

## FELSTED PARISH COUNCIL

### Minutes of the 1030th Meeting held on 4 May 2016

at 7:30 pm in the URC Hall.

**Present:** Councillors Graham Harvey (Chairman), Andy Bennett, Richard Freeman, Nicholas Hinde, Anna McNicoll, John Moore, Peter Rose (left after Item 16/31), Alan Thawley, Chris Woodhouse and Stephanie Woodhouse.

District Councillors Marie Felton and Alan Mills and 11 members of the public were also present.

16/21 **Election of Chairman**

It was proposed by Cllr Thawley, seconded by Cllr Rose and unanimously agreed to re-elect Cllr Graham Harvey as Chairman for a 12<sup>th</sup> consecutive year. Cllr Harvey signed his Acceptance of Office.

16/22 **Election of Vice Chairman**

It was proposed by Cllr Thawley, seconded by Cllr Freeman and unanimously agreed to re-elect Cllr Chris Woodhouse as Vice Chairman.

16/23 **Apologies for Absence and Declarations of Interest**

Apologies had been received from Councillor Frances Marshall and from County Councillor Simon Walsh.

16/24 **Public Forum**

**24.1 Request for speed restriction in Jollyboys Lane South** – Potholes had recently been filled along this road but a motorcycle accident had occurred and a speed restriction was requested. It was agreed to ask County Cllr Walsh to look into this request.

**24.2 Causeway End Road plot clearance** – Members noted that contractors had turned up to clear this site last Thursday. But after Cllr Freeman pointed out the law relating to wildlife protection they agreed to leave. It was hoped that no further attempt would be made to clear the site during the summer months (bird nesting season). It was agreed that local residents would keep a record/photograph local wildlife. Clerk

**24.3 Renaming Bury Chase car park** – Members noted that longstanding Felsted resident Laurie Woodley had recently died. Some years ago he had provided land to extend the Bury Chase car park and it was suggested that the car park should be renamed “Woodleys car park” as a mark of respect to this Felsted family. It was agreed that the Clerk would approach the family for their agreement and that the matter would be discussed at the next meeting.

**24.4 ‘Nationwide Tree Care’ flyer being delivered around the village** – Concern was expressed as to whether this was a genuine company after they pressurised an elderly resident to have work undertaken. Further investigations would be carried out and if appropriate the Police would be informed and a cautionary item put on the website. All

**24.5 Rubbish dumped at Willows Green** – It was agreed that the Clerk would report that tree cuttings had recently been dumped near the sewage works in Molehill Green Road. She would also re-report the other items that had been dumped in the vicinity some months ago. Clerk

16/25 **Minutes of the Meeting held on 6 April 2016**

These Minutes were approved and signed by the Chairman.

16/26 **Minutes of the Planning Committee meetings held on 21 April 2016**

Members received and noted the contents of these Minutes which would be formally signed at the next meeting of the Planning Committee.

16/27 **Matters arising from the April Council meeting**

**27.1 Vans and skip at property in Station Road (Item 16/02.2)** – Members were pleased to note that the skip had been removed from the driveway so releasing more off road parking space for the residents vehicles.

**27.2 Hedge cutting at allotments and playing field (Item 16/05.5)** – Members noted that the hedge cutting had been completed and that the contractor had later returned to roll down

the ruts caused by the tractor in the soft soil behind the pitch at the playing field. The Clerk had liaised with the Felsted School groundsman and arranged for the small pieces of debris that had fallen on the school grounds to be removed by the village attendant.

**27.3 External defibrillator and training (Item 16/05.6)** - Members noted that the Prep School were likely to install an external defibrillator on their premises which would be available to the public but final confirmation was still awaited. The 12 places available on the defibrillator training session had been filled with 1 further volunteer on the reserve list.

**27.4 Superfast Essex Broadband (Item 16/07.2)** – The Clerk had circulated new information on superfast broadband availability in the Willows Green, Bartholomew Green, Molehill Green areas to Councillors living in that area for their information.

**27.5 Order for Cushionfall (Item 16/09.1)** – Members noted that a quote had belatedly been received from Playdale at a cost of £3185 plus VAT. This included both delivery and installation of the Cushionfall on the play area. The quote from Giffords did not include installation. The Clerk would press Giffords for a delivery date as this matter was becoming urgent.

