



- Signs have been erected in the Bury Chase Car Park to deter people from parking there long term and I am happy to say that since the signs were put up there have been no further reports of cars being left in the car park for days or even weeks at a time.
- The Council now have an operational website ([felstedparishcouncil.co.uk](http://felstedparishcouncil.co.uk)) which includes Councillor's contact details, copies of meeting Agenda and Minutes and a Notice Board to relay important information to everyone.



Toilets in the Playing Field



Landscaped border in the Playing Field

- The biggest project this year has, however, been the provision of toilets in the Playing Field, adjacent to the pavilion and the children's play area. There are facilities for Ladies and Gents and also full disabled access and the toilets are open 7 days a week during daylight hours. A £10,000 'Jubilee Grant' was received from UDC towards the cost of providing these toilets. Most of the remaining cost was met by the village Throne Fund where many local groups had donated profits from events towards this much needed village facility. The Council appreciate that the work was carried out to a high standard by local builder, P G Bones, at a very favourable rate.

On the subject of the Jubilee, I must congratulate the Felsted Jubilee Committee who organised a stunning village event to mark the Queen's Diamond Jubilee in June 2012. Commemorative mugs were given to all local schoolchildren and everyone really enjoyed the day's events which culminated in a spectacular fireworks display and the lighting of the beacon.

The Council itself has a notable anniversary coming up in December when it will hold its 1000th meeting. The first meeting of Felsted Parish Council took place on 4th December 1894 and was held in the Primary School building and it's planned to hold the 1000th meeting in the same place. Parish Council's have come a long way since their inception at the end of the nineteenth century but they still have a very valid role to play in modern society and the democratic process.

I must thank all of my fellow Councillors for the sterling work that you all do and the not inconsiderable time that you freely give to Council business. I must also thank the Clerk, Peter Watson and his assistant Diane Smith who work tirelessly in the background and without whom the Council could not function. Further thanks must go to our village attendant and last, but not least, to all the members of the public who regularly attend our meetings and take such an active interest in village life.



Newly planted Red Oak trees in the Playing Field



Heritage Board outside the Almshouses

## **Felsted Playing Field Group Report – by Cllr Alan Thawley (Chairman)**

The Sustainability Grant arising from successful completion of the landscaping project funded part of the Diamond Jubilee Celebrations on June 4<sup>th</sup>.

The Throne Fund has enabled the block of two toilets to be built with almost no cost to the Parish rates. Uttlesford's Jubilee Fund provided £10,000, the Felsted community through the Felsted Jubilee Committee gave £4,000, the first Felsted Dog Show £733, Felsted WI Jubilee Stall £250 and Felsted Book Sales £300.

Thanks must go to these groups and also to Lucy Beaufrere for initial design and quotation, Diane Smith for managing the project and PG Bones for rapid completion at a generously low cost.

The CCTV is now working, funded by Uttlesford District Council, to help provide a sense of wellbeing.

Car parking is still needed and specifications and quotations are being worked on by Diane Smith for the Parish Council.

Football pitch improvements were not done, apart from aeration for the very first time. But this Spring bumps and hollows will be flattened with labour from the clubs enabling the Parish Council costs to be minimized.

A relatively quiet year has consolidated the previous very active several years.

Thanks once again to the core team of Catherine Gould, Lucy Beaufrere, Diane Smith, Peter Watson and me; supported by Gaynor Bradley (Uttlesford DC), Roger Harborough (Uttlesford DC), Andrea Davies, Chris Lee (Felsted Prep), Chris McCulloch (Felsted Rovers) and John Moore (Felsted Parish). David

Gregory devised and lead the Dog Show and Book Sales. Thanks to local 'doggy' residents, Kevin and Angela Goodwin and Annette Boreham, for supporting David.

Thank-you, Everybody.

## **Felsted Memorial Hall Committee Report – by Elizabeth Read (Committee Chairman)**

This year has been busy yet again for the Committee.

