

**STURMER PARISH COUNCIL**

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Minutes of the **COUNCIL MEETING** of **STURMER PARISH COUNCIL** held at **STURMER VILLAGE HALL** on **TUESDAY 18 JANUARY 2022** at **7:30 PM**

Present: Cllr Diana Garrod Cllr David Porth Cllr Alan Carter Cllr Keith Choat  
02 Members of the public

<b>21/106</b>	<b>NOTE AND APPROVE APOLOGIES FOR ABSENCE</b> Apologies received from Cllr Terrie Jones – supporting family and Cllr Eileen Raynes - sickness
<b>21/107</b>	<b>DECLARATION OF INTEREST FOR THIS MEETING</b> Non Pecuniary Interests declared – Cllr Keith Choat Item 21/126(b) and Cllr Diana Garrod Item 21/126(a)
<b>21/108</b>	<b>APPROVE MINUTES OF MEETING HELD ON 07 DECEMBER 2021</b> <b>RESOLUTION</b> – Minutes 07 December 2021 adopted as true record with amendment to Item 21/105, date of next meeting to be changed to 18 January 2022: Proposed Cllr Alan Carter, Seconded Cllr David Porth- Unanimous agreement
<b>21/109</b>	<b>PUBLIC PARTICIPATION SESSION</b> <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> <ul style="list-style-type: none"><li>➤ Flooding and drainage issues adjacent to Hill Lane</li><li>➤ Noted - Highways engineers visited as evidence areas of red markings on highway</li><li>➤ Noted - 2017 feasibility study produced but to date no action taken</li></ul>
<b>21/110</b>	<b>RECEIVE DISTRICT AND COUNTY CLLRS REPORT(S)</b> County Cllr Peter Schwier ECC Budget report <b>APPENDIX A</b> <ul style="list-style-type: none"><li>➤ Launch of Levelling up Essex fund of £500,000</li><li>➤ Covid19 – ECC provided free transport to anyone unable to access public transport to attend vaccination clinics</li><li>➤ 4,000 miles of PROWS across Essex, Essex Ramblers association work to support</li><li>➤ Work to improve marking of cross-field PROW continuing with 30% uptake of the initiative by landowners</li><li>➤ ECC increase in council tax – Core needs increasing by 2%, with Adult Social Care increasing by 1% plus 1,5% increase in spend from previous year</li><li>➤ Band D will see an increase of £1.16 per week in their council tax</li><li>➤ A 1% increase in council tax sees a £987Million increase in revenue</li><li>➤ 65% of the budget is spent on Adult social care</li><li>➤ Phase 2 of the Warm Home grants from HMG are yet to be announced</li><li>➤ Solar Together scheme available to residents and commercial properties alike, details yet to be announced</li></ul> District Cllr Diana Garrod report <b>APPENDIX B</b>
<b>21/111</b>	<b>RECEIVE CLERK'S REPORT &amp; NOTE CORRESPONDENCE</b> <i>N.B. County Cllr Peter Schwier joined the meeting to present an overview from County and then had to leave the meeting to attend two other PC meetings; see comments in Clerks report.</i>  Clerks report <b>APPENDIX C</b>

