

STURMER PARISH COUNCIL

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Minutes of the **COUNCIL MEETING** of **STURMER PARISH COUNCIL** held at **STURMER VILLAGE HALL** on **TUESDAY 07 DECEMBER 2021** at **7:30 PM**

Present: Cllr Diana Garrod Cllr David Porth Cllr Alan Carter Cllr Terrie Jones Cllr Keith Choat
Cllr Eileen Raynes White
00 Members of the public

21/86 NOTE AND APPROVE APOLOGIES FOR ABSENCE

None received

21/87 DECLARATION OF INTEREST FOR THIS MEETING

Non Pecuniary Interests declared – Cllr Keith Choat Item 21/102(b) and Cllr Diana Garrod Item 21/102(a)

21/88 APPROVE MINUTES OF MEETING HELD ON 12 OCTOBER 2021

RESOLUTION – Minutes 12 October 2021 adopted as true record: Proposed Cllr Alan Carter, Seconded Cllr Keith Choat - Unanimous agreement

21/89 PUBLIC PARTICIPATION SESSION

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)
No members of the public in attendance

21/90 RECEIVE DISTRICT AND COUNTY CLLRS REPORT(S)

Dist Cllr Diana Garrod report at **APPENDIX A**

21/91 RECEIVE CLERK'S REPORT & NOTE CORRESPONDENCE

Full report at **APPENDIX B**

21/92 FINANCE – RECEIVE FINANCIAL STATEMENT - AGREE PAYMENTS, APPOINT AUTHORISER

RESOLUTION – Approve Finance statements as attached: Proposed Cllr David Porth: Seconded Cllr Eileen Raynes White – unanimous approval - Cllr Carter to Authorise.
Finance Statement at **APPENDIX C**

21/92(i) – CONFIRM FINAL BUDGET REQUIREMENT 2022-23 AND PRECEPT REQUEST

RESOLUTION – Approve Budget 2022-2023 at £11,740 and Precept request at £11,740: Proposed Cllr Diana Garrod Seconded Cllr Terrie Jones – unanimous approval

Budget 2022-23 at **APPENDIX D**

21/92(ii) – AGREE APPOINTMENT OF VAL EVANS AS INTERNAL AUDITOR 2021-2022

RESOLUTION – Approve appointment of Val Evans: Proposed Cllr Alan Carter, Seconded Cllr David Porth – unanimous approval

21/93 REVIEW & COMMENT ON CURRENT PLANNING APPLICATIONS/APEALS

Ref. 21/03279/HH

Erection of single storey, flat roofed rear extension and new pitched roofed garage workshop to replace existing single garage. - 4 Crunch Croft, Sturmer

Comment date – 08 December

NO OBJECTION

	Ref. 21/01161/FUL – 8a Abbots Cottages APPEAL - REFUSED
21/94	RECEIVE UPDATE ON PROPOSALS FOR BUS SHELTER CLEANING – ACTION UPDATE Cllr Alan Carter cleaned, permanent solution to be sought from Essex County Council
21/95	RECEIVE UPDATE ON DROPPED KERB SCHEME ADJACENT TO BUS SHELTER – ACTION UPDATE Defer pending details to support LHP application
21/96	RECEIVE UPDATE ON AMENITY WALK TREE WORKS – AGREE ADOPTION RESOLUTION – Approve adoption of Amenity Walk tree work: Proposed Cllr Keith Choat, Seconded Cllr Terrie Jones – unanimous approval To form part of the Environmental Policy
21/97	CONSIDER ACTION TO REPLACE THE VILLAGE GATEWAY CLERK to submit application to Local Highways Panel via Cnty Cllr Peter Schwier for the replacement of the village gateway sign on the Haverhill side of the village
21/98	CONSIDER ACTIONS TO FUND THE UPGRADE OF REMAINING STREET LAMPS TO LED Cllr David Porth to complete grant application for part funding via the District Councillors grant facility
21/99	APPROVE AMENDMENT TO ENVIRONMENTAL POLICY RESOLUTION – Approve amendment to Environmental Policy to include addition of Amenity Walk various tree works: Proposed Cllr David Porth, Seconded Cllr Eileen Raynes-White – unanimous approval
21/100	AGREE DATES FOR NEXT SIX MEETINGS Dates agreed as follows – 18 January 2022 15 March 2022 26 April 2022 (7pm PC meeting, 7:30pm Annual Parish Assembly) 24 May 2022 (Annual Council Meeting) 12 July 2022 06 September 2022 11 October 2022 29 November 2022
21/101	REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS – APPROVE ADOPTION RESOLUTION – Approve review of Standing Orders and Financial Regulations: Proposed Cllr Alan Carter, Seconded Cllr David Porth – unanimous approval
21/102	RECEIVE REPRESENTATIVES REPORT: a) Footpaths – Cllr Keith Choat – Section of FP3 along the riverbank remains closed, no update from Highways on repair date; overgrowth on FP3 needs to be cut back. FP15 overgrowth needs to be cut back. The footpath running between Hill Lane, the Church and Peartree Lane has been marked by the landowner. b) Flood Action Group – Cllr Alan Carter – Residents from Maltings Cottages met with Essex Flood Team, steps to be installed in adjoining field ditch in Spring 2022. Tree root infestation of drainage pipe blocking water flow plus pipe is broken in places; noted adjoining properties have plumbed water drainage into the same pipe. Call from SFAG for the PC to assist have the water drainage from Hill Lane and the area of the Maltings Cottages resolved. c) Play Area – Cllrs Alan Carter & David Porth – Overhanging branches above play equipment to be removed. Council is eligible to apply for a grant up to £2,000 from the Stour Valley AoNB,