The rising cost of utilities made it increasingly difficult for us to keep our rates at the same level as last year so we have increased them slightly in the hope that it will not be too painful for our hirers.

The Hall continues to be busy most evenings, with Friday being the only one available.

We have recently begun work to update the Hall. This will help the Committee to keep on top of maintenance. The floor continues to be a source of hard work for the Committee and the caretaker, so we plan to have it sanded and sealed professionally in August 2013 at a cost of around £3,000.

The kitchen has seen a real improvement this year. We employed a local company to put up four new blinds. Then we were successful in obtaining a grant for £1,000 and spent this on two new cookers in the kitchen and the hall self-funded a new fridge. It all looks really good and clean.

After many years on the Committee and as Chairman I have decided to step down. I would like to personally

thank all the members of the Hall Committee, both past and present, for their hard work and support. I would like to make a special mention and thanks to Vice Chairman Mrs Wendy Bentall who has been my right hand and shoulder to cry on over the years. Also special thanks to Margaret Howett who again has been a tremendous support doing the Treasurer's job with great efficiency.

I wish my successor Mrs Hazel Fox good luck for her future time as Chairman.

### **Tree Warden's Report – by Dr Andrew Hynd (Tree Warden)**

Despite a cold, wet and windy winter there has been little damage to our parish tree stock.

In recent weeks a mature Turkey Oak has had to be removed from the Prep School playground. Although the tree was in the Conservation Area, the felling was sanctioned by the UDC Tree Officer. The school had, it would seem, presented adequate grounds for the removal to take place.

At the present time there are no outstanding matters concerning TPO's, dangerous or diseased trees that have come to my attention.

### **Footpath Warden's Report - Position vacant (Information from Bryan Grimshaw)**

There have been no major problems with the footpaths in the village this year. However ECC Highways have been out to verify the correct line of Footpath 80 where it leaves Chelmsford Road and they are actively investigating the matter.

The popular village Footpath Map has now been re-printed and copies are available from the village shop.

### **Felsted United Charities Report – by Cllr Corinne Walker (Council Representative)**

The Charities have made donations to Farleigh Hospice, Felsted Friendship Club, Essex and Herts Air Ambulance Service and Uttlesford Crossroads this year.

Grants have also been made to nine residents of the parish who made an application for assistance.

### **Botelers Educational Trust Report - by Cllr Graham Harvey (Trust Chairman)**

The Trust has not met during the last 12 months due to the very small income generated by the invested funds. No donations have been made within the last 12 months by the Trust.

### **Crix Green Mission Hall Trust Report - by Cllr Graham Harvey (Council Representative)**

The Trust has met twice during the last year. The cottage attached to the Mission Hall has changed tenants and the state of repair within the cottage is currently maintained at a very high standard. Maintenance work at the Mission Hall this last year has been limited to a repair to the roof. The Trust is however considering having a toilet block built and we are currently obtaining estimates for this building work.

During the last 12 months no donations have been made. The Trust has investigated spending some of the considerable investment funds that it holds, amounting to some £23,000, for 'Educational Purposes' at

Felsted County Primary School. However no action has been taken pending a decision on the proposed new toilet block. I can report that the Mission Hall building is maintained in good order.

### **Felsted and Ford End District Nursing Association Report - by Penny Gant**

At their annual meeting in December 2012 the Association decided to donate:-

- £350 to Farleigh Hospice and
- £200 to Dunmow Blind Club

They also agreed to put aside funds for re-training villagers on the use of the defibrillator which is held in Lindsell's shop and the remaining funds were re-invested for future use.

The next annual meeting of the Association will be held on 5th December 2013.

### **Finance Report – by Peter Watson (Clerk)**

Below is a copy of the unaudited accounts for 2012-13. These accounts will be submitted for scrutiny by the Internal Auditor in May, following which they will be extracted onto the Annual Return which has to be submitted to the External Auditor by the end of June 2013.