<b>21/112</b>	<p><b>FINANCE – RECEIVE FINANCIAL STATEMENT - AGREE PAYMENTS, APPOINT AUTHORISER RESOLUTION</b> – Approve Finance statements as attached: Proposed Cllr Alan Carter: Seconded Cllr Keith Choat – unanimous approval - Cllr Choat to Authorise. Finance Statement at <b>APPENDIX D</b></p> <p><b>21/112(i) – SIGN PRECEPT REQUEST</b> Precept request duly signed – CLERK to ACTION</p> <p><b>21/112(ii) – APPROVE ANNUAL SUBSCRIPTION TO OPEN SPACES SOCIETY AT £45 RESOLUTION</b> – Approve annual subscription to the Open Spaces Society: Proposed Cllr Keith Choat: Seconded Cllr Alan Carter – unanimous approval CLERK to ACTION</p>
<b>21/113</b>	<p><b>AGREE DATE FOR THE CLERK’S ANNUAL APPRAISAL</b> Date agreed as Thursday 27 January at 11am via ZOOM, Cllr Diana Garrod and Cllr Keith Choat CLERK to ACTION</p>
<b>21/114</b>	<p><b>REVIEW &amp; COMMENT ON CURRENT PLANNING APPLICATIONS/APPEALS</b></p> <p>21/01054/FUL 8A Abbots Cottages Application withdrawn</p> <p><b>UPDATE ON PROPOSED SUBMISSION OF THE RED LION AS ASSET OF COMMUNITY VALUE</b> Property up for sale, council agreed to defer any further action on the matter</p>
<b>21/115</b>	<p><b>CONSIDER FREEDOM OF INFORMATION REQUEST RE. FLOODING ISSUES AT HILL LANE</b> <b>21/115(i) – NOTE CORRESPONDENCE FROM SFAG RE FLOODING ISSUES AT HILL LANE AND MALTINGS COTTAGES</b></p> <p>Resident now received response, council not to pursue, matter to be reviewed at site visit with ECC Highways member Cllr Lee Scott</p>
<b>21/116</b>	<p><b>RECEIVE UPDATE ON BUS SHELTER CLEANING FROM ECC</b> ECC confirmed they do not fund the cleaning of bus shelters they do not own. Council to confirm ownership of installed shelters, offer on table to clean the shelter at £15 per time at parish council’s expense. CLERK to ACTION</p>
<b>21/117</b>	<p><b>RECEIVE UPDATE ON DROPPED KERB SCHEME ADJACENT TO BUS SHELTER – ACTION UPDATE</b> Submitted to LHP, item to remain on the agenda</p>
<b>21/118</b>	<p><b>RECEIVE UPDATE ON LHP APPLICATION TO REPLACE THE VILLAGE GATEWAY</b> Item reported to Highways maintenance using “Report It” portal, item to remain on agenda</p>
<b>21/119</b>	<p><b>CONSIDER ACTIONS TO FUND THE UPGRADE OF REMAINING STREET LAMPS TO LED</b> Cllr David Porth submitted application for part funding, identified a need for additional funding to complete the project</p>
<b>21/120</b>	<p><b>APPROVE ADOPTION OF THE PUBLICATION SCHEME – PREVIOUSLY CIRCULATED RESOLUTION</b> – Approve adoption of the Publication Scheme: Proposed Cllr Keith Choat: Seconded Cllr David Porth– unanimous approval</p>
<b>21/121</b>	<p><b>APPROVE ADOPTION OF THE COMPLAINTS PROCEDURE – PREVIOUSLY CIRCULATED RESOLUTION</b> – Approve adoption of the Complaints Procedure: Proposed Cllr David Porth: Seconded Cllr Alan Carter – unanimous approval</p>

