

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 12th December 2024 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Whitehead, Thurgood, Coveley, Graves, Metcalfe, Walker, Burgess and Vallis. One Parishioner was also in attendance and the Clerk kept the minutes.

- 1. Apologies for Absence** – Councillors Elms, Huntington and Lewis.
- 2. Disclosure of Interests** – Cllrs Graves and Vallis declared a non-pecuniary interest on agenda item 7.4.
- 3. Public Participation** – The Parishioner came to observe only.
- 4. Approval of Minutes dated the 14th November 2024** – Approved as a true record by Cllr Burgess, Seconded Cllr Whitehead.
- 5. Clerk and Councillors Report -**
 - 5.1 (5.1) The Clerk reported that sadly the Rural Policing Team do not have availability for attending evening events.
 - 5.2 (5.2) The Clerk was happy to report that the new Lloyds Bank account for South Hanningfield Parish Allotment is now open.
 - 5.3 (5.4) The Clerk confirmed that work has commenced on the basketball court.
 - 5.4 (9) The Clerk reported that the Christmas tree lighting event went well with around 300 residents in attendance.
 - 5.5 (10.12) The Clerk reported that the overgrown hedge in Downham Road outside numbers 12-36 has been reported to Highways, as it is on a dangerous stretch of road, and our grounds staff do not have the safety equipment to deal with this.
 - 5.6 (8) Cllr Walker reported that the Parks & Open Spaces Working Party had drafted a document regarding OPM, which has now been uploaded to our website and face book page.
- 6. Planning -**
 - 6.1 24/01382/FUL – 46 Heath Road, Ramsden Heath – Demolish existing rear and side single storey structure. Proposed single storey

side and rear extension, with internal alterations. Construct new porch with pitched roof over – No comment.

6.2 24/01516/FUL – Thatched Cottage, Dowsett Lane, Ramsden Heath – Demolition of existing conservatory and replace with a ground floor single storey extension – No comment.

6.3 24/01617/LBC – Thatched Cottage, Dowsett Lane, Ramsden Heath – Demolition of existing conservatory to the rear of the property and replacing it with a small single storey ground floor extension – No comment.

6.4 24/01467/CLEUD – Wood Farm, Hawkswood Road, Downham – Certificate of lawfulness to regularise the use of the site for commercial purposes for the past 20 years – No comment.

6.5 24/01521/FUL – 6 The Gallops, Park Lane, Ramsden Heath – Retrospective application for the Change of use of land from F2 Equestrian Facility to C3 – Residential garden and erection of a garden room – Disappointed this illegal change of use has come so soon after the property has recently been built.

6.6 24/01627/FUL – Bridleway Cottage, Broomwood Lane, Stock – Demolition of existing dwelling and construction of replacement dwelling – No comment.

7. Finance -

7.1 Ratify online payments; cheques; direct debits and Barclaycard payments – Proposed by Cllr Graves, Seconded Cllr Vallis.

*Payments made under Section 137

Ratification of online payments

Sue lees Consultancy	set up gov.uk address	£ 250.00
Essex Pension Fund	Pension	£
A Moule	Maintenance	£
R Thomason	Salary	£
Hmrc	Tax	£
Billericay Fuel Services	Fuel	£ 158.02
P James	Maintenance	£
Crystal Stationery	Tree sponsor signs	£ 115.20
M Linwood	Admin assistance	£
AAC Essex Ltd	S/Pav cleaning	£ 199.51
J Moule	Salary	£
Hmrc	Tax & NI	£
Essex Pension Fund	Pension	£
S Maddock*	Vocalist	£ 100.00

Direct Debits

EE	Mobile	£ 16.06
BT	Office line rental	£ 58.21
Onecom	S/Pav line rental	£ 44.04

Barclaycard

Adobe	Monthly subs	£ 16.64
Cartridge Save	Cartridges	£ 123.42
Amazon	Annual Prime Sub	£ 114.00
Amazon*	Grit Bin	£ 170.00
Agratech	Fertilizer materials	£ 65.40
The Elms Nursery	Plants & bark	£ 69.96
Home Bargains	Play surfacing cleaner	£ 13.98
Tesco	Legionella cleaning products	£ 10.95
Amazon	Stamps/Stationery/black sacks/ S/Pav cleaning materials and tools/ P&O Spaces maintenance products	£ 232.50
	TOTAL	£ 816.85

