

## FELSTED PARISH COUNCIL

### Minutes of the 1106th meeting held on 7<sup>th</sup> December 2022 at 6:30 pm in the URC Hall

- Present:** Councillors Graham Harvey (Chairman), Alec Fox, Richard Freeman, Hywel Jones, Penny Learmonth, Frances Marshall, John Moore, Andrew Parker, Roy Ramm and Richard Silcock along with 11 members of the public. Also present were District Councillors John Evans and Sandi Merrifield. In attendance: The Clerk, the Assistant Clerk and the RFO.
- 22/255 **Apologies for Absence**  
Apologies had been received from Cllrs Andy Bennett, Frances Marshall and County Councillor Martin Foley.
- 22/256 **Declarations of Interest**  
None received.
- 22/257 **Public Forum**  
The Parish Council will consider annually strimming around trees growing on the mound near the Muga.
- 22/258 **Minutes of Meeting 1105 held on 2<sup>nd</sup> November 2022**  
These Minutes were approved and were signed by the Chairman.
- 22/259 **Minutes of the Highways Committee Meeting held on 9th November, the Planning Committee Meeting held on 15th November 2022 and the Finance Committee Meeting held on 23rd November 2022**  
These Minutes were noted and would be formally approved at the next meetings of the respective committees.
- 22/260 **Ride London** - This event will be taking place on Sunday 28<sup>th</sup> May 2023 and the PC noted that once again Felsted will be part of the route. A representative from Ride London informed the PC that they are hoping for 25,000 cyclists to take part in the event in 2023. Having listened to feedback following this year's event Ride London intend to address issues raised. Access for carers will be co-ordinated in a more effective way and the clear up process will be more rigorous. A sweeper system will pick up straggling cyclists enabling the roads to be reopened earlier. Local volunteers are being sought to marshal the event bringing with them a knowledge of the area. More information can be found at: <https://www.ridelondon.co.uk/news-and-media/latest-news/ridelondon-essex-returns-in-2023>
- 22/261 **Matters Arising from the Council Meeting held on 2<sup>nd</sup> November 2022**
- 261.1 UDC Tree Planting Initiative (Item 22/240.2)** - The PC were advised that the trees / hedging are ready for delivery. A quote from JCM Services for £2590 plus VAT to plant them in various locations around the Nature Area was proposed by Cllr Andrew Parker, seconded by Cllr Richard Freeman and unanimously accepted. The PC noted that this will be paid for out of funds held by the Nature Area Working Group.
- 261.2 Water Supply (Item 22/244.8 (ii))** - The RFO has informed Affinity Water that bills are not being received for the supply to the public toilets / pavilion. The water company have not yet responded.
- 261.3 Churchyard Wall (Item 22.248)** - The PC were advised that their responsibility for the closed churchyard extended to any boundary walls / fences owned by the church. Ownership of the wall in question is yet to be established.

**261.4 Public Toilets Automatic Timer System (Item 22/253.2)** - Healthmatic attended site and carried out remedial works to the automatic timer system that locks / unlocks the doors. The toilets are now once again locking overnight.

**22/262 County Councillor Report**

Members noted the report from County Councillor Martin Foley which contained updates on highways issues and information on his work as Chair of ECC's Youth Strategy Group and the growth in Youth Clubs in the Uttlesford area. Anyone interested in developing a youth club in Felsted was encouraged to contact County Cllr Martin Foley.

**22/263 District Councillors Report**

Members noted the [report](#) from the District Councillors which contained information on the housing land supply now at 4.89 years' just below the required 5 years; the Levelling up and Regeneration Bill currently before the Commons which might lead to an amendment to required housing numbers (currently 701 in Uttlesford) and council finances where some areas of expenditure have increased beyond the levels originally budgeted.

**22/264 Solar Farms**

The PC noted that there are already 2 solar farms in Felsted with another 2 at consultation stage. There are not any current planning applications for additional solar farms in Felsted although it is possible following recent consultations that applications may be made. The PC acknowledged that various views may be held by individuals, as whilst green energy is generally regarded as desirable there are many concerns about solar farms being built on prime agricultural land, what happens when they are decommissioned and the change large solar farms would cause to the character of Felsted. The PC agreed that whilst every case would be looked at on its merits they would be concerned about cumulative proposals leading to ever increasing percentages of the parish being covered in solar panels. Should planning applications for solar farms be made these will be discussed by the PC's Planning Committee. Residents are encouraged to attend those meetings to express their views.

