

COVID-19 PUBLIC HEALTH EMERGENCY – VIDEO CONFERENCING MINUTES

STURMER PARISH COUNCIL

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Minutes of the **MEETING** of **STURMER PARISH COUNCIL** held via **VIDEO-CONFERENCE CALL** on
TUESDAY 20 OCTOBER 2020 at 7:30 PM

Present: Cllr Garrod Cllr Porth Cllr Collar Cllr Carter Cllr Choat
Representatives from Essex Highways Structures Team – Stuart Froud and John Morgan

1 Members of the public

20/65	NOTE AND APPROVE APOLOGIES FOR ABSENCE None received
20/66	DECLARATION OF INTEREST FOR OCTOBER MEETING None declared
20/67	APPROVE MINUTES OF MEETING HELD ONLINE ON TUESDAY 01 SEPTEMBER & Planning 07 OCTOBER 2020 RESOLUTION – Minutes adopted as true record, Proposed Cllr Collar, Seconded Cllr Choat Unanimous agreement
20/68	PRESENTATION FROM HIGHWAYS STRUCTURE TEAM ON PROPOSED BRIDGE WORKS, WATER LANE Introduction to the proposed works on the bridge in Water Lane. Plans attached to PC website Home page Structures department are a team of 30 who maintain structures across Essex. Structure and ground investigations on 16 November, will last two and half weeks, week one to include lane closures only followed by full road closures for all vehicles for remaining one and a half weeks. Investigations to feed into the design of the replacement bridge. Historical flooding at the bridge indicates it's necessary to plan a redesigned replacement. Explanation of proposed trench and trial hole excavation on the bridge surface and works within the water course. Letters to be delivered to residents within a defined area explaining proposed works. Liaise with those Utilities which run across the bridge to move those services where necessary plus liaising with surrounding properties. Towards end of next financial year, January 2022, expected Structures will be out to tender for the works. Preliminary bridge design being agreed with the Environment Agency, should provide approx. 28% improvement in waterway opening to help alleviate flooding but may well be improved further. Q&A – Play area closure? Not envisaged necessary. Q&A – Details for the bridge on PC website? Agreed. Q&A – Car park lay-by resurfaced? Yes, with new bridge works. John Morgan – Project Manager, will act as a point of liaison
20/69	PUBLIC PARTICIPATION SESSION <i>This provides an opportunity for members of the public to raise questions and comment on items on the agenda or of import. Time for this session is limited to 15 minutes (03 minutes per person)</i> None offered
20/70	DISTRICT AND COUNTY CLLR'S REPORT(S) Full report circulated previously, see APPENDIX A Essex Highways confirmed investigations are proceeding to replace missing sign at Kedington Lane Suggested Tier explanations be placed on the website – CLERK to ACTION (See APPENDIX D)
20/71	RECEIVE CLERK'S REPORT & NOTE CORRESPONDENCE Offer of historical items relating to the Parish – Enquirer put in contact with the Historical society. Cllr Collar recognised one of the items of crockery.

