92
Enhanced Security	S/Pav intruder alarm repair	£ 189.60
Sue Lees	Quarterly Maintenance fee	£ 90.00
Ernest Doe & Sons	Fuel/Parts	£ 151.86
105344	Petty Cash	£ 76.73
105345	RCCE Subs	£ 72.60
105346	Essex Wildlife Trust Subs	£ 40.00

b) To agree a Virement for 2023-24, as recommended by the Finance Committee – The Clerk read through the recommendations. She suggested moving £3000 from the machinery replacement fund to the tree fund. All agreed with the Clerk's suggestion. All other reserves remain unchanged. Proposed by Cllr Huntington, Seconded Cllr Walker, all in favour.

9. To discuss a resident's request to install a donated wooden book library store in the entrance of the Recreation Ground, Ramsden Heath – Cllr Marsello reported that we should have a waiver liability and advise the resident that we have no objection to a trial period. All in favour.

10. To discuss the illegal parking problems at the junction of Heath Road and Dowsett Lane (outside Pete's Place) – This was discussed under agenda item 4.

11. Matters for Information –

- a) Cllr Thurgood reported that he is having problems regarding the footpaths which CCC are cutting and should be the responsibility of the P3 Team. He will ask Cllr Whitehead if he could make enquiries.
- b) Cllr Thurgood advised members of the minor changes to the Number 10 bus timetable. He would like for Cllr Grundy to attend a future meeting, in order that he will be able to assist with the threat to withdraw the 256 and 552 bus services within the Parish.
- c) Cllr Thurgood reported details of future road closures within the Parish.

- d) The Clerk reported that if any member would like a subject to be discussed at the next meeting, then to please let her know by the 17th July 2023.
- e) Cllr Thurgood reported he will send the Essex County Council's "Report a Fault" link, to everyone this evening, so they can report any problems online, avoiding delay going through the Clerk.
- f) Cllr Windhorst asked whether we could look into the "Buses on Demand" Scheme.
- g) Cllr Walker reported that some buses are not stopping by the War Memorial.
- h) Cllr Graves asked whether the Clerk could source the coconut shy for the South Hanningfield Village Hall fete?
- i) Cllr Graves reported that Cllr Vallis will ask Essex & Suffolk Water whether they could assist with clearing Downham Pond.
- j) Cllrs Vallis and Graves gave their apologies for the next meeting.

12. Date of Next Meeting – The Clerk confirmed this will be held on Thursday 27th July 2023 commencing 7.45pm in Downham Village Hall.

13. Resolution for the exclusion of the public RESOLVED that under Section 100A(4) of the Local Government Act 1972 and/or as amended the public be excluded from the meeting for the specific agenda item 14 on the grounds that it involves the likely disclosure of exempt information falling within paragraphs 3 and 6 of Part 1 of the Schedule 12A to the Act – Proposed by Cllr Walker, Seconded Cllr Burgess.

Approved as a true record.

Signed.....Dated.....