**22/265 Correspondence**

Members noted the Correspondence received (see pages 7/8) including the following:

**265.1 Highways Rangers** - The PC noted that ECC have withdrawn it's funding to UDC for the Highways Ranger service and considered a request from UDC to contribute £1 per registered voter to help keep the service going. The PC agreed that they were not in favour of contributing, preferring to use funds to pay specifically for any works required in Felsted.

**265.2 Felsted History Sign** - The PC were advised that a sign needs to be moved from the front garden of a residential property. They agreed that the sign could be relocated next to the one at the front of Woodley's car park. The Clerk will liaise with the resident.

**265.3 The Swan Pub**

**i) Complaints** - The PC were advised that complaints had been received re smashed glasses, rubbish and vomit left in the vicinity of The Swan pub on Station Road. The Clerk will write to The Swan requesting that they inspect the area around both the pub and the roadside on a daily basis clearing up any mess found. A copy of the letter will be sent to the licensing authority.

**ii) Letter of thanks** - The Clerk will write to Mrs Silcock on behalf of the PC thanking her for regularly clearing up mess from both Station Road and Woodley's car park.

**265.4 Little Dunmow Planning Application UTT/21/3596/OP** - The PC noted that whilst a resident had requested that the PC try to stop the "proposed development" at Moors Farm, Station Road, UDC have already approved the application. The minutes of the UDC Planning Committee meeting that approved the application can be found at:

<https://uttlesford.moderngov.co.uk/documents/g5988/Printed%20minutes%2031st-Aug-2022%2010.00%20Planning%20Committee.pdf?T=1>

**265.5 Royal British Legion** - The PC noted a request / proposal from the Royal British Legion for their summer use of part of the car park as an outside space. This will be discussed at the next Parish Council meeting on 11<sup>th</sup> January 23.

## 22/266 Finance

**266.1 Payments** - Members considered the list of payments on page 9. Proposed by Cllr Roy Ramm, seconded by Cllr Alec Fox the payments list was unanimously approved.

**266.2 Receipts** - Members noted receipts of £2,206 consisting of: £400 recovery of excess re insurance claim re Bus Shelter damage in August 2021; £150 donation towards the Felsted Christmas Tree event by CM6 Ices; £351 allotment rentals; £250 football pitch hire fee and £1,055 Felsted Focus Advertising.

**266.3 YTD Budget Review** - Members considered the budget review on page 10. It was noted that whist finances are currently running at a predicted surplus some catch up work is expected to reduce the amount by the end of the financial year.

**266.4 Consideration and Approval of 23-24 Budget** - The Finance Committee unanimously recommended the Budget to the full PC (minute F22/65). Proposed by Cllr Roy Ramm, seconded by Cllr John Moore the budget on page 11 was unanimously agreed.

**266.5 Consideration and Approval of 2023-24 Precept** - The Finance Committee unanimously recommended the Precept to the full PC (minute F22/65). Proposed by Cllr Roy Ramm, seconded by Cllr John Moore members unanimously agreed the precept of £113,950 on page 12. The PC noted that this equated to an increase of 3.8 % per property which was an increase of 25p per month for a band D property.

**266.6 Local Government Pay Award 22-23** - The PC were advised that the Local Government Pay Award for 22/23 had been accepted by unions and equated to a £1 per hour increase applied to all pay scales back dated to April 2022. Minimum annual leave was also increased by 1 day to 23 days for service of up to 5 years. Additionally, the Personnel Committee recommended that in recognition of the RFO achieving the Filca qualification he would move one point up the pay scale. Proposed by Cllr Roy Ramm, seconded by Cllr John Moore the RFO's move up the pay scale together with the pay / annual leave award for all staff was unanimously agreed.

22/267 **Youth Representative** - Proposed by Cllr Graham Harvey, seconded by Cllr Alec Fox, Molly Bennett was unanimously appointed to join the Parish Council as Youth Representative.