	<p>suggested it could be spent on carving trunks of felled trees along the Amenity Walk as limited space for another bench in the play area.</p> <p>d) Parish Maintenance – Cllr Alan Carter – Nothing to report at present.</p> <p>e) War Memorial – Cllr David Porth – Reminder that the current grant for refurbishment is time limited and can be reclaimed by the donor.</p> <p>f) Village Hall – Cllr Terrie Jones – Nothing to report at present beyond reintroduction of Covid related safeguards.</p> <p>g) Highways – Cllr Keith Choat – Large pothole in Hill Lane has been reported to Highways</p>
	<p><i>Members of the public will be asked to leave the meeting for the next item, 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></p>
21/103	<p>RECEIVE UPDATE ON THE VG52 LAND SALE PROPOSALS Clerk provided update</p>
	<p><i>Members of the public to be readmitted to the meeting</i></p>
21/104	<p>ITEMS OF REPORT TO BE NOTED OR ADDED TO NEXT COUNCIL AGENDA Confirm appointment of Cllr Eileen Raynes-White representation responsibility</p>
21/105	<p>DATE OF NEXT MEETING – 10 JANUARY 2022 – CLOSE – 09:30pm</p>

NOTE – THESE MINUTES WERE APPROVED SUBJECT TO NOTING THE INCORRECT DATE OF THE NEXT MEETING IN ITEM 21/105 WHICH SHOULD HAVE READ 18 JANUARY 2022

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

APPENDIX A

District Councillor's Report December 2021 to Parish Councils
(Cllr. Diana Garrod - Bumpstead Ward)

05/12/21

Temporary Traffic Regulation Orders

Intended closure of Water Lane, Helions Bumpstead due to commence on 22nd December 2021 for 6 hours. The closure is required whilst Openreach undertakes pole testing.

Intended closure of Kedington Road, Sturmer due to commence on 23rd December 2021 for 5 hours. The closure is required whilst Openreach undertakes pole testing.

Local Plan Section 2 is Proposed – Consultation Commences 6th December 2021

Following the Local Plan hearing sessions in July 2021, the Inspectors have now given their feedback and recommended proposed main modifications to the plan before they can find the section 2 local plan sound and has now asked BDC to undertake a 7 week public consultation period starting from Monday 6 December until 5pm on Monday 24 January 2022. The consultation is focused on the main modifications to the Local Plan and an updated Sustainability Appraisal and Habitats Regulation Assessment which have been amended to reflect these modifications. More detail can be found on the website [Main Modifications Consultation Dec 2021 - Jan 2022 – Section 2 Examination Local Plan – Braintree District Council](#). The consultation will be largely online and the consultation portal can be found at the following link www.braintree.gov.uk/MMS2.

Responses to the consultation will be encouraged via the online consultation portal, but will also be accepted on a response form (electronic or hard copy) via email or letter. If anyone is having difficulty in accessing the information or response form, they can contact the planning policy team to make appropriate alternative arrangements. The best number to call is 01376 552525 or email planningpolicy@braintree.gov.uk. At the

close of the consultation all responses will be published in full online and sent to the Inspector for his consideration. This will allow them to come to a final conclusion on the modifications to the section 2 Local Plan and inform BDC accordingly. If you have any questions, please contact the planning policy team on the phone or via planningpolicy@braintree.gov.uk

[Suffolk and Cambridgeshire get extra support to tackle rise in COVID-19 cases.](#)

Since the Bumpstead Ward borders Suffolk and Cambridgeshire I felt it worthwhile distributing this information:-