Clerk

**27.6 First Aid course (Item 16/20.1)** – Cllr Bennett reported that the course had been very informative course with a good tutor. The Clerk presented him with a certificate for completing the course.

**27.7 Litter Pick on 9 April (Item 16/20.4)** – The Clerk reported that there had been a good attendance at the Litter Pick despite wet weather during the morning. More than 30 bags of rubbish had been collected along with 2 cones, a car tyre and builders fencing.

**27.8 Planting of daffodil bulbs (Item 16/20.5)** – Cllr Chris Woodhouse suggested that bulbs be planted in the Hollow Road area in the autumn.

#### 16/28 **Appointment of Council Representatives on external bodies**

It was proposed by Cllr McNicoll, seconded by Cllr Moore and unanimously agreed to confirm the following appointments for one year, unless otherwise stated:

<b>Memorial Hall Committee</b>	Cllr Alan Thawley
<b>Botelers Education Trust</b>	Cllr Graham Harvey (confirmed to 2016-17), Cllr Peter Rose and Cllr Chris Woodhouse
<b>Playing Field Group</b>	Cllr Alan Thawley Cllr Anna McNicoll
<b>Felsted United Charities *</b>	Cllr Graham Harvey (confirmed to 2018) Corinne Walker [non-Council] (confirmed to 2018) Bryan Grimshaw [non-Council] - appointed to 2019 Frances Marshall
<b>Crix Green Trust</b>	Cllr Graham Harvey ( <i>ex-officio</i> ) Cllr Chris Woodhouse and Cllr Peter Rose
<b>Essex and Uttlesford Associations of Local Councils</b>	Cllr Andy Bennett

\*Members noted that the Felsted and Ford End Nursing Association had now amalgamated with Felsted United Charities and all monies had been transferred to FUC.

#### 16/29 **29.1 Appointment of Committee Members**

<b>Planning Committee (7 members)</b>	Cllr Chris Woodhouse (Chairman) Cllr Nicholas Hinde Cllr Richard Freeman Cllr Anna McNicoll	Cllr Graham Harvey Cllr Alan Thawley Cllr Andy Bennett
<b>Highways Committee (5 members)</b>	Cllr Nicholas Hinde (Chairman) Cllr Andy Bennett Cllr Frances Marshall	Cllr Richard Freeman Cllr Peter Rose
<b>Finance Committee (5 members)</b>	Cllr John Moore (Chairman) Cllr Peter Rose Cllr Stephanie Woodhouse	Cllr Graham Harvey Cllr Frances Marshall

<b>Health and Safety Working Group</b>	Cllr Graham Harvey Cllr Nicholas Hinde	Cllr Richard Freeman Cllr John Moore
<b>H R Working Group</b>	Cllr Chris Woodhouse Cllr Frances Marshall	Cllr Richard Freeman
<b>Neighbourhood Plan Steering Group</b>	Cllr John Moore – Council Representative [plus Cllrs Alan Thawley, Richard Freeman, Nicholas Hinde and Clerk Diane Smith are Group members]	
<b>Website Working Group</b>	Cllr Andy Bennett and Cllr Richard Freeman	

## 29.2 Appointment of Officers

<b>Youth Representative</b>	Cllr Anna McNicoll
<b>Passenger Transport Representative</b>	Bryan Grimshaw [non-Council]
<b>Emergency Planning Representative</b>	Cllr Graham Harvey
<b>Tree Warden</b>	Dr Andrew Hynd [non-Council]
<b>Footpath Wardens</b>	Malcolm Raggett and Nick Pollard [non-Council]
<b>Local History Recorder</b>	Jules Wallis [non-Council]

### 16/30 **Adoption of Code of Conduct, Standing Orders and Financial Regulations**

It was proposed by Cllr Moore, seconded by Cllr Thawley and unanimously agreed to adopt:

- 30.1** A Code of Conduct based on the Local Authorities (Model Code of Conduct) Order 2007
- 30.2** A statement of the 10 General Principles of Conduct in Public Life set out in the Relevant Authorities (General Principles) Order 2001
- 30.3** Standing Orders based on the new NALC Model as adopted in September 2014.
- 30.4** Financial Regulations based on the new NALC Model as adopted in September 2014

### 16/31 **Appointment of Responsible Financial Officer and Internal Auditor / Confirmation of Bank Account signatories**

It was proposed by Cllr Moore, seconded by Cllr Rose and unanimously agreed that the Clerk, Diane Smith, should be appointed as the Council's Responsible Financial Officer and that Maurice Howard should continue as the Council's Internal Auditor.