22/268 **CCTV Review** - The Parish Council were provided with two quotes for replacement CCTV to cover the playing field and the muga. These quotes will be considered by the Finance Committee at their next meeting on 22<sup>nd</sup> February 23.

22/269 **Privacy Policy / Publication Scheme** - Previously circulated for consideration, it was proposed by Cllr John Moore, seconded by Cllr Alec Fox and unanimously agreed to approve both the Privacy Policy and the Publication Scheme.

22/270 **20's Plenty for Essex Campaign** - Proposed by Cllr Alec Fox, seconded by Cllr John Moore the PC unanimously agreed to support the 20's Plenty for Essex campaign by calling on Essex County Council to implement 20mph speed limits in Felsted and throughout the county on streets where people live, work, shop, play or learn, with 30mph as the speed limit of exception on roads where full consideration of the needs of vulnerable road users allows a higher limit.

22/271 **Community Initiative / Locality Funds** - It was agreed that grant applications would be made to both of these funds applying to each for the cost of one new large capacity bin at a cost of approximately £550 to be located in the main play area. If these grants are awarded the Clerk will purchase two new bins.

22/272 **Zero Carbon Communities Grant** - The PC agreed that an application would be made to UDC's Zero Carbon Communities Fund for a grant of £1200. If awarded Essex Wildlife Trust will be appointed to assess various sites around the parish that are currently part of the PC's grass cutting programme. Advice on ways to increase the biodiversity of those areas would be supplied in the form of a management plan.

## 22/273 Football Pitches

**273.1 Damage to Pitches** - The PC were advised that teams other than those that officially hire the pitches were practising on them in winter conditions potentially making the pitches unplayable for the teams that hire them for matches. The Clerk will contact the teams concerned and ask them not to use the pitches in the winter months.

**273.2 Rayne Youth** - The PC were advised that Rayne Youth who already hire the 9 aside

pitch for matches on a Sunday had asked for permission to additionally use the 11 aside pitch for occasional Sunday match play. Due to concerns about potential damage to the pitch permission would be given but only for the under 13's to play on the pitch every other Sunday. This would be an official hiring. The Clerk will liaise with the Secretary of Rayne Youth to agree a fee.

22/274 **Cleaning Public Toilets / Pavilion** - The PC agreed that the Clerk would place advertisements for a cleaner on the PC website / notice boards / in the Felsted Focus.

22/275 **Robinia at Main Play Area** - The PC considered two quotes to substantially prune the Robinia located at the main play area. Proposed by Cllr Roy Ramm, seconded by Cllr Richard Freeman the quote from JCM Services for £750 to reduce the height / spread of the tree by 5 metres was unanimously accepted.

22/276 **Annual Maintenance of Churchyard** - The PC discussed the wildlife area in the churchyard and agreed it looks unsightly once the plants die back. They were advised that relatives struggle to access graves within the wildlife area. The PC noted that the current cost for the annual maintenance of the churchyard was £2800 which included just one annual trim of the wildlife area. Proposed by Cllr Richard Freeman, seconded by Cllr John Moore a revised quote from JCM Services for £3300 for the annual maintenance of the entire churchyard including regular strimming of the wildlife area was unanimously accepted.

22/277 **Felsted Community Trust Formation Status** - Cllrs Roy Ramm and Richard Freeman met with Mulberry Homes and advised the PC that construction of the new doctors' surgery may commence in January 2023. A new bank account in the name of Felsted Community Trust for the express purpose of collecting rents from the doctors' surgery going forward was therefore urgently needed. Due to the lack of progress with opening up a bank account with Nat West it was agreed that Cllrs Graham Harvey or Frances Marshall would set up a Community Trust bank account with Metro Bank. Cllrs Graham Harvey and Frances Marshall will be dual signatories.

22/278 **Christmas Tree** - The tree lighting event on Saturday 3<sup>rd</sup> December was well attended. The PC are extremely grateful to JCM Services for their help with the tree. The Chairman thanked all concerned particularly Felsted Choral Society for their wonderful singing.

22/279 **Chairman's Matters** - The footpath that runs from Mole Hill Green to Willows Green needs to be cleared. The Village Attendant will be asked to assess it.