	<p>Remembrance Day Wreath being delivered to Cllr Carter by Mrs Allworthy.</p> <p>Highways – Dist Cllr Garrod confirmed Local Highways Panel (LHP) to confirm with Highways when 30mph Roundel is to be reinstated.</p> <p>S106 payment – BDC Finance being pressed for the money transfer as contribution towards recent play equipment purchase.</p> <p>Various communications from Essex County Council, Braintree District Council and the EALC have been circulated to members since our last meeting.</p> <p>All other matters are to be covered by the items on the Agenda</p>
20/72	<p>FINANCE – RECEIVE FINANCIAL STATEMENT - AGREE PAYMENTS, APPOINT AUTHORISER RESOLUTION – Approve Finance statements: Proposed Cllr Choat, Seconded Cllr Collar – Cllr Carter to Authorise Finance Statements at APPENDIX B</p> <p>20/72(i) – APPROVE NATIONAL JOINT COUNCIL PAY AWARD 2020-2021 FOR THE CLERK, BACK DATED TO APRIL RESOLUTION – Approve Pay Award: Proposed Cllr Collar, Seconded Cllr Choat</p> <p>20/72(ii) – AGREE HEADLINE ITEMS FOR DRAFT 2021-2022 BUDGET – RFO TO CIRCULATE CURRENT BUDGET PERFORMANCE PRIOR TO THE MEETING</p> <p>Members to consider further input for next meeting in preparation for the Precept request.</p>
20/73	<p>REVIEW & COMMENT ON CURRENT PLANNING APPLICATIONS/APPEALS</p> <p>None to consider – See published Planning Meeting minutes of 07 October</p>
20/74	<p>RECEIVE UPDATE ON A1017 HEDGE MAINTENANCE REQUEST ON HIGHWAYS RANGERS</p> <p>Work completed on area adjacent to Crunch Croft, footpath now widened to full width.</p> <p>Hedge opposite Red Lion still needs urgent attention (runs behind bus shelter) – quote circa £150 to complete – CLERK to write to land owner requesting they maintain the hedge, Cllr Choat to advise address.</p>
20/75	<p>APPROVE PURCHASE OF GREENBARNES NOTICEBOARD NO. 23376/2 Oak 9 A4/0 - £951.48</p> <p>RESOLUTION – Approve purchase: Proposed Cllr Porth Seconded Cllr Choat. Agreed to add sign on village hall wall indicating the board location– Unanimous agreement.</p> <p>Delivery to Cllr Carter – CLERK to ACTION</p>
20/76	<p>RECEIVE UPDATE ON WAR MEMORIAL BASE/SURROUND WORKS AND POTENTIAL ADDITIONAL WORKS</p> <p>Cllr Carter – Awaiting revised quotes.</p> <p>Cllr Porth – War Memorial Trust grants are available, application process quite lengthy, adopted price range of £0 to £5,000, awaiting response to grant pre-application before proceeding with full application process.</p> <p>Remembrance Day wreath laying – Members invited to attend a private gathering at the memorial, Cllr Garrod to lay a wreath</p>
20/77	<p>RECEIVE REPRESENTATIVES REPORT:</p> <p>a) Footpaths</p> <p>Cllr Choat – FP3 no change to condition of riverbank. FP17 Tree down, to be reported to land owner. FP4 Red Lion PH to Railway walk, noted an uneven surface for other than able walkers</p> <p>b) Flood Action Group</p> <p>Cllr Carter – Flood Protection grants increased in value, additional owners applied for grants - Full report at APPENDIX C</p> <p>c) Play Area</p> <p>Cllr Porth – Parallel Bars still out of use, awaiting Sovereign to return to remedy. Cllr Porth to forward expression of dissatisfaction for Clerk to ACTION</p> <p>d) Parish Maintenance</p> <p>Cllr Carter – Additional cut may be required behind Crunch Croft</p> <p>20/77(i) AGREE ADDITIONAL CUT FOR 2020 AND AMEND FUTURE CONTRACT</p> <p>RESOLUTION – Approve additional cut: Proposed Cllr Porth, Seconded Cllr Choat – Unanimous agreement</p>
20/78	<p>RECEIVE UPDATE ON DEFIBRILLATOR INSTALLATION PROJECT – AGREE NEXT ACTION</p> <p>Cllr Jones unavailable to update; generous £500 donation offer from a local business.</p> <p>Suggestion from a resident that a Crowd Funding option be considered, council have no objections to the notion if a member of the parish wishes to create such a page for this valuable project.</p>

20/79	CONSIDER QUOTE FOR REMOVAL OF IDENTIFIED TREES ALONG THE AMENITY WALK AT £280 Cllr Porth – Two Willow trees in danger of falling due to honey fungus disease; third tree not ready for felling but may well need some attention within a year. RESOLUTION – Approve work to go ahead to fell the two Willow trees: Proposed Cllr Porth, Seconded Cllr Carter Cllr Carter to ACTION
	<i>Members of the public will be asked to leave the meeting for the next item, 20/79, Exclusion of Public and Press - Under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting whilst discussion takes place on the following item on the grounds that they involve the likely disclosure of exempt and commercially sensitive information</i>
20/80	RECEIVE UPDATE ON THE VG52 LAND SALE PROPOSALS
	<i>Members of the public to be readmitted to the meeting</i>
20/81	ITEMS OF REPORT TO BE NOTED OR ADDED TO NEXT COUNCIL AGENDA Adopt and create Council email accounts Request Speed check at Halstead end of the village
20/82	DATE OF NEXT MEETING – 01 DECEMBER – CLOSE – 9:05pm

Signed.....Date.....