The Bank signatories were confirmed as Cllr Harvey, Cllr Moore and Cllr Chris Woodhouse (any 2 Councillors to sign).

Cllr Rose left the meeting at the end of this item.

### 16/32 **County and District Councillor Reports**

**32.1 County Councillor's Annual Report** -The report included details of an increase in the County Council's element of Council Tax for 2016-17 of 1.99% plus the 2% Social Care Precept along with details of savings made and the protection of front-line services. It also gave details of the new waste plant at Basildon which is in 'test phase' and of ECC consultations on the new waste plan and children's centres.

**32.2 District Councillor's Report** – The report included details of the new Saffron Walden Museum store facility, UDC Business Workshops on 20 and 27 April in Great Dunmow and a new police front desk opening at the UDC Offices in Saffron Walden.

### 16/33 **Correspondence**

**33.1 EALC Subscriptions** – Members noted that the subscription would increase from £520.11 to £550.92 for the 2016-17 financial year.

**33.2 Came and Company renewal of Insurance Policy for 2016-17** – Members noted that the annual premium had increased to £1953.45 because of a forthcoming rise in Insurance Premium Tax. It was agreed that the Clerk would add the new street light in Garnetts Lane and the new notice board outside Linsells to the policy.

**33.3 Request from George Bellingham-Smith for a beacon to be erected for use at future celebrations** – It was agreed that the Clerk and Chairman would investigate how much a beacon might cost and that the matter would be considered further at the next meeting.

Clerk

Clerk /  
Chairman

- 33.4 Essex Playing Fields membership renewal** – The renewal was due but the Clerk had been unable to open the online portal to renew it. She was therefore awaiting manual confirmation of the membership fee. Clerk
- 33.5 Superfast Essex Broadband** – Members noted that Superfast Broadband was recorded as being available in the Bartholomew Green/ Molehill Green areas via County Broadband. It was agreed that the Clerk would write pointing out that this service was much more expensive than using other providers. Clerk
- 33.6 Sport England Active Places data platform** – It was agreed that the Clerk would check the accuracy of the data already held on this database and amend as necessary. Clerk
- 33.7 CVSU Funding Bulletin** – It was agreed that the Clerk would look into funding opportunities for providing drinking water at children’s play areas and improvements to football pitches). Clerk
- 33.8 East Anglian Children’s Hospital (EACH)** – It was agreed to consider the request for a donation when the ‘Donation List’ was next updated (Finance Committee meeting). Finance Committee

16/34

**Finance**

- 34.1 Payments** -The list of payments on p9 was approved plus the following payment to: Acumen Wages Service – April salary admin - £24.00 (Cheque number 102350)
- 34.2 Receipts** – Members noted the following receipts: £33,339.50 First instalment of 2016-17 Precept from UDC and £27 Allotment rent.
- 34.3 Approval of the 2015-16 Annual Governance Statement** – This document had been studied in detail at the Finance Committee meeting immediately prior to this meeting. It was proposed by Cllr Moore (Finance Committee Chairman), seconded by Cllr Stephanie Woodhouse and unanimously agreed to approve the Annual Governance Statement.
- 34.4 Approval of the 2015-16 Annual Accounting Statements and the 2015-16 Audit Return** - These documents had been studied in detail at the Finance Committee meeting immediately prior to this meeting. It was proposed by Cllr Moore (Finance Committee Chairman), seconded by Cllr Stephanie Woodhouse and unanimously agreed to approve the Annual Accounting Statements and the 2015-16 Audit Return. The documents were accordingly signed by the Chairman. The Clerk would forward the Audit Return to the External Auditors after it had been countersigned by the Internal Auditor. The Chairman thanked the Clerk for all her work dealing with the Council finances. Clerk
- 34.5 UDC Community Project Grant fund** - It was agreed to consider making an application towards the cost of additional play equipment once costings were known. The Playing Field Committee would also consider making a contribution towards the new play equipment. Clerk