22/280 **Clerk's Matters**

**280.1 Crix Green Fire Extinguishers** - The fire extinguishers at the Crix Green Mission Hall were inspected in October and an additional extinguisher installed. The cost of the inspection (£86.20 plus vat) and the cost of the new extinguisher (£80 plus vat) has been invoiced / paid by the Parish Council. It was proposed by Cllr Roy Ramm, seconded by Cllr Richard Silcock and unanimously agreed that the RFO will raise an invoice to the Crix Green Mission for reimbursement of these costs.

**280.2 Dog Show** - The date of the 2023 dog show which will be held on the main playing field is scheduled for Sunday 10th September 23.

**280.3 Parish Council Christmas Closure** - As agreed by the PC's Personnel Committee the Parish Council office/phone lines will be closed from the 23<sup>rd</sup> December 22 to 2<sup>nd</sup> January 23 inclusive to facilitate staff holidays.

**280.4 Lime Trees in Churchyard** - The PC were advised that UDC granted permission to pollard the Lime trees in the Churchyard, the Diocese however refused permission for the works. The Clerk will contact the diocese to clarify responsibility / liability for the trees.

22/281 **Planning Applications and Decisions**

**281.1 Applications to be Considered at the next Planning Meeting**

**[UTT/22/3121/HHF](#) - Conway Causeway End Road**

Proposed rear balcony and canopy to rear elevation of existing dwelling

**[UTT/22/3057/FUL](#) -Tarcquita Braintree Road**

Demolition of existing dwelling and outbuildings and erection of 1 no. replacement dwelling and garage The existing dwelling has been refused for 3 mortgage applications on account of build

quality and it is required that the structures be demolished

**UTT/22/3093/LB - Larks Bannister Green**

Internal alterations: 1. Removal of an internal partition between breakfast room and store. 2. Removal of wall linings to internal wall between dining room and breakfast room, retention of exposed studs, sole plate and masonry plinth. 3. Provision of new door to existing opening in partition adjacent to staircase.

**UTT/22/3178/DFO - Land East And North Of Clifford Smith Drive Watch House Green**

Details following outline application UTT/19/2118/OP for the erection of up to 41 no. dwellings - details of appearance, landscaping, layout and scale. Application to discharge conditions 7 and 8 (Surface Water Drainage), 11 (access arrangements), 12 (pedestrian link), 17 (Reptile Mitigation Strategy), 18 (CEMP Biodiversity), 19 (Biodiversity Enhancement Strategy) and 22 (Energy Statement)

*Clerk's Note: Several additional late submissions were discussed (please see Planning Committee Meeting [Minutes](#) for detail).*

**281.2 Decisions Received Since Previous Council Meeting**

**UTT/22/2629/LB - West Manor 11 Station Road**

Removal of internal wall to rear range comprising removal of door and window opening - insertion of structural beam support over. Relocation of basement floor access hatch with amendment to floor joists. Relocation of double timber door set to living room/hall with infill above. Upgrade glazing to existing conservatory comprising installation of secondary glazing panels and replacement triple glazing to rooflight. Removal and infill of window panel to east end of conservatory. Waste pipe route through internal wall to basement below. Lining of existing wall and ceiling of conservatory area with insulation and finishes. Replacement of internal door leaf.

**Permission Refused - 11<sup>th</sup> November 2022** 'it will result in the considerable loss of historic wall fabric at ground floor level which will also further erode understanding of the historic plan form. The proposals would cause harm to the significance of the listed building, and would fail to preserve its special interest.'

**UTT/22/2544/OP - Land East Of Kunduchi Rayne Road**

Outline application with all matters reserved, with the exception of access and landscaping, for 8 detached dwellings

**Permission Refused - 23<sup>rd</sup> November 2022** 'it would, by virtue of its urbanisation of the site intrude into the open countryside; detrimental to the character and appearance of the area and countryside setting'

**UTT/22/2537/HHF - Hawkins Braintree Road**

Demolition of rear conservatory and erection of single storey rear extension to form dining room. Erection of extension to create covered passage between dining room and existing kitchen

**Permission Granted - 24<sup>th</sup> November 2022**

**UTT/22/2471/HHF - The Bungalow 1 Aylands Farm Bannister Green**

Replacement external doors and windows, new patio doors and new external cladding

**Permission Granted - 30<sup>th</sup> November 2022**

**281.3 Appeals to be Considered at the next Planning Meeting**

**UTT/21/1897/FUL (APP/C1570/W/22/3305506) - Bury Farm Bury Chase**

Proposed erection of 1 no. Dwelling with associated garaging and landscaping.