21/122	<b>REVIEW OF THE RISK REGISTER AND PROCEDURES – PREVIOUSLY CIRCULATED</b> Defer to next meeting
21/123	<b>REVIEW AND APPROVE ASSET REGISTER UPDATE – PREVIOUSLY CIRCULATED</b> Defer to next meeting pending confirmation of bus shelter ownership, believed to be ECC
21/124	<b>CONFIRM ANY UPDATES TO THE OPEN SPACES ACTION PLAN</b> Duly agreed and completed for Clerk to submit to BDC
21/125	<b>RECEIVE CONFIRMATION OF S106 FUNDS AND SPEND TIMESCALES</b> Defer to next meeting pending final confirmation from BDC
21/126	<b>RECEIVE REPRESENTATIVES REPORT:</b> <b>APPOINT CLLR EILEEN RAYNES-WHITE AREA(S) OF RESPONSIBILITY</b> – Defer to next meeting <b>a) Footpaths – Cllr Keith Choat</b> – FP3 not improved, remains closed, possible solution could include a boardwalk. FP 5 & 4 (Hill Lane to Church Drive and to Peartree Lane) marking remains a challenge, to be kept under review. FP21 route whereabouts being challenged as seemingly obstructed for walkers. <b>b) Flood Action Group – Cllr Alan Carter</b> – Awaiting site visit by Highways to review problems. <b>c) Play Area – Cllrs Alan Carter &amp; David Porth</b> – Litter bin servicing to be reported to BDC. <b>d) Parish Maintenance – Cllr Alan Carter</b> – Amenity Walk dead wood now cleared, grateful thanks extended to residents who helped with clearance. <b>e) War Memorial – Cllr David Porth</b> – Works on hold pending outcome of flooding issue review. <b>f) Village Hall – Cllr Terrie Jones</b> – No report; Jubilee celebrations arrangements request from PC. <b>g) Highways – Cllr Keith Choat</b> – Red markings now applied at or near Hill Lane junction
	<b>MOTION TO BE AGREED –</b> <b>RESOLUTION</b> – Approve exclusion of the public: Proposed Cllr Alan Carter: Seconded Cllr David Porth– unanimous approval <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>
21/127	<b>RECEIVE UPDATE ON THE VG52 LAND SALE PROPOSALS</b>
	<b>MOTION TO BE AGREED –</b> <b>RESOLUTION</b> – Approve readmission of the public: Proposed Cllr Keith Choat: Seconded Cllr Alan Carter – unanimous approval <i>Members of the public to be readmitted to the meeting</i>
21/128	<b>ITEMS OF REPORT TO BE NOTED OR ADDED TO NEXT COUNCIL AGENDA</b> Bus shelter ownership and valuation, those items deferred until next meeting.
21/129	<b>DATE OF NEXT MEETING – 15 MARCH 2022 – CLOSE – 9:19pm</b>

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

## APPENDIX A

### **A budget for Everyone in Essex - investing in services, providing opportunities for communities, protecting and enhancing the environment**

*Proposals contain a below-inflation council tax increase and ambitions to invest in and protect services, renew the economy and create a fairer Essex in the post-pandemic era*

Essex County Council's budget proposals, revealed today (Tuesday, 11 January 2022) feature investment in families, communities, the economy and environment but also peg a proposed council tax increase to below the current inflation rate.

The agenda set out in *Everyone's Essex – the plan for Levelling Up the County* is at the heart of proposals, which also deal with rising demand for key services, particularly social care, as a result of the pandemic.

Plans include investing £1.3 billion over the next four years on major infrastructure projects, such as new schools and large road improvements, a scaling up on previous years. The spend in 2022/23 is set to be £284m, money which also supports local contractors and their workers.

Real action is to be taken on climate change and carbon reduction through responding to the Essex Climate Action Commission's recommendations, including a £200 million spending commitment toward Essex's net zero targets and achieving the *Everyone's Essex* commitment to a high-quality environment.

Support for businesses will continue through the *Backing Essex Business* programme, supporting business growth across the county, promoting economic growth and creating jobs, as well as continued investment in skills to help people progress and get back into work.

Libraries will also be at the heart of supporting communities, alongside £10 million in funding for Levelling Up including £500,000 for new Community Challenge Fund and help for families in managing finances, alongside encouraging businesses to be more family friendly.

The proposals amount to a council tax increase of 4.49 per cent. This is made up of a 2.99 per cent council tax increase (including 1% specifically for adult social care), plus a further 1.5 per cent for Adult Social Care that was deferred from last year during the pandemic.

This would mean that for an average Band D property household, the ECC element of council tax will increase by £60.21 next year, or £1.16 per week.

Despite a strong track record of financial management and one of the lowest County Council tax rates in England – delivering savings of over £45 million a year for the past 13 years - the council is not immune to current inflation pressures and rises in utility prices.

Inflation has added £32m to next year's bill for services, with interest rate rises increasing the cost of borrowing for the Council's capital spending programme.

Demand for Council services which protect the most vulnerable has also risen – particularly in adult social care.

Cllr Kevin Bentley, Leader of Essex County Council, said: "This budget will allow us to commit to Everyone's Essex, our plan to improve the economy, the environment and life for children and families and promoting health, care and wellbeing for all ages.