Suffolk, Cambridgeshire and Peterborough will become Enhanced Response Areas for five weeks to help bring down Covid-19 infection rates. The package will enable the local authorities to deliver extra testing, help increase vaccine and testing uptake, and fund local public health campaigns. They will also work with the DfE to see what additional measures can be used in schools. Jyoti Atri, director of public health for Cambridgeshire and Peterborough, said: 'A rising rate of infections particularly in our older population meant I had to make this application now. This increase starting to build in our 60+ age groups, coupled with low vaccination rates in some parts of Cambridgeshire and Peterborough – means pressure is building on our local health services. 'This is exacerbated by increased levels of COVID infections in the general population, and staff being unable to work because they are infected or isolating. If unchecked, this will also impact on health care for other non-COVID needs.' Cllr Richard Howitt, chair of Cambridgeshire County Council's adults and health committee, said: 'Our vital public services – not just the health services, but the education of children in our schools - is starting to be severely affected by the rising rates of infection, with children missing their lessons or schools needing to close classes or even whole year groups because there aren't a safe level of adults present due to isolation. 'The Enhanced status will further enable measures across the whole population that we know can work to slow down infection rates and were working earlier in the year.' <https://www.localgov.co.uk>

Essex Public Health Team Appeal for Regular Self-Testing

The Essex Public Health team is asking everyone in Essex to self-test twice a week. Symptoms from the Omicron variant may not be as obvious as the Delta variant. You can order free self-test kits online or collect them from libraries or pharmacies. Free local Lateral Flow Tests can be easily found: <https://maps.test-and-trace.nhs.uk/#/location/Haverhill>

NHS Warn of New Scam

The NHS is warning of a new scam inviting people to order an 'Omicron PCR test' or a 'Covid-19 Certificate' and is encouraging councils to share this. The NHS never asks for bank details, so please be aware of suspicious emails or text messages.

New Exhibition at Braintree Museum – The Art of Friendship

Braintree Museum is opening a new exhibition in conjunction with the Warner Textile Archive on Saturday 22nd January until 2 July 2022. The exhibition explores the friendship and creativity of textile designer Marianne Straub and artist Denise Hoyle during the 1950s to 1970s, uniting their work for the first time. More information at: <https://www.braintreemuseum.co.uk>

Funding for Farmers to Boost Productivity

Farmers, foresters and growers are urged to apply for grants to buy new equipment and infrastructure to help to improve efficiency. This could include solar powered electric fences, water treatment systems that use ultraviolet light rather than chemicals and cameras for monitoring livestock. The Farming Investment Fund (FIF) provides grants to improve productivity and bring environmental benefits. FIF is made up of 2 separate funds:

- Farming Equipment and Technology Fund (for grants between £2,000 and £25,000)
- Farming Transformation Fund (for grants between £35,000 and £500,000)

The application period will close on 7 January 2022. Please advise your local farmers. More information at: <https://www.gov.uk/guidance/farming-investment-fund>.

Measures to Protect Against Avian Flu

Housing measures to protect poultry and captive birds from avian influenza have come into force. This means that it is a legal requirement for all bird keepers to keep their birds indoors, or where this is not practical, to

take steps to separate them from wild birds. Keeping your birds undercover away from wild birds is vital to minimise the risk of them becoming infected with avian influenza by wild birds. But housing alone is not the only solution – it remains essential that you follow strict biosecurity measures to reduce the risk of disease spreading to your birds.

More information at: <https://www.gov.uk/guidance/avian-influenza-bird-flu> and <https://www.gov.uk/government/news/bird-flu-latest-situation-avian-influenza-prevention-zone-declared-across-great-britain>

Cllr. Diana Garrod
Braintree District Councillor - Bumpstead Ward

APPENDIX B

STURMER PARISH COUNCIL **CLERKS REPORT 07 DECEMBER 2021**

Self funded Vehicle Activated Sign scheme for PCs launched by ECC.

Green Energy Grants of up to £10,000 for the installation of energy efficiency measures eg. insulation, double glazing, heating systems and solar panels; available to both owner-occupiers and Landlord/Tenants.

ECC launch a scheme called EVOLVE for those unemployed and impacted by the pandemic/lockdown.

The annual Dedham Vale Area of Outstanding Natural Beauty award has opened for nominations.

The Robert Erith National Landscape Award recognises and celebrates the amazing achievements of individuals, groups and organisation in making the nationally designated landscape such a special place to live, work and visit.

Anyone can be nominated for work such as tourism, farming, outdoor education and conservation. Nominations can be made online until Monday 31st January 2022 and more information is available at www.dedhamvalestourvalley.org/awards.

Council received a message from ECC to encourage all to support local traders and local employment by wherever possible to buy locally and if you are an armchair shopper to use the Click-It-Local to browse online Essex shops and have purchases delivered in one delivery.

4 x LED Installation completed.

Office received an update from Dedham Vale AoNB project works.