**281.4 Appeal Decisions Received Since Previous Council Meeting**

**UTT/21/3641/FUL - The Oak House Bannister Green**

Erection of 1no. detached dwelling, with associated curtilage, vehicular access from public highway, off-street car parking, and landscaping.

**Appeal Dismissed - 3<sup>rd</sup> November 2022**

**UTT/21/1891/FUL - Glan Howy Bannister Green**

Erection of 1 no. detached dwelling

**Appeal Dismissed - 4<sup>th</sup> November 2022**

22/282 **Urgent Matters**

**282.1 Upgrade to Three Valleys Water Tower at Garnetts Lane** - The PC agreed that whilst they had no objection to the proposed upgrade to the ariel system telecommunications installation at the water tower located in Garnetts Lane, the Clerk would contact Clarke Telecom advising them to seek permission from the owner of the tower.

**282.2 Jolly Boys Lane North Antisocial Behaviour** - The PC were advised that individuals were meeting in the early hours at this location. The Clerk will advise the Police Community Support Officer.

22/283 **Proposals for Future Agenda Items**

**Coronation Event** - An event in Felsted is being planned to celebrate the Coronation of His Majesty King Charles III. This will be on the agenda of the next PC meeting on 11<sup>th</sup> January 23.

There being no further business the meeting closed at 9.27pm

Next Meetings:

Next Planning Committee Meeting: Tuesday 20th December 22 online at 6.00 pm

Next Council Meeting: Wednesday 11th January 23 in the URC Hall at 6.30 pm

..... 11<sup>th</sup> January 2023  
Chairman

## Correspondence List – December 2022

|   |
|---|
| <p>1. UDC:</p> <ul style="list-style-type: none"><li>a) Local Plan Revised Timetable (fwd to Asst Clerk for Planning Committee 4/11)</li><li>b) Taxi and Private Hire Vehicles Consultations (circ. to PC 4/11)</li><li>c) Passenger Transport Survey (circ. to PC 4/11)</li><li>d) Uttlesford specific data from the Census 2021 (circ. to PC 4/11)</li><li>e) Foodbank Information Pack (circ. to PC 13/11)</li><li>f) Rough Sleeper Count - Tuesday 15<sup>th</sup> November</li><li>g) Design Code for Uttlesford Workshops (circ. to PC 13/11)</li><li>h) Draft Developer Contribution Planning Document Consultation runs until 6<sup>th</sup> January 2023 (fwd to Asst Clerk for Planning Committee 17/11)</li><li>i) Boundary Commission for England - Review of Parliamentary Constituencies final proposals (circ. to PC 28/11)</li><li>j) Highways Rangers - withdrawal of ECC funding / request for replacement funding from parishes (circ. to PC 05/12)</li><li>k) Festive Bin Collections (circ. to PC 05/12)</li></ul> |
| <p>2. ECC:</p> <ul style="list-style-type: none"><li>a) Temp. Closure of Stevens Lane commencing 12th December 2022 for 5 days. The closure is required while Affinity Water undertakes new connection works (circ. to PC 17/11)</li><li>b) Consultation re 2023/24 budget open until 28 November (circ to PC 4/11)</li><li>c) Update re Essex Climate Action (circ. to PC 17/11)</li><li>d) Essex Bus Strategy Forum 21<sup>st</sup> November (fwd to PC's Transport Rep 18/11)</li><li>e) Food Support and Winter Warm Essentials Fund (circ. to PC 1/12)</li><li>f) Gigabit broadband voucher scheme (circ. to PC 3/12)</li><li>g) DigiGo 25% Off All Weekend Journeys in December! (circ. to PC 05/12)</li></ul>  |
| <p>3. EALC:</p> <ul style="list-style-type: none"><li>a) NALC Local Government pay offer accepted by unions (Personnel Committee advised 18/11)</li><li>b) Transport East - Rural Mobility Survey open until 16<sup>th</sup> Dec.<br/>(circ to PC 8/11)</li></ul>   |
| <p>4. Essex Police:</p> <ul style="list-style-type: none"><li>a) Horse Riding Volunteers Scheme (circ. to PC 17/11)</li><li>b) Details of new digital Essex Police Newsletter (circ. to PC 24/11)</li><li>c) Police, Fire and Crime Bulletin (circ. to PC 24/11)</li></ul>  |
| <p>5. Transport East - Rural Mobility Survey open until 16<sup>th</sup> Dec. (circ. to PC 4/11)</p>   |
| <p>6. Affinity Water</p> <ul style="list-style-type: none"><li>a) Water Resources Update (Circ. to PC 17/11)</li><li>b) Consultation on draft Water Resources Management Plan. Running until</li></ul>  |