"We are responsible for ensuring that we renew our economy, provide equal opportunities for all and ignite ambition for the people and places we are privileged to represent. This budget is a crucial step on that journey."

Cllr Chris Whitbread, Essex County Council Cabinet Member for Finance, Resources and Corporate Affairs, said:

"We have a stark choice – either we propose an increase, or we face unacceptable reductions to services.

"For all of us the last few years have been especially tough, and recently we've seen the price of energy rise and our fuel bills go up and increases in the price of goods and materials. All of which has been compounded by the pressures of Covid.

“Councils, just like any business or family, are affected by inflation and price rises for goods and services. The increase in the national living wage, while welcome, means we will have to pay our contractors more.

“I am proud of the work we have done on these proposals in difficult circumstances. We are not willing to compromise the level of service residents receive. We are committed to making sure vulnerable residents receive the care they need, that the roads we travel on remain safe, that we continue to invest in communities and that our environment becomes greener, cleaner and healthier.”

**Cllr Peter Schwier | Deputy Cabinet Member to the Leader / Climate Czar**



Hedingham Division, Essex County Council

**Renewal, Equality and Ambition**

**For advice on Essex County Council's response to the current Coronavirus situation please visit [www.essex.gov.uk/coronavirus](http://www.essex.gov.uk/coronavirus) or our facebook group <https://www.facebook.com/groups/essexcoronavirusactionsupport/>**

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**APPENDIX B**

## **District Councillor's Report January 2022 to Parish Councils**

07/01/22

**(Cllr. Diana Garrod - Bumpstead Ward)**

### **Temporary Traffic Regulation Orders**

Intended closure of Chapel Street, Steeple Bumpstead. Due to commence on 17<sup>th</sup> January 2022 for 3 days whilst Anglian Water undertakes washout installation.

Intended closure of Haverhill Road, Helions Bumpstead. Due to commence on 7<sup>th</sup> February 2022 for 5 days whilst Anglian Water undertakes new connection.

### **Grant Schemes for Electric Vehicle Charing Infrastructure – Office for Low Emission Vehicles**

The government offers grants to support the wider use of electric and hybrid vehicles via the Office of Low Emission Vehicles (OLEV). This includes the Electric Vehicle Homecharge Scheme (EVHS) which provides grant funding of up to 75% towards the cost of installing electric vehicle chargepoints at domestic properties across the UK. From April 2022, the EVHS will no longer be open to homeowners who live in single-unit properties such as bungalows and detached, semi-detached or terraced housing. Installations in single-unit properties need to be completed by 31 March 2022 and a claim submitted to the Driver and Vehicle Licensing Agency (DVLA) by 30 April 2022.

The scheme will remain open to:

- homeowners who live in flats
- people in rental accommodation (flats and single-use properties)
- The Workplace Charging Scheme (WCS) is a voucher-based scheme that provides support towards the up-front costs of the purchase and installation of electric vehicle charge-points, for eligible businesses, charities and public sector organisations.
- The On-street Residential Chargepoint Scheme (ORCS) provides grant funding for local authorities towards the cost of installing on-street residential chargepoints for plug-in electric vehicles.

More info: <https://www.gov.uk/government/collections/government-grants-for-low-emission-vehicles>

### **Planning Inspector's Modifications to the Local Plan – Consultation Closes 5pm Monday 24<sup>th</sup> January**

Residents still have time to have their say on the proposed changes to Braintree's local plan made by the Planning Inspector. The proposed changes to the Plan and the supporting documents can be found at [www.braintree.gov.uk/mms2](http://www.braintree.gov.uk/mms2) and feedback can be submitted until 5pm on Monday 24 January 2022. Following the Inspector's hearing sessions of the plan in July 2021, the Inspectors Mr Jameson Bridgewater and Ms Anne Jordan have given their feedback and recommended some main modifications to the plan before they can find the section 2 Local Plan sound, as well as an updated Sustainability Appraisal (SA) and an updated Habitat Regulation Assessment (HRA). The Local Plan is set out in two sections, with Braintree District Council's Full Council [unanimously agreeing](#) to adopt Section 1 Local Plan in February 2021, shared with Tendring District and Colchester Borough Council's. Section 2 is the council's individual plan, which contains local policies and allocation and once adopted, will be used to assist in determining planning applications. All the responses made to the consultation will be given to the Inspectors for consideration before finalising the main modifications and making a final decision on the Local Plan.