I will highlight a few items of significance, especially where figures differ from the previous year. The largest single difference in figures is under Receipts where the Council received grants this year totalling £17,555. £5055 was received from the Big Society (Lottery) for the landscaping and 'sustainability' of the Playing Field Project. £1500 was granted by the RCCE towards the cost of producing the Felsted Parish Plan and £11,000 came from UDC. £1000 of this was used to purchase Diamond Jubilee commemorative mugs for all local children and the remaining £10,000 was specifically granted towards the cost of constructing toilets in the Playing Field.

Donations were also received from the Village Events Committee (£4010.00) and the Playing Field Project Group (£1348.62) and along with the grant from UDC this enabled the toilets to be constructed at only minimal cost to the parish.

As far as payments are concerned, the cost of the Village Attendant rose as he undertook additional tasks and consequently worked more hours. The salary costs for the Clerk and Assistant Clerk also increased as this was the first full year of the Council employing an Assistant Clerk.

The main projects were those already outlined above, namely the toilets in the Playing Field, the landscaping of the Playing Field shrub borders and the Heritage Boards. The other large expense this year was the repair work required to the Pavillion following a break in where all the copper piping and tanks were stolen. Most of this cost was however repaid by our Insurance company.

The Council ended the year with a healthy reserve much of which is earmarked for specific future projects such as toilets in the centre of the village and a car park for the Playing Field.

**Felsted Parish Council**  
Year End 31 March 2013

	2011 - 12		2012-13	
	£	£	£	£
Opening Balance		£ 84,289		104,430
<b>RECEIPTS</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Precept	60,000		60,000	
UDC Grant for 2013/4	-		-	
Allotments Rents	653		1,028	
Playing field rent	250		2,950	
Bank Interest Barclays	1		1	
Grants	-		17,555	
Donation by Village Events Committee	-		4,010	
Donation by Playing Field Project Group	-		1,349	
Contribution by Felsted School to Heritage Trail	-		1,522	
Payment of claim for burglary	-		1,764	
Sundry other receipts	50		-	
MUGA Income (lettings)	-		-	
V A T refund	3,731		-	
<b>Total Receipts</b>	<u>3,731</u>	<u>£ 64,685</u>	<u>-</u>	<u>90,178</u>
<b>PAYMENTS</b>				
<b>Salary and Expenses</b>				
Salary - Clerk	7,419		6,615	
- Assistant Clerk	646		3,115	
Income Tax & National Insurance	222		23	
Payroll Administration	243		246	
Clerk/Asst Clerks Expenses	246		324	
Councillors' Expenses	104		-	
		<u>8,879</u>	<u>-</u>	10,323
<b>Street Lighting</b>				
Public Lighting Maintenance	1,320		1,087	
Public Lighting Electricity	1,623		1,656	
		<u>2,942</u>	<u>-</u>	2,743
<b>Administration</b>				
Rent URC Hall/Office	1,500		1,500	
Rent – lockup storage	330		730	
Ravens Crescent Field Rent	102		102	
Memberships and Subscriptions	751		774	
Printing (Newsletter)	436		565	
Telephone/Fax/Broadband	394		508	
Professional Fees	-		-	
Admin/Planning System Support	116		95	
Stationery and Equipment	297		417	
Replacement laptop	-		-	
Software	-		-	
Audit Fee	1,750		650	
Training	292		515	
Hire of halls	198		95	
		<u>6,165</u>	<u>-</u>	5,950
<b>Maintenance, repairs and upkeep</b>				
Hedgecutting	285		358	
Grass Cutting	4,925		5,180	
Spiking Playing Field	-		300	
Civic Amenity Collections	776		-	
Green Waste collections	-		-	
Allotments water supply	379		119	
Pavilion electricity	79		156	
MUGA electricity	9		196	
Footpaths maintenance	19		-	