|   |
|---|
| 20 February 2023 (circ. to PC 18/11)  |
| 7. Greater Cambridge Partnership - Making Connections consultation open until 23/12 (circ to PC 1/12)   |
| 8. Farleigh Hospice's Tree Recycling / Collection Service (circ. to PC 24/11)   |
| 9. Resident Letters: <ul style="list-style-type: none"> <li>a) Bins at Main Play Area – <i>will be discussed under agenda item 16</i></li> <li>b) Felsted History sign in front garden. Needs to be relocated (although happy for it to remain on their property).</li> <li>c) Swan Inn - Increasing amount of pub related debris including broken glass left by pub's clientele. Request landlord be asked to inspect areas around the pub and along the roads to check for / clear up debris left by customers.</li> <li>d) Van dangerously / regularly parked overnight at junction of Causeway End Rd / Chelmsford Rd – PCSO informed.</li> <li>e) Planning Application UTT/21/3596/OP Little Dunmow - residential development of up to 160 dwellings. Request for PC to try to stop proposal.</li> </ul> |
| 10. Clarke-Telecom: Proposed upgrade to Three Valleys Water Tower at Garnett's Lane (circ to PC 1/12) - <i>will be discussed under agenda item 26</i>   |
| 11. Stansted Airport Watch: November Newsletter - (fwd to Cllrs RF / AB 17/11)  |
| 12. RCCE: Essex Warbler November / December Edition (circ to PC 4/11 & 25/11)   |
| 13. CPRE: Campaign November Update (circ to PC 12/11)   |
| 14. Royal British Legion: Proposal re summer use of car park.   |



