

Minutes of the Parish Council Meeting held at The Pavilion on 10th September 2024 at 8pm

Present:

Councillor C Knapman (Vice Chairman), Councillor L Holt, Councillor E Miles the Clerk and 3 members of the public

24/47 Apologies for Absence

All Members were present.

24/48 Minutes of the Parish Council Meeting

RESOLVED: that the minutes of the meeting held on the 23rd July 2024 were agreed as a correct record and signed by the Chairman.

24/49 Declarations of Interest

None declared.

24/50 Maldon District Councillor Update

No update was provided to the Council.

Cllr Collins advised Members receive electronic updates about activities taking place throughout the District and suggested relevant information should be shared via the Braxted Bulletin.

Councillors discussed how to engage with more residents.

RESOLVED: that Cllr Knapman will create a flyer informing residents of the Braxted Bulletin and how to join the electronic mailing list.

24/51 Public Participation Session

A member of the public asked if a letter could be sent to the commodity centre asking them to improve their signage so large vehicles don't use the village.

RESOLVED: that the Clerk will seek advice from ECC Highways to request vehicle weight and 'unsuitable for heavy goods' signs for the village.

RESOLVED: that the Clerk will draft a letter to be sent/delivered to the Commodity Centre asking for larger signs to be placed directing their delivery drivers directly to the centre and not through the village.

A member of the public asked if a report would be published confirming the costs associated with the pavilion refurbishment.

The Chairman advised a report would be published when the works were completed and that grant funding had been obtained to cover the full cost of the works.

RESOLVED: that the council will publish a report, when all the works are completed, confirming the full cost for the refurbishment works.

A member of the public enquired if the septic tank is emptied on a regular basis.

The Chairman advised this matter was the responsibility of the Pavilion Management Committee.

A member of the public raised concern regarding the state of the septic tank lids.

RESOLVED: that the Clerk will refer the matter to the Pavilion Management Committee for action.

A member of the public enquired who was responsible for cleaning the signs and was advised this was the responsibility of Essex County Council Highways.

Speeding in the village was also mentioned and councillors discussed measures which could be taken to curb this.

RESOLVED: that the Clerk will make enquiries regarding the installation of a priority system.

A member of the public enquired who was responsible for pavements as there was a section of pavement where a tree root had caused heave.

RESOLVED: that Cllr Holt will take a photo and obtain a What 3 Words location with the Clerk to report to Essex County Council, Highways Department.

24/52 Pavilion Refurbishment

The Chairman provided an update on the pavilion refurbishment project noting:-

- The project was running to schedule.
- Groundworks were underway and the plumbing was connected to the new soakaway.
- The new roof was in place.
- Insulation had been installed in the roof space.
- Steels for the extension had been installed
- A new fuse board would be installed
- The meter will be recalibrated and repositioned in a more accessible place.
- Once the batons have been installed on the roof, the trays which hold the solar panels will be installed and tiled around.

RESOLVED: that the update be noted.

24/53 Planning

Councillors considered planning application 24/00694/HOUSE PP – 13381322 Single story side extension and alterations to fenestration at Buck House, Tiptree Road Great Braxted.

RESOLVED: that the Council has no objection to the planning application.

24/53/1 Planning Decisions

FUL/MAL/24/00562 Erection of agricultural storage building on land at Broadfield Farm, Braxted Park Road Great Braxted. **APPROVED**

24/54 Environment

24/54/1 Neighbourhood Plan

The Council considered a report regarding the Neighbourhood plan process and agreed to seek further advice.

RESOLVED: that the Chairman will speak to Mr Matt Winslow from Maldon District Council.

24/54/2 Oak Tree Maintenance

Councillors considered and discussed a resident's request to trim the height and width of several oak trees located on the field, along Tiptree Road and agreed the trees should only be trimmed if there was a risk to the public.

RESOLVED: that Cllr Holt will ascertain the pole numbers and advise the clerk so UKPN can be informed of the tree growth in their lines and ask they access the situation.