APPENDIX A

District Councillor's Report October 2020 to Parish Council's (Cllr. Diana Garrod - Bumpstead Ward)

Local Temporary Traffic Regulation Orders

The intended closure of Water Lane, Steeple Bumpstead is due to commence on 15th December 2020 for 15 hours. The closure is required for the safety of the public and workforce while BT undertakes overhead cable.

The intended closure of Kedington Road, Sturmer is due to commence on 12th October 2020 for 5 days.

The closure is required for the safety of the public and workforce while BT undertakes underground duct.

Highways Liaison Officer

At the Local Highways Panel meeting on 17th September 2020, it was announced that Rissa Long, Highways Liaison Officer, Essex Highways, would be taking over from Jasmine Wiles, Asst. Highways Liaison Officer. It was reported that Jasmine would be taking up a new role within the Road Safety Team at Essex Highways.

Post Office – Consultation – Finchingfield Mobile Service CM7 4LS - 149114

Post Office services will be restored to the communities of Helions Bumpstead (and other villages not in Essex). This will also include services to Kedington with the introduction of a temporary Mobile service while they continue to seek a permanent solution. Sturmer residents might find this useful. The postmaster from Finchingfield Post Office will be operating these Mobile services and they should commence from 2nd November 2020. There is an opportunity to participate in an on-line consultation and for members of the public to tell them what they think about the suitability of the new locations and how easy it is to get to them, comments can also be made about the days and opening hours. Go to the Post Office Consultation Hub or search using the information in this heading.

Government White Paper – Planning Reform

On Monday 5th October, Full Council debated the government's White Paper on Planning Reform. You can read more about this and see the draft response in the agenda of the meeting displayed on the BDC website also at

www.gov.uk/government/consultations/planning-for-the-future. The next step will be for Cllr. Gabrielle Spray, Cabinet Member for Planning, to respond formally to the government consultation. Anyone can submit a representation on the Government's Planning White Paper. The consultation closes at 11:45pm on 29th October 2020.

Review of The Highway Code

This is a review of The Highway Code to improve road safety, but particularly for the groups of cyclists, pedestrians and horse riders – Department for Transport and whilst this isn't strictly BDC information, as Bumpstead is a rural ward and includes all of these groups, I thought I would add it to my report. The main alterations to the code being proposed are:-

- introducing a hierarchy of road users which ensures that those road users who can do the greatest harm have the greatest responsibility to reduce the danger or threat they may pose to others
- clarifying existing rules on pedestrian priority on pavements, to advise that drivers and riders should give way to pedestrians crossing or waiting to cross the road,
- providing guidance on cyclist priority at junctions to advise drivers to give priority to cyclists at junctions when travelling straight ahead
- establishing guidance on safe passing distances & speeds when overtaking cyclists and horse riders

<https://www.gov.uk/government/consultations/review-of-the-highway-code-to-improve-road-safety-for-cyclists-pedestrians-and-horse-riders>

This consultation closes on 27 October 2020.

Green Homes Grant Scheme

This scheme has now been launched. The government will provide a voucher worth up to £5,000 or £10,000 to help cover the cost of making energy efficient improvement to your home. Improvements could include insulating your home to reduce your energy use or installing low-carbon heating to lower the amount of carbon dioxide your home produces. You must redeem the voucher and ensure improvements are completed by 31st March 2021. The government will provide a voucher that covers two-thirds of the cost of qualifying energy efficient or low carbon heating improvements to your home. The maximum value of the voucher is £5,000. If you are on a low income and receive certain benefits, you can receive a voucher covering all of the cost of the improvements. The maximum value of the voucher is £10,000. To apply for the voucher, you must either own your home (including park homeowners, long-leaseholders and shared ownership), or be a private or social landlord.