Cheques

105371	Petty Cash	£ 113.09
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- 7.2 Authority to Issue online payments and cheques – Proposed by Cllr Graves, Seconded Cllr Vallis:

12th December Online Payments

Sue Lees Consultancy Quarterly maintenance fee, diary

Set up, annual cookie subs £ 210.00

Downham Village Hall* Speed Watch hall hire £ 44.00

Christian Growth Centre* Hall hire £ 50.00

- 7.3 30th November 2024 Month End Accounts – The Clerk reminded Members that they could log on to the accounts package and view the up-to-date figures, instead of relying on the bank reconciliation, which is sent out with the agenda. There were no concerns.

- 7.4 To discuss a £500 donation request from South Hanningfield Village Hall – The Clerk reported that on the 12th July 2025, the Management Committee will be holding a summer event to commemorate the 40th anniversary of the rebuilding of the village hall. If granted, the money will be used for a children's entertainer, a dinosaur encounter and a character mascot. All in favour.

- 7.5 Discuss and agree the 2025-26 Precept, as recommended by

the Finance Committee – Cllr Whitehead reported the Finance Committee recommends an increase of £4485, bringing the figure to £104125.00, Proposed Cllr Thurgood, Seconded Cllr Burgess, all in favour.

7.6 Discuss and agree the annual membership fee to Chelmsford Association of District Councils – The Clerk reported that the annual membership figure cannot be decided until the Chelmsford Association of Local Councils know how many Parish Councils will wish to join. Cllr Whitehead proposed that we wait and see how the group progresses, and we look into this in the new financial year. All in favour.

8. **2025 Annual Parish Meeting Guest Speaker Suggestions** – The Clerk reported that as no one from the Rural Policing Team will be available, we need further suggestions. Cllr Thurgood suggested the Clerk email Chief Inspector Jonathan Evans to see whether he will be available. All in favour.

9. Matters for Information -

9.1 Cllr Thurgood reported he had not received a response from the LHP regarding our request to change the speed limits.

9.2 Cllr Thurgood reported he had a meeting at County Hall to discuss buses. As the bus shelters within the Parish are owned by us, these will not be included in the new replacement maintenance contract. ECC will be sending out an email shortly to ensure all of our shelters are licensed. The Digi-go system (dial up for a bus) will not be running in our Parish either.

9.3 Cllr Thurgood reported that he had attended a seminar of the Rural Policing Team, which covered high value stolen items from commercial establishments. He has emailed Roger Hirst to see whether a similar seminar could be held to cover domestic burglaries. The seminar also covered wild-fires and the Police Control Room.

9.4 Cllr Thurgood reported that the road closure and diversion signs in Castledon Road, Church Road and Downham Road have not been removed and some are causing a disruption. He will take these down tomorrow.

9.5 Cllr Burgess reported that there is currently a delay in the completion of the basketball surfacing extension due to a lack of purchasing tarmac before the Christmas period.

9.6 Cllr Whitehead reported that the former Chase-Auto's is currently being used as container storage.

9.7 The Clerk referred members to the recent Speed Watch email we received. She has requested that Downham and South Hanningfield be incorporated, not just Ramsden Heath, should more volunteers come forward.

9.8 Cllr Coveley expressed her concern with the amount of motor scooters, which are being parked on the pavement outside Brew Heaven. These are causing an obstruction.

9.9 The Clerk reported that the Parish Office will be closed from the 20th December 2024 and will re-open on the 6th January 2025.

- 10. Date of Next meeting** – The Clerk confirmed this will be on Thursday 9th January 2025 commencing 7.45pm in Ramsden Heath Village Hall.

There being no further business, the meeting closed at 8.36pm.

Approved as a true record.

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