STURMER PARISH COUNCIL

Ian Brown

Locum Parish Clerk & Responsible Financial Officer

Email: clerk@sturmer-pc.gov.uk

72 St. Edmunds Fields Dunmow, Essex, CM6 2AN Tel: 07913 514 589

Minutes of the ANNUAL COUNCIL MEETING OF STURMER PARISH COUNCIL held at STURMER VILLAGE HALL on 14 MAY 2024 AT 6:45 PM

COUNCILLOR	IN ATTENDANCE
Cllr David Porth - Chairman	YES
Cllr Alan Carter	YES
Cllr Terrie Jones	YES
Cllr Coral Fordham	YES
Cllr Sean Mercer	YES
VACANCY	
Dist Cllr Diana Garrod	YES
Cnty Cllr Peter Schwier	NO – BDC Planning meeting

Locum CLERK – Ian Brown 5 Member(s) of the public

24/001	RECEIVE NOMINATIONS FOR CHAIRMAN, VOTE TO APPOINT CHAIRMAN FOR 2024-2025
	RESOLUTION – Cllr David Porth duly nominated and appointed; Proposed Cllr Alan Carter,
	Seconded Cllr Terrie Jones
	24/001(i) – RECEIVE NOMINATIONS FOR VICE CHAIRMAN, VOTE TO VICE CHAIRMAN FOR 2024-
	2025
	Council decided to not appoint a Vice Chairman but to appoint a meeting Chairman as and when
	required in the current Chairman's absence
24/002	CLLRS ACCEPTING THE OFFICE OF CHAIRMAN AND VICE CHAIRMAN TO SIGN THE
	APPOINTMENT BOOK AND ACCEPTANCE OF OFFICE (FOR SUBMISSION TO BDC)
	Duly completed and signed
24/003	NOTE AND VOTE TO APPROVE APOLOGIES FOR ABSENCE
	None given
24/004	CO-OPTION PROCESS-
	RECEIVE REPRESENTATION FROM THOSE STANDING FOR CO-OPTION AND WISH TO BE
	CONSIDERED FOR APPOINTMENT TO THE COUNCIL
	As candidates had already submitted their applications they were not required to repeat
	themselves
	MEMBERS TO ASK ANY QUESTIONS TO CLARIFY THE REPRESENTATION FROM THE CANDIDATES Councillors had no further questions for the candidates
	I folincillors had no turther dijections for the candidates
	Codificinors that the futestions for the canadates
24/005	CANDIDATES ASKED TO LEAVE THE ROOM
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	CANDIDATES ASKED TO LEAVE THE ROOM COUNCIL TO CONSIDER REPRESENTATION(S) FROM THOSE STANDING FOR CO-OPTION AND VOTE ACCORDINGLY Members discussed the merits of candidates, recognising they could only co-opt two new Cllrs this evening leaving the third vacancy co-option process until the next meeting