16/35

**Playing Fields**

- 35.1 Insurance claim for Zip wire accident in October 2014** – There had been no further developments so it was agreed to consider this matter again at the next meeting.
- 35.2 Fields in Trust Scheme for the Playing Fields** – The Asst Clerk reported that he was attempting to clarify the Council’s ownership of Bannister Green. He agreed that this work would be completed for the next meeting. Asst Clerk
- 35.3 Request for additional play equipment at Ravens Crescent play area** – The Clerk provided members with an indication of the cost of providing swings (with or without a wet pour base). The Clerk and Cllr Stephanie Woodhouse would meet with representatives of the Watch House Green Residents Group and establish exactly what additional equipment they felt was required. Cllr Stephanie Woodhouse / Clerk
- 35.4 Request for Outdoor Gym equipment at the main playing field** – The Clerk gave members an indication of the different types of outdoor gym equipment and their respective costs (Trim Trail or individual items of aerobic exercise equipment). It was agreed that before proceeding further the views of residents should be sought regarding the type of equipment that would be preferred (website/magazine/notice boards) and the amount of people who would be likely to use it. Clerk

16/36

**Proposed diversions to Footpaths 77 and 116**

Cllr Chris Woodhouse, Malcolm Raggett, Bryan Grimshaw and the Clerk had met Simon Taylor of ECC Highways and the Manager of Lord Rayleighs Farms on site to discuss these proposed diversions. The Council representatives explained their concerns and Simon Taylor agreed to contact the owners of Hole Farm and obtain their opinion of the diversion of

Footpath 77 and also contact the owners of Stevens Farm and resolve the current blockage of Footpath 44.

- 16/37 **Parking outside Linsells shop**  
The Chairman and Clerk had not yet met with Richard Silcock as he had been away. This matter would be considered again at the next meeting.
- 16/38 **'Road with no name' at Bannister Green**  
The Asst Clerk had contacted UDC immediately after the last meeting and highlighted the Council's objections to a requirement for 100% agreement by residents for any change of road name, instead of the 66% figure previously indicated by officers. UDC Officers agreed to draw this to the attention of the Cabinet members and subsequently the Cabinet agreed the new regulations but subject to further discussion on the modification of the percentage at their next meeting. Asst Clerk
- 16/39 **Bi-annual Parish tree survey**  
A second quotation for the tree works had not yet been received so it was agreed to consider this matter again at the next meeting. Clerk
- 16/40 **Proposed Nature Area / Section 106 Agreement with Enodis**  
Members noted that a recent solicitor's e-mail indicated that Enodis would want to restrict any use of part of the site for a burial ground for the first 2 years of the Section 106 Agreement. The Chairman, Cllr Chris Woodhouse and the Clerk had arranged to meet David Whipps of Holmes and Hills to go through the Section 106 Agreement in detail. Chairman/  
Cllr C  
Woodhouse/  
Clerk
- 16/41 **Youth Council Working Group**  
Members noted that Cllr Marshall had contacted all those on the list from the Neighbourhood Plan survey (with one known reply to date). She had also spoken to all students at Felsted School with the permission of the Headmaster and those eligible will receive a follow-up email, sent out by the School. The Assistant Head of Notley High School had also agreed to pass on details of the Felsted Youth Council project to those students within the catchment area. Cllrs Hinde  
and  
Marshall  
and A/Clerk
- 16/42 **Felsted Neighbourhood Plan**  
Members considered a request from the NPG for further funding. It was proposed by Cllr Moore, seconded by Cllr Freeman and unanimously agreed to grant £5000 to the Group in the 2016-17 financial year. The first instalment of £2500 would be paid at the June meeting and the remainder when requested later in the year. The Group would be holding the Housing Needs Public Consultation event on Saturday 14 May in the Grignon Hall at Felsted School from 10am to 1pm.
- 16/43 **Clerk's Matters**
- 43.1 Emergency Plan** – The Asst Clerk agreed to arrange a meeting of local representatives before the next Council meeting (suggested date 27 May 2016). Asst Clerk
- 43.2. Weekly Police Crime Lists** – It was noted that a wheel had been removed from a van at Felsted School (thieves interrupted) and there had been 3 other thefts from neighbouring parishes (Flitch Green and Little Dunmow).
- 43.3 Village of the Year prize money** – The Clerk had obtained a range of costings for a commemorative bench but after some discussion it was agreed to look into the cost of a good quality seat from Barlow Tyrie as this was likely to be more durable. Clerk
- 43.4 Assets of Community Value** – The Asst Clerk was still attempting to verify ownership details of the next group of assets before submitting the application to UDC. It was agreed to consider this matter again at the next meeting. Asst Clerk
- 43.5 Future production of Felsted News** – Cllr Moore and the Clerk had met the Editor of Interface (Kitty Drury) and discussed the proposed insertion of a PC Supplement into Interface 3 or 4 times a year. The PCC were very much in favour of the idea but a lot of practical details would need to be discussed and agreed. It was suggested that the PC would need to pay for the entire Interface print run (approx. 1200 copies) on the months where the PC Supplement was included as delivery would be required to every house in the village whereas Interface is normally only delivered to subscribers. The PC agreed to this in principal and the Editor would be asked to obtain accurate costings for consideration at the next meeting. Clerk