### **Recycling and other Disposal of Christmas Trees**

Drop off location for this part of the district is Steeple Bumpstead Village Hall, Finchingfield Road, CB9 7EA from 08:00am to 08:30am on 15<sup>th</sup> January 2022

- BDC will collect real trees and wreaths
- You must remove all decorations before recycling the tree
- Artificial trees or wreaths containing wire cannot be taken
- Trees must not be taller than 6'7" tall

Social distancing measures will be in place to protect both staff and members of the public at collection points. Christmas trees left outside of these times will be treated as fly-tipping.

You can compost your Christmas tree at home by breaking it down into smaller pieces and putting it in your home compost bin or you could cut your tree up and put it in your green wheeled bin. BDC will empty this bin when the collection resumes in Spring 2022. You must make sure your tree fits within the bin with the lid shut.

### **Figures Reveal a Decrease in Fly-Tipping Incidents in the Braintree District**

The number of fly-tips in the Braintree district has decreased over the past three years, figures show. Braintree District Council received 856 reports of fly-tipping in 2020/21, a reduction of 56, from the 912 reports received in 2019/20. So far in 2021-22, there has been 525 reported fly-tipping incidents\*, which is another downward trend for the second consecutive year.

Over the past three years, Braintree District Council has investigated over 1,550 reports of fly-tipping, issued 40 fixed penalty notices and prosecuted 27 cases. In one court case back in 2020, an offender who pleaded guilty for fly-tipping was ordered to pay over £1,300 for the fine, victim surcharge and the Council's costs. Braintree District Council continues to take a proactive approach to fly-tipping, investigating all reports received, removing waste within one working day, and issuing fixed penalty notices or prosecuting where possible. The Council also uses CCTV at known fly tipping hot spots to help deter offenders which has also been complemented by some local parish councils purchasing their own cameras. Over the years, the Council has invested resources in tackling the issue, working with Love Essex and other local authorities on campaigns to raise awareness and help reduce fly-tipping, such as the successful Crime Not To Care campaign, as well as with businesses and town/parish councils to encourage more responsible behaviour. Last year, together with over 150 local authorities and waste and environmental crime partnerships across the UK, the Council called on the Sentencing Council to consider tougher fines and sentences for fly-tipping offenders, as these do not always match the severity of the fly-tipping offence or fairly reflect the costs incurred by the taxpayer, in having to remove the waste.

### **Community 360 are Promoting a Free Funding Workshop**

#### **Free funding workshop: how to tap into unrestricted funding for your community organisation in 2022**

This is an informal session to find out how voluntary groups, social enterprises, church, schools, sports clubs or charity can benefit from unrestricted funding in 2022 using the easyfundraising platform. The workshop takes place via online Zoom on Tuesday 1<sup>st</sup> February 2022, 12.30pm-1.00pm.

Register at: <http://efraising.org/1vY4Fny7kh>

### **Ministers Reject Calls for Council Meetings to be Held Online**

Councils must continue holding meetings in person, the Government has said, as it rejected calls to introduce laws despite the spread of the Omicron variant. Lord Greenhalgh, a minister of state at the Department for Levelling Up, Housing and Communities, confirmed the policy in response to a written question. Last month the LGA had called on ministers to urgently bring in emergency legislation to enable councils to return to hybrid meetings.

A recent LGA survey of councils, conducted before the emergence of Omicron, found that 72 per cent had recorded a decline in councillor attendance at statutory council meetings and 73 per cent had reported a fall in public attendance. The LGA has called on the Government to urgently bring forward emergency legislation, saying the gathering of up to 200 people in one room is an "unnecessary public health risk". LGA Chairman Cllr James Jamieson said emergency legislation would help curb the spread of the virus and make sure "councils can continue to make democratic decisions, even during times of emergency".