24/007	CANDIDATES DULY CO-OPTED TO COMPLETE AND SIGN ACCEPTANCE OF OFFICE DECLARATION
	Completed and signed by candidates and the Clerk
	24/007(i) – CO-OPTED CLLRS TO RECEIVE REGISTER OF INTEREST FORM TO COMPLETE AND
	SUBMIT INDEPENDENTLY TO BDC
	Clerk to circulate
	24/007(ii) – ALL CLLRS TO BE INVITED TO REVIEW THEIR REGISTER OF INTEREST AND ADVISE
	BDC ACCORDINGLY OF ANY AMENDMENTS
	Cllrs noted
	DULY CO-OPTED CLLRS TO BE INVITED TO JOIN THE MEMBERS
	Both new members joined their fellow cllrs at the meeting table
24/008	APPOINT REPRESENTATIONS FOR 2024-25
24/008	FOOTPATHS – All Clirs
	FLOOD ACTION GROUP – Cllr Alan Carter
	PLAY AREA – As Parish Maintenance
	PARISH MAINTENANCE – Cllrs Sean Mercer, Alan Carter and David Porth
	WAR MEMORIAL – As Parish Maintenance
	VILLAGE HALL & DEFIBRILLATOR – Cllr Terrie Jones
	HIGHWAYS – Cllr Coral Fordham
24/009	WITH REFERENCE TO THIS AGENDA MEMBERS ARE INVITED TO DECLARE ANY DISCLOSABLE
	PECUNIARY INTERESTS, NON-REGISTRABLE INTERESTS AND OTHER REGISTRABLE INTERESTS
	None declared
24/010	APPROVE THE MINUTES OF THE MEETINGS HELD ON TUESDAY 02 APRIL – 2024
,	RESOLUTION – Minutes of the meeting held 02 April 2024 approved; Proposed Cllr Alan Carter,
	Seconded Cllr Terrie Jones
	Seconded Cili Terrie Jones
24/011	PUBLIC PARTICIPATION SESSION
24/011	
-	
-	This provi <mark>des an opportunit</mark> y for memb <mark>ers of the p</mark> ublic to raise questions and comment on items
-	
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	Confirmed review
	24/014(v) – MEMBERS TO CONFIRM RECEIPT OF INTERNAL AUDIT REPORT
	24/014(vi) – COMPLETE AND SIGN EXEMPTION CERTIFICATE – CLERK to SUBMIT
	24/014(vii) – RECEIVE AND APPROVE GOVERNANCE STATEMENT
	24/014(viii) – RECEIVE AND APPROVE ACCOUNTING STATEMENT
	RESOLUTION – Council received and approved all Audit items; Proposed Cllr David Porth,
	Seconded Cllr Terrie Jones
	CLERK to submit documents to PKF Littlejohn and place on the PC website
	24/014(ix) – APPROVE CLERK TO MAKE PAYMENTS DURING PERIODS COUNCIL DOES NOT MEET
	RESOLUTION – Approve Clerk to make payments during periods council do not meet; Proposed
	Cllr David Porth, Seconded Cllr Alan Carter
	24/014(x) – RECEIVE UPDATE ON STREET LIGHTING ENERGY SUPPLIER OPTIONS
	Awaiting comparative offer from new proposed supplier
	24/014(xi) – CONFIRM PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS
	Clerk / RFO to produce Notice, proposed commencement 03 June
24/015	CONSIDER APPLICATION(S) FOR THE POSITION OF CLERK & RFO, AGREE NEXT ACTION Under review
	Onder review
24/016	REVIEW & COMMENT ON CURRENT PLANNING APPLICATIONS/APPEALS
•	Ref. 24/00920/HH
	Erection of a two storey rear extension - 14 Abbotts Cottages , The Street, Sturmer
	Comment date – 29 May 2024
	NO COMMENT
24/017	RECEIVE ANY FEEDBACK FROM SITE MEETING WITH REPRESENTATIVES FOR THE LAND REAR OF
	ROWLEY COTTAGES
	Proposed removal of 70 dead trees, following thorough survey of the ecology of site, intention to
	turn land into wildlife reserve area. Does not require a felling licence as dead trees, BDC has
	checked the site; work not to occur during bird nesting season. All works to date completed
	responsibly, expectation is for future works to be completed similarly. Assurances given that the
	area is to remain a piece of woodland / wildlife sanctuary in perpetuity.
24/018	RECEIVE REPRESENTATIVES REPORT:
	a) Footpaths – Hedge by War Memorial needs cutting back, CLERK to contact owner
	b) Flood Action Group – Report APPENDIX C
	c) Play Area – Annual inspection this time of year; a suggestion to replace grass area with
	rubberised safety surfacing using S106 funds
	d) Parish Maintenance – Contractor cuts grass, previously identified tree works almost
	completed
	e) War Memorial – General maintenance only required, tidying up
	f) Village Hall – 15 June D Day hall open for refreshments
	[f](i) – Defibrillator function – Working OK
	g) Highways – Random potholes repaired.
24/019	RECEIVE UPDATE ON ST MARY'S CHURCHYARD CLOSURE
	No further update to report
	MOTION TO BE AGREED - Approve exclusion of the public
	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
	PECOLUTION Dublic calculate last the state of the state o
	RESOLUTION – Public asked to leave the meeting for this item; Proposed Cllr Alan Carter,
	Seconded Cllr Terrie Jones