24/54/3 Updates

The Council was provided with updates on the following projects:

1. Hedge Trimming: Mr Playell has advised he is unable to provide a quote for the hedge trimming due to his machinery being too large to access the space. Quotes will be sought from other contractors.
2. Openreach: the Clerk advised the application for a fibre connection has been submitted to Openreach who are currently reviewing the application.
3. Fencing and Gate Replacement Project: Cllr Knapman advised this project to replace a large portion of fencing had been reduced to replace only three posts, seven rails and a new 4' gate.

A member of the public enquired if the pedestrian gate on Tiptree Road could be inset as a safety measure for pedestrians exiting on Tiptree Road. Cllr Knapman will request a quote.

4. Hedge Infilling: the Clerk advised Essex County Councillor Forestry Officer has conducted a site visit to ascertain the requirements for hedging and has confirmed planting will take place on Monday the 9th December 2024. Volunteers are being sought to support the planting and the Clerk will advertise this once the times have been confirmed.

RESOLVED: that the updates be noted.

24/55 Accounts for Payment

The Council approved the following payments made between the 1st July to the 2nd September 2024:-

Date	Supplier	Item	Net	VAT	Total
03/07/2024	Cloud Next	Domain renewal	7.99	1.59	9.58
08/07/2024	DW Maintenance	June grass cutting	370.00	-	370.00
08/07/2024	AG Woodcare Products	Danish Oil	72.71	14.55	87.26
11/07/2024	Water Irrigation	Hose and cart	228.26	45.66	273.92
22/07/2024	Cllr Knapman	Pavilion cleaning products	38.87	1.00	38.87
24/07/2024	ID Mobile	Mobile phone bill for July	5.00	1.00	6.00
27/07/2024	Maldon District Council	TRUCAM April to June	254.82	50.96	305.78
28/07/2024	Mrs Lynda Townend	July wages	247.60	-	247.60
28/07/2024	Mrs Lynda Townend	July expenses	100.00	-	100.00
28/07/2024	HMRC	July payment	62.00	-	62.00
29/07/2024	Cllr Knapman	Expenses	9.00	-	9.00
30/07/2024	Ecowatt	Solar PV installation	2,853.96	570.79	3,424.75
04/08/2024	PFK Littlejohn	External audit	420.00	84.00	504.00
06/08/2024	EALC	Website accessibility training	50.00	10.00	60.00
13/08/2024	DW Maintenance	July grounds work	370.00	-	370.00
24/08/2024	ID Mobile	Mobile phone bill for August	5.00	1.00	6.00
28/08/2024	Mrs Lynda Townend	August wages	247.60	-	247.60
28/08/2024	HMRC	August payment	62.00	-	62.00
02/09/2024	Cornwell Builders	First payment for phase 2 pavilion costs	20,000.00	4,000.00	24,000.00
TOTAL:					£30,184.36

RESOLVED: The accounts for payment listed above be approved for payment.

24/56 CCLA Account

To Council discussed the amount of funds to invest in the CCLA Fund.

RESOLVED: that the Council will reconsider this at a later date.

24/57 General Announcements

Cllr Holt advised the state of the pavements and frontages look untidy due to weed growth. Cllr Knapman advised he has been clearing the weeds and will continue to do this.

It was noted the verges required mowing.

RESOLVED: that the Clerk will ascertain who is responsible for this and the frequency of the cuts.

Cllr Knapman had been approached by a resident who was keen to set up a friendly cricket club and enquired about insurance responsibility for accidental damage.

RESOLVED: That the Clerk will seek advice from the Pavilion Management Committee Secretary regarding their insurance cover for and damage caused by recreational activities.

24/58 Items to be Included on the Next Agenda

The following items will be added to the next council agenda:

1. Contracting to clear pavement weeds.
2. A regular 'update' item.

Cllr Miles enquired if a member of the Community Engagement Team or local Police could attend the meeting to provide an update on local matters.

RESOLVED: that the above items be included on the next agenda and Members will send information for future agenda items to the clerk.

24/59 Date of Next Meeting

The Clerk advised the next meeting will be held at 20.00 on the 12th November 2024.

24/60 Chairman Closed the Meeting

There being no further business the Chairman closed the meeting at 21.26.

Signed: _____

Dated: _____

Cllr R Collins

Chairman