**43.6 Felsted Market Cross** – The Clerk had spoken to the Village History Recorder and the Felsted School Archivist but a date had not yet been set for a meeting.

Clerk

**43.7 CAA changes to Stansted Flightpaths** – A letter had been sent to the CAA (and copied to other interested parties including Sir Alan Haselhurst MP) highlighting the problems of increased overflying of Felsted following the change to Stansted departure flightpaths in February 2016. Cllrs Bennett and Freeman had subsequently met with Stansted Airport Ltd and been informed that there would be a ‘post implementation review’ of the changes in February 2017 and that the comments made in the PC letter would be taken into account during the review process. It was agreed to encourage individual residents to also register their complaints (either with the new system in general or with specific planes) so that these would be logged onto the CAA data record. Members noted that further changes to flightpaths were likely in 2020 as part of Phase 2 of LAMP. The Chairman thanked Cllr Bennett for all his work on this topic.

Cllr  
Bennett &  
Clerk

16/44

## **Planning Decisions and New Applications**

### **44.1 DECISIONS RECEIVED SINCE THE PREVIOUS COUNCIL MEETING**

UTT/15/3696/FUL and UTT/15/3697/LB **Hartford End Mill, Hartford End, Felsted**  
Demolition of lean-to extension and erection of two storey side extension and the raising of the roof-height. External alterations including installation of metal stove flue, installation of timber louvre to loft area in southern and northern elevations and alterations to fenestration. Further changes and alterations to roof and wall materials. Internal alterations to allow the conversion of the building into a single dwelling annexed to Mill House.

#### **Planning Permission Refused 4 April 2016**

*“The proposed development would cause harm to the rural character of its countryside setting fail to provide suitable opportunities to use sustainable transport modes harm the setting of the Grade II\* listed Hartford End Mill and the Grade II listed Hartford End Mill House.” (Listed Building Permission refused previously).*

UTT/15/3792/FUL **Land adjacent to B1417 near A120 junction, Braintree Rd, Felsted**  
Erection of detached poultry shed utilising permitted improved access (ref.UTT/13/2057/FUL), provision of yard, and landscaping.

#### **Application Withdrawn 6 April 2016.**

UTT/16/0377/HHF **Pump Court, Mill Road, Felsted**

Proposed demolition of existing outbuilding and erection of replacement outbuilding for recreational use.

#### **Permission Granted 15 April 2016.**

UTT/16/0390/FUL **Lindens, Mill Road, Felsted**

Proposed demolition of existing dwelling and construction of replacement dwelling and detached garage (revised scheme to that approved under UTT/15/2281/FUL).

#### **Permission Granted 1 April 2016.**

UTT/16/0520/HHF **Cromwells, Watch House Green**

Proposed first floor extension.

#### **Permission Granted 15 April 2016.**

UTT/16/0623/LB **Felsted Post Office, Station Road, Felsted**

Retention of 5 no. replacement windows.

#### **Permission Granted 22 April 2016.**

UTT/16/0636/HHF **23 Evelyn Road, Willows Green**

Proposed single storey side and rear extension, garage conversion and new storm porch.