24/020	RECEIVE UPDATE ON THE VG52 LAND SALE PROPOSALS							
	Update shared							
	MOTION TO BE AGREED – Approve readmission of the public							
	Members of the public to be readmitted to the meeting							
	RESOLUTION – Public invited to return to the meeting, suggested exclusion item be removed							
	from future agenda; Proposed Cllr David Porth, Seconded Cllr Alan Cater							
24/021	CONFIRM COUNCIL MEETING DATES FOR 2024							
	Tuesday(s) 25 June, 30 July, 10 Sept, 22 Oct, 03 December all at 7:30pm							
24/022	ITEMS OF REPORT TO BE NOTED OR ADDED TO NEXT COUNCIL AGENDA							
	Co-option plus any other items mentioned in these minutes							
24/023	DATE OF NEXT MEETING - 25 June 2024 – CLOSE – 8:48pm							

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APPENDIX A

<u>District Councillor's Report to Parish Councils May 2024</u> <u>Cllr. Diana Garrod - Bumpstead Ward</u>

Scheduled Temporary Traffic Regulation Orders & Roadworks

Intended closure of Wiggens Green, Helions Bumpstead on 3rd May 2024 for one day. The closure is required whilst Openreach undertakes pole testing. https://one.network/?tm=137394156

Intended closure of Finchingfield Road, Steeple Bumpstead 2nd to 10th May and 17th to 21st May. Road Surface works. https://one.network

The closure of Ains Ford Road, Sturmer, which commenced on 10th April 2024 and is in force for up to 21 days (It is estimated to be completed on 26th April 2024. Closure is required whilst Essex County Council undertakes flood damage. These works are being undertaken as an emergency, please check https://one.network/?tm=138414452.

Intended closure of the B1057 Haverhill Rd, Steeple Bumpstead from 20th May to 13th September whilst Anglian Water undertakes works. https://one.network – "permit granted and works about to start".

PFCC Election

Elections are taking place this **Thursday 2 May 2024** where residents can have their say on who the Police, Fire and Crime Commissioner (PFCC) for Essex will be. <u>Photo ID</u> continues to be required to vote at a polling station (original versions and not a photocopy). Accepted ID includes a passport, driving licence, blue badge, a proof of age card, travel concessionary cards, Biometric Immigration document, Defence Identity Card or National Identity Card. A full list of accepted ID is available on the Electoral Commission website: https://www.electoralcommission.org.uk/voting-and-elections/voter-id/accepted-forms-photo-id

New Chairman of Braintree District Council

Braintree District Council has announced Cllr Lyn Walters as its new Chairman for 2024-25 at its Annual General Meeting (AGM) on Monday, 22 April 2024. Cllr Lyn Walters is the ward member for Bocking Blackwater, has

been a councillor since 2011. Any organisations, community groups or businesses that would like to invite the Chairman to attend an event should visit www.braintree.gov.uk/invitethechairman.

My new role is Deputy Cabinet Member to the Deputy Leader of BDC & Cabinet Member Cllr. Tom Cunningham; the Cabinet Member for Transformation, the Environment & Customer Services. I will also be the lead member for climate change and sustainability.