### **Championing Mental Health Motion – Full Council Meeting 13<sup>th</sup> December 2022**

As a Mental Health Champion for BDC, I submitted a Motion to the Full Council on 13<sup>th</sup> December 2021 to demonstrate that mental health is a priority. The local authority has a crucial role to play in improving the mental health of everyone in our community and tackling some of the widest and most entrenched inequalities in health. I am delighted to advise that it was carried unanimously by all present members. Full details can be viewed in the agenda and minutes on BDC's website.

### **BDC Working to Reduce the Number of Rough Sleepers by Developing a Range of Support Services**

Projects are progressing to provide additional supported accommodation to rough sleepers especially in relation to units available to deal with complex needs. This also includes the 'next steps accommodation programme' on further initiatives to prevent rough sleepers returning to the street. Day to day, BDC continues to prevent people from becoming homeless and the mental health navigator is engaging with rough sleepers with more complex needs to help them sustain a tenancy.

**Cllr. Diana Garrod**  
Braintree District Councillor - Bumpstead Ward

### **APPENDIX C**

The Lighting contractor has advised an increase in component pricing, one lamp has increased by £5.05 and the other by £2.55 plus an increase in call out charges for repairs by £15 per visit, correspondence circulated to members.

The office received a comprehensive overview of flooding issues in the parish from the Sturmer Flood Action Group for submission to County Cllr Peter Schwier prior to his intended visit with Cllr Lee Scott of Essex Highways.

Cnty Cllr Peter Schwier has advised the council of the unlocking of a £1,000,000 Arts & Culture Fund over a five year period to help support the creative sector across Essex. Applicants have until 28 February to apply.

Likewise Cllr Schwier shared details of the ECC budget for 2022, it is being described as "A budget for Everyone in Essex - investing in services, providing opportunities for communities, protecting and enhancing the environment" more details can be found on the ECC website.

In addition Cllr Schwier shared details of the Essex Climate Action Fund which is offering up to £20,000 to fund projects across the County that aim to tackle climate change; To find out more about the Climate Action Challenge Fund, please visit: <https://www.essex.gov.uk/leisure-culture-local-heritage/culture-and-communities> - maybe potential to fund LED lamp replacement?

Information regarding the proposals for Finchingfield bridge are available on the Essex Highways website, I mention this at the works may well impact this parish residents travel plans for some time.

Council received an invitation to the Haverhill Mayor Charity Dance on the 18 February.

The ever vigilant on all matters flooding – the Sturmer Flood Action Group lead, Linda Bevan, provided the council with a comprehensive run down of flooding matters for the intended site meeting with the Highways cabinet lead including the Hill Lane and Maltings Cottages flooding related issues.

All other matters are covered by the agenda.



**APPENDIX D**

Sturmer Parish Council Finance Statement - January 2022										BUDGET	ACTUAL	BALANCE
										10,483.00	8,828.95	1,654.05
							Opening				10528.17	
Date	Supplier	Description	Invoice	BACS/DD	Minute Ref	Rec	Credit	Debit	VAT	NETT	Cost Cnt	
<b>Month Closing Balance</b>							<b>14,753.92</b>					
17-Jan	A&J Lighting	Annualised maintenance	35842	DD		Y		27.00	4.50	22.50	Lighting	
	Amazon (IB)	2 x Ink cartridges	2755	BP				10.83		10.83	Admin	
	Open Spaces Society	Subscription	76186	BP				45.00		45.00	Subs	
	Employee	WFH & Expenses	N/A	BP				42.20		42.20	Admin	
	Employee	Salary	PAYE	BP							Clerk	
12-Jan	HMR&C	Tax Q3	PAYE	BP		Y		257.00		257.00	Clerk	
	Microsoft - IB	365 Annual Subs / 5	Inv 46621	BP				16.00	2.67	13.33	Admin	
07-Jan	DRAX Energy Solutions	Electricity	Inv6533/6534	DD		Y		46.58	2.22	44.36	Utility	
<b>JANUARY</b>							0.00	787.41	9.39	778.02		
<b>Month Closing Balance</b>							<b>13,966.51</b>					