<https://greenhomesgrant.campaign.gov.uk>

Rise in Coronavirus cases in Uttlesford District (report 07/10/20)

The latest figures from Public Health England have indicated a rise in cases of Coronavirus in the Uttlesford District area. Confirmed cases have risen to the highest level in Essex (64 cases per 100,000 population a week as of 06/10/20) and also continue to increase more rapidly in Epping Forest (58 cases per 100,000 population a week as of 06/10/20) and Brentwood at 55 per 100,000. Basildon has also seen an increase, although not to the same extent. The figures come from the latest PHE 'Patch report', which do not include data from the most recent four days. This is because the most recent data can be unreliable and is likely to change. The figures may therefore vary from those published via other sources, such as the Essex Open Data website, although will eventually agree. Dr. Mike Dogarty, Director of Public Health and Wellbeing at Essex County Council said "Sadly we are starting to see faster and faster increases in cases in many areas of Essex. They are now showing exponential increase, so are doubling every few days.

Uttlesford's case levels have increased over the past week and are now approaching 65 cases per 100,000". In Uttlesford this looks very much transmission within the community, as there is no evidence which attributes these cases to a particular event, area or outbreak. If cases appear in this way across a district, it makes it much more difficult to manage, contain and prevent further spread".

Just because you might not know someone with COVID-19, it doesn't mean it isn't being transmitted in your local community – remember to protect yourself and others by practicing hands, face and space to keep it that way.

Spread the message, not the virus. Let's stay safe Essex.

Cllr. Diana Garrod
District Councillor - Bumpstead Ward

APPENDIX B

Sturmer Parish Council Finance Statement - September 2020								BUDGET	ACTUAL	BALANCE	
								10,332.00	12,413.59	-2,081.59	
Date	Supplier	Description	Invoice	BACS/DD	Minute Ref	Rec	Credit	Debit	VAT	NETT	Cost Cnt
15-Sep	Haven Power	Electricity	6424/6426	DD		Y		48.04	2.29	45.75	Utility
15-Sep	A&J Lighting	Lighting	34379	DD		Y		27.00	4.50	22.50	Lighting
24-Sep	BDC	Precept Pt2	DCBGC	BGC		Y	4666.00				Precept
29-Sep	DH Maintenance	Parish Maintenance	Inv No 6	FPO		Y		80.00		80.00	Maintain
29-Sep-20	Playsafety Ltd	Safety Inspection	50986	FPO		Y		118.20	19.70	98.50	Admin
29-Sep-20	Employee	Salary	PAYE	FPO		Y		471.65		471.65	Clerk
SEPTEMBER								4,666.00	744.89	26.49	718.40
Balance £ 12083.80											

Sturmer Parish Council Finance Statement - October 2020								BUDGET	ACTUAL	BALANCE	
								10,332.00	12,980.44	-2,648.44	
Date	Supplier	Description	Invoice	BACS/DD	Minute Ref	Rec	Credit	Debit	VAT	NETT	Cost Cnt
15-Oct-20	Haven Power	Electricity	7833/7836	DD		Y		46.58	2.22	44.36	Utility
15-Oct-20	A&J Lighting	Lighting	34484	DD		Y		27.00	4.50	22.50	Lighting
21-Oct-20	CPRE	Subscription	702604	FPO				36.00		36.00	Subs
28-Oct-20	Employee	Salary	PAYE	FPO				417.00		417.00	Clerk
21-Oct-20	ZOOM - IB	Subscription	264610	FPO				14.39	2.40	11.99	Admin
21-Oct-20	RBL - AC	Wreath	N/A	FPO				35.00		35.00	Grant
OCTOBER								0.00	575.97	9.12	566.85
Balance £ 11,507.83											

APPENDIX C

October 2020 SFAG report

The grant for flood property protection (FPP) has been increased to £8000 per house. One more resident has had FPP installed in September. We know of two others in the pipeline. Seven surveys have been carried out on behalf of ECC flood and water team.

The National Flood Forum (NFF) sent in comments on some of the Government's proposals for Planning after Zoom meetings with flood groups.

We spent part of a Zoom meeting with NFF sharing our groups' successes which was very positive and interesting.