Analogue Phone Lines Switching to Digital

The UK's telephone network is changing. By 2025, traditional phone lines will be replaced by a digital landline service. This means that calls will be made over a broadband line. More information at: https://www.essex.gov.uk/news/2024/your-home-phone-ready-go-digital https://www.gov.uk/guidance/uk-transition-from-analogue-to-digital-landlines

Essex Police Talk Road Safety with Motorcyclists at Finchingfield

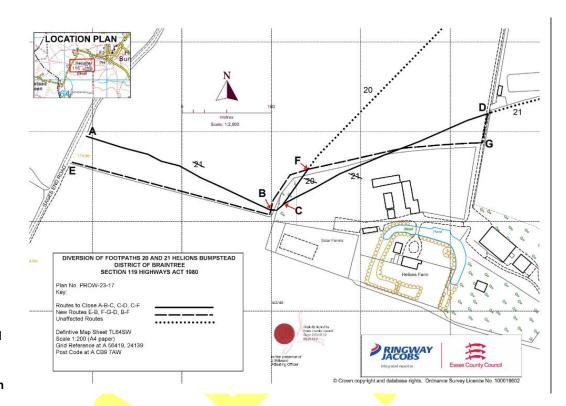
On Sunday 14 April, the Stanway-based Roads Policing officers were joined by colleagues from the Road Crime Team as they travelled the Braintree and Uttlesford districts' motorcycle routes, focussing on four specific offences known as the Fatal Four and used this opportunity to advise riders how they can keep themselves safe. Head of Essex Police's Roads Policing said "Finchingfield's a community that sees a great deal of traffic through their village because of the picturesque views, so we wanted to reassure them that we were proactively patrolling the district to tackle road safety in general, and the safety of vulnerable road users in particular. I'd encourage everyone to play a part in keeping all our roads safe for everyone so we can share them safely".

BDC Adopts LGA Model Code of Conduct

At the AGM held 22nd April 2024, BDC adopted the LGA Model Code of Conduct with immediate effect. The Committee on Standards in Public Life carried out a review on Local Government Ethical Standards and published a series of recommendations to Government, the Local Government Association and to local authorities. In response to one of those recommendations, the LGA published a model Code of Conduct for Councillors. This was originally published in 2020 but has been subject to updates by the LGA since that time.

Essex County Council, together with the majority of other Essex authorities have now adopted the new model Code over the past 18 months, and it is understood that the few remaining Councils in Essex plan to do so in the near future. The Model Code is a document which authorities are, nationally, being asked to adopt, however, it should be noted that there is no statutory obligation to do so.

Public Path Diversion Order Helions Bumpstead (Essex County Council)
Footpaths 20 and 21 - Helions Bumpstead



Dedham Vale National Landscape and Stour Valley The Wilder Together in the Stour Valley

partnership, are running their fourth event at RSPB Flatford Wildlife Garden, for parish and town councillors who want to work with their community for wildlife and people. Taking place on Tuesday 21st May, the event runs from 6-8pm and will include tea and biscuits. It will focus on what community projects parish and town councils can do in their local area to improve wildlife habitat with the help of their community. For more detailed information and how you can become involved visit https://dedhamvale-nl.org.uk/wildertogether. For any questions, please contact Countryside Projects Officer, Emma Black, at emma.black@suffolkandessex-NL.org.uk.