County Cllr Peter Schwier advised the following - With the Business Adaptation Grant scheme due to end on 31 December 2021, Essex County Council is urging any small and medium-sized businesses that have yet to bid for funding to apply. Businesses can receive up to £5,000 to adapt how they operate and help to reduce the risk of Covid-19 spreading.

Essex County Council's business grants have proved highly successful, with over £10m of the allocated £14.4m funds being awarded to over 4,000 businesses to date.

SMEs are encouraged to [apply through their city, district or borough council](#), before the funding runs out.

In the run up to Christmas, more businesses, particularly those requiring additional support in the crucial hospitality sector can apply for funding, to invest in seating, shelter, and lighting, to enable outdoor trade.

APPENDIX C

Sturmer Parish Council Finance Statement - November 2021										BUDGET	ACTUAL	BALANCE
										10,483.00	7,496.91	2,986.09
Opening										10528.17		
Date	Supplier	Description	Invoice	BACS/DD	Minute Ref	Rec	Credit	Debit	VAT	NETT	Cost Cnt	
Month Closing Balance										16,103.52		
05-Nov	UKPN	Wayleave	W000001	REM		Y	3.45				Income	
08-Nov	A Carter	Wreath		BP		Y		35.00		35.00	Maintain	
09-Nov	ICO	Subscription	ZA278582	DD		Y		35.00		35.00	Subs	
12-Nov	ECC	LED Lamp grant		BGC		Y	1436.00				Income	
15-Nov	A&J Lighting	Annualised maintenance	35661	DD		Y		27.00	4.50	22.50	Lighting	
25-Nov	BALC	Subscription	2021/2022	BP		Y		40.00		40.00	Subs	
29-Nov	Employee	WFH	N/A	BP		Y		26.00		26.00	Admin	
29-Nov	Employee	Salary - confidential	PAYE	BP		Y					Clerk	
29-Nov	A&J Lighting	LED lamp installation	35621	BP		Y		1,723.20	287.20	1,436.00	Lighting	
NOVEMBER							17,542.97	2229	291.7	1937.3		
Month Closing Balance							15,313.97					

APPENDIX D

Budget 2022-23 - £12,738										Opening Bank Balance		£10,582.17
Precept	£11,740.00									Live Balance		£15,165.72
Localism Fund	£0.00											
Surplus	£0.00											
Street Scene	£0.00											
VAT	£400.00											
Total Income	£12,140.00											
							Budget Total	Actual Total	Balance	No increase	Precept	
							£10,483.00	£7,556.91	£2,926.09		2022 change	
Cost Centre	Budget 2016	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	Actual 2021	Balance	Budget 2022	11.99%	
Admin	1,010.00	943.00	455.40	621.64	650.00	710.17	650.00	727.20	-77.20	650.00	727.94	
Hall Hire	100.00	202.00	118.00	143.00	150.00	35.97	100.00	60.00	40.00	100.00	100.00	
Clerk	2,700.00	5,224.00	4,467.25	5140.43	5,300.00	5,118.95	5,300.00	3,247.80	2,052.20	5,300.00	5,935.47	
Subscriptions	200.00	222.00	270.72	229.95	200.00	325.22	308.00	285.45	22.55	308.00	344.93	
Training	400.00	160.00	10.00	0	0.00	50.00	0.00	0.00	0.00	0.00	210.00	
Utilities		385.00	435.71	1008.33	435.71	539.10	500.00	219.58	280.42	500.00	559.95	
Lighting	850.00	558.00	284.00	511.55	675.00	472.40	675.00	1,616.00	-941.00	675.00	755.93	
H&S	90.00	67.00	66.50	68.50	72.00	98.50	100.00	0.00	100.00	100.00	111.99	
Grants	1,000.00	2,160.00	970.16	1210.00	1,000.00	1,035.00	1,000.00	0.00	1,000.00	1,000.00	1,119.90	
Grass	850.00	1,060.00	800.00	922.50	900.00	320.00	900.00	0.00	900.00	900.00	1,007.91	
Maintenance	155.00	172.00	154.02	3560.87	950.00	13,070.47	950.00	1,400.88	-450.88	950.00	1,063.91	
Park railings paint 1/3											800	
Webmaster??	200.00											
Audit Commission?	150.00											
Chair's Expenses?	150.00											
Computer equipment	600.00											
Reserves												
50% Precept				3,600.00	4,700.00		3,600.00			5,870.00		
Legal Fees				1,000.00	1,000.00		1,000.00			1,000.00		
Election Fees				1,500.00	1,500.00		1,500.00			1,500.00		
Flood Action Grp				351.00	351.00		351.00			351.00		
Solagen				175.00	175.00		175.00			175.00		
TOTAL	8,455.00	0.00	8,031.76	6,626.00	10,332.71	13,416.77	10,483.00	7,556.91	2,926.09	10,483.00	12,737.92	
Precept											11,740.00	