#### **Permission Granted 29 April 2016.**

UTT/16/0639/PDE **Greengages, 1 New Houses, Hartford End**

Proposed single storey rear extension - extending 4.3m from rear wall, maximum height 3.87m and height to eaves 2.37m.

**No objection 4 April 2016.**

**Tree work applications decided:**

UTT/16/0640/TPO **Fairfield House, Bakers Lane, Felsted**

Light Reduction by 1m, remove any major deadwood 2 no. Oaks.

**Permission Granted 20 April 2016.**

UTT/16/0701/TPO **Richmond House, Causeway End Road, Felsted**

Reduce crown of 1 no. Field Maple to a height of 5.5 metres (TPO-9/98/52 T31).

**Permission Granted 25 April 2016.**

UTT/16/0818/TPO **Tudor Cottage, Braintree Road, Felsted**

Reduce crown by 4m & lift crown by 6m 1 no. Ash.

**No objections 25 April 2016.**

UTT/16/0819/TCA **Tudor Cottage, Braintree Road, Felsted**

Fell and replace with appropriate sized replacement 1 no. Conifer.

**Permission Granted 25 April 2016.**

UTT/16/1018/TCA **Briar Cottage, Braintree Road, Felsted**

50% Canopy reduction 1 no. Blackthorn.

**No objections 22 April 2016.**

**44.2 APPEAL DECISION RECEIVED SINCE LAST MEETING**

UTT/15/1746/OP **Land SW of 2 Stane House, Dunmow Rd, Stebbing**

Outline application with all matters reserved for the erection of 3 no. dwellings.

Permission Refused 31 July 2015. Appeal lodged 15 January 2015.

**Appeal Dismissed 22 April 2016:** (*"The proposed dwellings would not be appropriate in principle in such a location in the light of local and national would cause harm to the character and appearance of the area and conflict with Policies would conflict with paragraph 17 of the [National Planning Policy] Framework which The limited benefit these dwellings would have to the overall supply of housing in the area would be demonstrably outweighed ... by the inappropriate location of this development and harmful effect it would have on the character and appearance of the area."*)

**44.3 APPLICATIONS TO BE CONSIDERED AT THE 19 MAY PLANNING MEETING:**

UTT/16/0953/FUL **1 - 4 Mill Lane, Hartford End, Felsted**

Proposed two storey rear extensions.

UTT/16/1071/FUL **Land adjacent to Aylands, Bannister Green**

Erection of 1 no. dwelling complete with outbuilding and related infrastructure.

UTT/16/1106/FUL and UTT/16/1107/LB **Andrews House, Braintree Road, Felsted**

Conversion of school to dwelling. Demolition of rear extension and outbuildings and erection of two storey over basement rear extension. Single storey lean-to front extension.

Replacement porch. Replacement windows, works to roof including insertion of rooflights and erection of chimney. Alterations to internal layout including new partition walls and reopening of fireplaces and insertion of new staircase and removal of existing staircase. Erection of boundary wall, alterations to existing boundary wall including raising height of western boundary wall, and new gates. Erection of metal railing fence and gate.

UTT/16/1149/PDE **Larch House, Chelmsford Road, Felsted**

Proposed single storey rear extension extending 6.5m from rear wall, maximum height 3.916m and height to eaves 3m.

**44.4 UDC and BDC Call for Sites** – There had been no further developments so it was agreed to discuss these matters at the next meeting.

**44.5 Catesby Planning application UTT/16/0287/OP (55 dwellings on land to the south of Braintree Road)** – District Cllr Mills reported that this application was scheduled to be considered at the UDC Planning Committee meeting on 1 June with a site meeting likely to take place earlier the same day. He would confirm times as soon as they were available. It was agreed that the Council should be represented at the site meeting and Cllr Chris Woodhouse agreed to attend and speak at the UDC Planning Committee meeting.

Cllr Chris Woodhouse

16/45 **Urgent Matters and items for the next Agenda**

**45.1 Renaming Bury Chase Car Park** – Following the recent death of Lawrie Woodley members supported the suggestion that the car park should be renamed ‘Woodleys Car Park’ in recognition of the contribution made to the village by this well known local family. The Clerk would contact the family to establish if they would be in favour of this suggestion.

Clerk

**45.2 Fly tipping in passing place between Cock Green and Cobbler Green** – The Clerk agreed to report this fly tipping.