	2011 - 12		2012-13	
	£	£	£	£
Hire of CAT detector	60		-	
Investigation of Pavilion drain	180		-	
Pest control, allotments	48		-	
Playing Field toilets locking/unlocking	-		20	
Village Attendant	<u>3,344</u>		<u>4,463</u>	
		10,103		10,791
<b>Sundry</b>				
Play equipment inspection & repair	138		75	
Planting	377		506	
Allotments maintenance	250		271	
Pavilion repairs	-		2,613	
Replacement of gates	324		-	
Tree maintenance	260		475	
Notice Board Repairs/replacements	-		-	
Signs for Memorial Hall Car Park	-		-	
Signs for Village Car Park	-		410	
Election expenses	105		-	
Gritting	292		-	
Miscellaneous	<u>87</u>		<u>192</u>	
		1,832		4,541
<b>Projects</b>				
Allotment Water Supply Installation	-			
New Play Equipment	818			
Village Car Park	497			
Playing Field Improvements/Car Park	1,121		4,470	
Playing Field Toilet			16,795	
Village Toilets				
Footpath Map			95	
Wild Life Project				
Power supply to MUGA	70			
New Street Lights			240	
CCTV	684			
Information Tables			2,072	
HM Queen's Diamond Jubilee celebrations	351		2,852	
Maintenance Equipment	<u>655</u>			
		4,195		26,524
<b>Miscellaneous</b>				
Council Property (bins, safety equipment, signs)	1,944		126	
Donations	150		615	
Bank charges	5			
Risk Assessment				
Insurance	<u>4,625</u>		<u>2,119</u>	
		6,724		2,859
VAT paid		3,701		6,348
<b>Total Payments</b>		<u>£ 44,543</u>		<u>70,079</u>
<b>Closing Balance</b>		£ 104,430		124,529
<b>Includes Reserves carried forward:</b>				
Capital Projects Reserve (Public Toilets, Playing Field car park,		£ 50,000		50,000
Repairs & Maintenance Reserve		£ 6,900		£ tba
Risk Assessment Reserve		£ 900		£ tba
General Reserve		£ 46,630		74,529

## Felsted Parish Council – Your Councillors

### **Graham Harvey – Chairman**

Molehill Green, Felsted  
01245 362521  
[felstedpc@btinternet.com](mailto:felstedpc@btinternet.com)

### **John Moore - Chairman of Finance Committee**

Bannister Green, Felsted  
01371 820734

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### **Alan Thawley - Vice Chairman**

Bannister Green, Felsted  
01371 821009

### **Peter Rose**

Molehill Green, Felsted  
01245 361887

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### **Richard Freeman**

Cobblers Green, Felsted  
01371 820309

### **Caroline Scott-Bowden**

Braintree Road, Felsted  
01371 820926

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### **Nicholas Hinde - Chairman of Highways Committee**

Chelmsford Road, Felsted  
01371 820054

### **Corinne Walker**

Braintree Road, Felsted  
01371 822602

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### **Fiona Hitchcock**

Molehill Green, Felsted  
07870 954961

### **Chris Woodhouse – Chairman of Planning Committee**

Hollow Road, Felsted  
01245 361361

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**VACANCY**

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## **District Councillors (Uttlesford District Council)**

### **Stephanie Harris**

[clrharris@uttlesford.gov.uk](mailto:clrharris@uttlesford.gov.uk)

**VACANCY**

## **County Councillor (Essex County Council)**

### **Simon Walsh**

01371 810451

## Parish Council Contact Details

**PARISH COUNCIL OFFICE:** URC Hall, Stebbing Road, Felsted, Essex CM6 3JD

The Office is open every **Monday 10-12.30pm** and **Wednesday 4 -6.30pm** and visitors are welcome.

If you have a query outside these times please ring the office number **01371 823071** and the call will be diverted to the Clerk.

Alternatively you can e-mail the Clerk on [felsted@watsonic.co.uk](mailto:felsted@watsonic.co.uk)

or visit the website [www.felstedparishcouncil.co.uk](http://www.felstedparishcouncil.co.uk)

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