Cllr. Diana Garrod
Braintree District Councillor - Bumpstead Ward

APPENDIX B

Sturmer Parish Co	uncil Finance Statement	- April 202 <mark>4</mark>					PRECEPT	BUDGET	ACTUAL	BALANCE	
							13,788.00	14,036.29	1,077.00	12,959.29	
Date	Supplier	Description	Invoice	BACS/DD	Minute Ref	Rec	Credit	Debit	VAT	NETT	Cost Cnt
Opening balance							12547.17				
05-Apr-24	DRAX	Electricity supply	60708/60709	FPO		Υ		15.01	0.71	14.30	Utility
08-Apr-24	1 HMRC	Quarter Tax/NIC	PAYE	FPO		Υ		20.77		20.77	Clerk
10-Apr-24	Amazon-IB	Ring binder	57171	FPO		Υ		4.75	0.79	3.96	Admin
10-Apr-24	D Bryce	Tree works	Inv23	FPO		Υ		200.00		200.00	Trees
10-Apr-24	Sturmer Vill Hall	Hall hire	Inv 38	FPO		Υ		24.00		24.00	Hire
10-Apr-24	1 EALC	Subscriptions	Inv17461	FPO		Υ		183.85		183.85	Admin
12-Apr-24	1 HMRC	VAT reclaim	XBV126000105708	BGC		Υ	359.20				Income
15-Apr-24	A&J Lighting	Lighting maintenance	38165	DD		Υ		27.00	4.50	22.50	Lighting
18-Apr-24	DRAX	Electricity supply	96421/87713	DD		Υ		125.18	5.96	119.22	Utility
26-Apr-24	1 Employee	Salary	PAYE	FPO		Υ					Clerk
25-Apr-24	BDC	Precept Pt1	Acct Ref3361	BGC		Υ	6,894.00				Precept
26-Apr-24	1 Employee	WFH Allowance	N/A	FPO		Υ		26.00		26.00	Admin
29-Apr-24	BDC	Street Cleaning	N/A	BGC		Υ	79.42				Income
APRIL							7,332.62	1088.96	11.96	1077.00	
Month Closing Bal	ance						18,790.83				
S106	Source - Exp 30-04-27	Open - Spend to date	Description	Balance							
J100	Wheel Chase	20,103.56	·	20,103.56							
Oct-20		· ·	Play equipment	14,439.56							
Jun-23		· · · · · · · · · · · · · · · · · · ·	WM & Bench	13,029.56							

Sturmer Parish Co	uncil Finance Statement	- May 2024					PRECEPT	BUDGET	ACTUAL	BALANCE	
							13,788.00	14,036.29	1,077.00	12,959.29	
Date	Supplier	Description	Invoice	BACS/DD	Minute Ref	Rec	Credit	Debit	VAT	NETT	Cost Cnt
Opening balance							18,790.83				
	DH Maintenance	Parish maintenance	290424	FPO				150.00		150.00	PM
	D Bryce	Amenity walk works	Inv 01	FPO				200.00		200.00	PM
	Employee	Expenses	May claim	FPO				23.10		23.10	Admin
	A&J Lighting	Lighting maintenance	Inv 38257	DD				27.00	4.50	22.50	Lighting
MAY						ļ.,	0.00	400.10	4.50	395.60	
Month Closing Bal	2000						£18,390.73		4.50	393.00	Ì
WOTH Closing Bai	ance						110,330.73				
5106	Source - Exp 30-04-27	Open - Spend to date	Description	Balance							
•	Wheel Chase	20,103.56	,	20,103.56							
Oct-20	ו	5,664.00	Play equipment	14,439.56							
Jun-2	3	1,410.00	WM & Bench	13,029.56							

APPENDIX C

From: Linda Bevan lindabevan@hotmail.com Subject: SFAG update for PC on14 May2024

Date: 6 May 2024 at 09:26:44

To: Alan Carter alan.p.carter70@gmail.com

Cc: Diana Garrod cilr.dgarrod@sturmer-pc.gov.uk, Clerk

clerk@sturmer-pc.gov.uk

Dear Alan

Please give the following update to the PC next week:

Sturmer Station Bridge:

Workmen have been seen at the bridge on two occasions gathering information for work on the bridge - we hope this is a good sign.

Blocked culvert opposite the Red Llon pub:

This is getting worse (see recent picture below). It has been reported again to the Highways website and Clirs Cunningham and Schwier. Clir Cunningham said in February that it would be cleared. Clir Schwier has said he will follow this up.

When it rains the water overflows to the main road because of the blocked culvert (also from drainage along the footpath at the Baulk from Mr Haylock's field) and causes a flood and is making potholes there worse.

There has been an accident where a car slowed because of the potholes and another car collided with it.

Thanks

Linda Bevan