Regards

Linda Bevan

APPENDIX D

VERY HIGH

HIGH

MEDIUM

LOCAL COVID ALERT LEVEL

MEDIUM

Social Contact



Rule of six indoors and outdoors, in all settings.

Weddings and Funerals



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies.

Overnight Stays



Overnight stays permitted subject to social contact rules.

Working from home guidance



Work from home where possible.

Shopping and Retail



Open.

Leisure and gyms



Open.

Hospitality



Open with some restrictions including 10pm closing time and table-service only.

Entertainment and tourist attractions



Open, except nightclubs and adult entertainment.

Education



Schools, FE colleges open. Universities must reflect wider restrictions.

Healthcare Services



Open.

Residential Care



Open to external visitors with additional precautions, subject to individual care provider guidance.

Travel and Transport



No travel restrictions within area. Avoid travel into Local COVID Alert Level Very High areas where possible.

Sporting Activity



Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

Worship



Open, subject to social contact rules.

Childcare



Registered and wraparound childcare open. Supervised activities permitted in private homes. Children's groups permitted.

Youth Clubs and Activities



Permitted.

There are three simple actions we must all do to keep on protecting each other:



Wash hands
keep washing your hands regularly



Cover face
wear a face covering in enclosed spaces



Make space
stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:
gov.uk/coronavirus

VERY HIGH

HIGH

MEDIUM

LOCAL COVID ALERT LEVEL

HIGH

Social Contact



1 household / bubble indoors. Rule of six outdoors.

Weddings and Funerals



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies.

Overnight Stays



Overnight stays permitted subject to social contact rules.

Working from home guidance



Work from home where possible.

Shopping and Retail



Open.

Leisure and gyms



Open.

Hospitality



Open with some restrictions including 10pm closing time and table-service only.

Entertainment and tourist attractions



Open, except nightclubs and adult entertainment.

Education



Schools, FE colleges open. Universities must reflect wider restrictions.

Healthcare Services



Open.

Residential Care



Closed to external visitors other than in exceptional circumstances.

Travel and Transport



May continue to travel to open venues, but reduce number of journeys where possible. Avoid travel into Local COVID Alert Level Very High areas where possible.

Sporting Activity



Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

Worship



Open, subject to social contact rules.

Childcare



Registered and wraparound childcare. Supervised activities permitted in private homes. Children's groups permitted. Childcare bubbles for under 14s.

Youth Clubs and Activities



Permitted.

There are three simple actions we must all do to keep on protecting each other:



Wash hands

keep washing your hands regularly



Cover face

wear a face covering in enclosed spaces



Make space

stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:

gov.uk/coronavirus

LOCAL COVID ALERT LEVEL

VERY HIGH

Social Contact



1 household / bubble in most locations, indoors and outdoors. Rule of six applies in some outdoors settings like parks, public gardens and sports courts.

Weddings and Funerals



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for wakes and related ceremonies. Wedding receptions not permitted.

Overnight Stays



Those in area advised against overnight stays in other parts of UK. People outside area advised against overnight stays in area.

Working from home guidance



Work from home where possible.

Shopping and Retail



Open.

Leisure and gyms



Any closures or additional restrictions subject to consultation.

Hospitality



Pubs and bars must close except where they operate as a restaurant, meaning they can only serve alcohol with a substantial meal. Further closures subject to consultation.

Entertainment and tourist attractions



Any closures / additional restrictions subject to consultation. Nightclubs and adult entertainment remain closed.

Education



Schools, FE colleges open. Universities must reflect wider restrictions with option to move to greater online provision.

Healthcare Services



Open.

Residential Care



Closed to external visitors other than in exceptional circumstances.

Travel and Transport



May continue to travel to open venues, but reduce number of journeys where possible. Avoid travel where possible in or out of the affected area with exceptions including work and school.

Sporting Activity



Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

Worship



Open, subject to social contact rules.

Childcare



Registered and wraparound childcare. Supervised activities permitted in private homes. Children's groups permitted. Childcare bubbles for under 14s.

Youth Clubs and Activities



Permitted.

There are three simple actions we must all do to keep on protecting each other:



Wash hands
keep washing your hands regularly



Cover face
wear a face covering in enclosed spaces



Make space
stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:
gov.uk/coronavirus