Clerk

The meeting closed at 9.29 pm

**Next Planning Committee Meeting: Thursday 19 May in the URC Hall at 7.30 pm**  
**Next Highways Committee Meeting: Wednesday 25 May in the URC Hall at 5.00 pm**  
**Next Council Meeting : Wednesday 1 June in the URC Hall at 7.30 pm**

.....  
 Chairman 1 June 2016

FELSTED PARISH COUNCIL  
Meeting 4 May 2016, Agenda Item 12 — Correspondence

*Councillors wishing to see any of these documents, please contact the Clerk.*

1. UDC – Community Project Grant Scheme 2016-17
2. ECC - Roadworks in Leez Lane, Crix Green Road and Jollyboys Lane South - Free compost giveaway – Great Notley Country park on 5 May 2016 - Making the Links – April 2016
3. EALC – Increase in subscriptions for 2016-17 - April Legal Update
4. Came and Company – Renewal quotation w.e.f. 1 June 2016
5. Letter from G Bellingham-Smith requesting PC consider purchasing a beacon
6. Essex Playing Fields – Membership renewal for 2016-17
7. Police – Launch of Uttlesford’s new Community Policing Team
8. Superfast Essex Broadband – Update on broadband availability in Willows Green, Molehill Green and Bartholomew Green.
9. Sport England – Active Places Data platform
10. CVSU Funding Bulletin (includes grants for providing drinking water at children’s play areas and improvements to football pitches)
11. EACH – Request for a donation
12. SLCC – Extraordinary General Meeting on 10 June 2016



## Unpaid List – May 2016

	Date	Num	Memo	Open Balance	Cheque number
<b>Acumen Wages Service</b>					
	05/04/2016	13518	Salary admin - year end	48.00	
Total Acumen Wages Service				48.00	102338
<b>Andy Bennett</b>					
	27/04/2016		Mileage to meeting at Stansted Airport	13.50	
Total Andy Bennett				13.50	102339
<b>Command Pest Control Ltd</b>					
	05/04/2016	756839	Quarterly visits April to July 2016	54.00	
Total Command Pest Control Ltd				54.00	102340
<b>DA Dempsey</b>					
	11/04/2016		3 planting barrels plus compost	152.00	
Total DA Dempsey				152.00	102341
<b>DM B Smith</b>					
	03/05/2016		Clerk's salary - April 2016	643.50	
	03/05/2016		Clerks expenses (£194.41) and mileage (£19.80)	214.21	
Total DMB Smith				857.71	102342
<b>EALC</b>					
	01/04/2016	6429	EALC/NALC Affiliation fee 2016-17	550.92	
	18/04/2016	6817	Playground inspection course 26.5.16	100.00	
Total EALC				650.92	102343
<b>EON</b>					
	01/04/2016	H12C951BCA	Street lighting electricity - Jan to March 2016	662.14	
	15/04/2016	HEE4D8175	Pavilion electricity - 13.3 to 13.4.16	18.78	
	22/04/2016	H12DEB5F79	MUGA electricity 15.3 to 21.4.16	41.15	
Total EON				722.07	DD
<b>Keith Schorah</b>					
	14/04/2016	dw eb1104-i0008	12 mths web hosting/addition to homepage	174.00	
Total Keith Schorah				174.00	102344
<b>MD Landscapes (Anglia) Ltd</b>					
	24/04/2016	417	Grass cutting - April 2016	756.00	
Total MD Landscapes (Anglia) Ltd				756.00	102345
<b>Peter J Watson</b>					
	03/05/2016		Asst Clerk's mileage - April 2016	4.50	
	03/05/2016		Asst Clerk's salary - April 2016	209.40	
Total Peter J Watson				213.90	102346
<b>R Chapman</b>					
	03/05/2016		Locking toilets etc 4.4. to 1.5.16	80.00	
Total R Chapman				80.00	102347
<b>SP Barnard</b>					
	03/05/2016		Village Attendant - April 2016	412.50	
Total SP Barnard				412.50	102348
<b>Tamlyn and Son</b>					
	05/03/2016		Hedge cutting at allotments and playing field	693.00	
Total Tamlyn and Son				693.00	102349
<b>TOTAL</b>				<b>4,827.60</b>	