# Unpaid List – December 2022

|                                     | Date       | Num               | Memo  | Open Balance     | Payment Reference      |
|-------------------------------------|------------|-------------------|---|------------------|------------------------|
| <b>A &amp; J Lighting Solutions</b> |            |                   |   |                  |                        |
|                                     | 10/11/2022 | 36732             | Replacement lamp and photocell - o/s 5 Ladysmiths Cottages, Chelmsford Road   | 202.20           |                        |
| Total A & J Lighting Solutions      |            |                   |   | 202.20           | 221101                 |
| <b>Allotment Repayments</b>         |            |                   |   |                  |                        |
|                                     | 30/11/2022 | Kintrea - 10      | Repayment of receipt dated 03/10/22 - standing order not cancelled after plot given up  | 27.00            | 221102                 |
|                                     | 30/11/2022 | Yang - 38a        | Repayment of receipt dated 03/10/22 - standing order not cancelled after plot given up  | 27.00            | 221103                 |
| Total Allotment Repayments          |            |                   |   | 54.00            |                        |
| <b>Anglia Fire Protection</b>       |            |                   |   |                  |                        |
|                                     | 31/10/2022 | 108096            | Crix Green Mission Hall - New 3l water fire extinguisher  | 96.00            |                        |
| Total Anglia Fire Protection        |            |                   |   | 96.00            | 221104                 |
| <b>Astragraphic Design Ltd</b>      |            |                   |   |                  |                        |
|                                     | 25/11/2022 | AG00570           | Monthly charge for Adobe Software Creative Cloud Suite  | 51.98            |                        |
| Total Astragraphic Design Ltd       |            |                   |   | 51.98            | 221105                 |
| <b>atoz Supplies</b>                |            |                   |   |                  |                        |
|                                     | 22/11/2022 | 98228297          | Office Stationery - Lever Arch files, scissors, highlighters, paperclips, A4 paper  | 98.90            |                        |
| Total atoz Supplies                 |            |                   |   | 98.90            | 221106                 |
| <b>B &amp; H M Baker</b>            |            |                   |   |                  |                        |
|                                     | 30/11/2022 | 1827              | 24 box polys & 19 Compost   | 320.00           |                        |
|                                     | 30/11/2022 | 1830              | 4 Compost   | 32.00            |                        |
| Total B & H M Baker                 |            |                   |   | 352.00           | 221107                 |
| <b>Barbara Hollingsworth</b>        |            |                   |   |                  |                        |
|                                     | 30/11/2022 | Nov22             | Unlocking car park 1 - Nov 2022   | 75.00            |                        |
| Total Barbara Hollingsworth         |            |                   |   | 75.00            | 221108                 |
| <b>BT</b>                           |            |                   |   |                  |                        |
|                                     | 23/11/2022 | Q012 CX           | Telephone and broadband - 01/11/22 to 31/01/23  | 166.87           |                        |
| Total BT                            |            |                   |   | 166.87           | DIRECT DEBIT           |
| <b>E A L C</b>                      |            |                   |   |                  |                        |
|                                     | 13/11/2022 | 15987             | Charles Arnold Baker - 13th Edition   | 148.50           |                        |
| Total E A L C                       |            |                   |   | 148.50           | 221109                 |
| <b>E.ON Next - A-5081E963</b>       |            |                   |   |                  |                        |
|                                     | 17/11/2022 | 0013              | Ac # A-5081E963 - MUGA electricity for period 01/10/22 to 16/11/22 - MPAN 1030072525215 - Meter ...   | 24.29            |                        |
| Total E.ON Next - A-5081E963        |            |                   |   | 24.29            | DIRECT DEBIT           |
| <b>E.ON Next - A-A7593EE9</b>       |            |                   |   |                  |                        |
|                                     | 30/11/2022 | 0009              | Ac # A-A7593EE9 - Pavilion electricity 01/10/22 to 30/11/22 - MPAN 1012485770570 - Meter # D11W5...   | 53.86            |                        |
| Total E.ON Next - A-A7593EE9        |            |                   |   | 53.86            | DIRECT DEBIT           |
| <b>Felsted Memorial Hall</b>        |            |                   |   |                  |                        |
|                                     | 18/11/2022 | 18Nov22           | EICR Checks to toilets and pavilion supply undertaken by John Clark services at same time as Mem...   | 576.00           |                        |
| Total Felsted Memorial Hall         |            |                   |   | 576.00           | 221110                 |
| <b>JCM Services</b>                 |            |                   |   |                  |                        |
|                                     | 06/11/2022 | 1428              | Nature Area - Grounds Maintenance 4/4   | 240.00           | Metro 800028           |
|                                     | 06/11/2022 | 1408              | Allotment hedge reduction, all waste chipped  | 234.00           | 221111                 |
|                                     | 06/11/2022 | 1407              | Removal of grass cuttings from Felsted Church   | 288.00           | 221111                 |
|                                     | 06/11/2022 | 1415              | Parish and Church yard maintenance and hard surface spay 4/4  | 2,550.00         | 221111                 |
| Total JCM Services                  |            |                   |   | 3,312.00         |                        |
| <b>Mobile Thrones Ltd</b>           |            |                   |   |                  |                        |
|                                     | 22/11/2022 | 18147             | Deposit for 8x Portaloos for Coronation Event   | 204.00           |                        |
| Total Mobile Thrones Ltd            |            |                   |   | 204.00           | 221112                 |
| <b>NEST Pensions</b>                |            |                   |   |                  |                        |
|                                     | 30/11/2022 | Nov22 - C Schorah | Pension Contribution - C Schorah - Nov22  | 21.39            |                        |
|                                     | 30/11/2022 | Nov22 - H Read    | Pension Contribution - H Read - Nov22   | 107.01           |                        |
| Total NEST Pensions                 |            |                   |   | 128.40           | DIRECT DEBIT           |
| <b>NPower Business Solutions</b>    |            |                   |   |                  |                        |
|                                     | 03/11/2022 | 5118439           | AC # A0009232099 - Street light electricity for 01/10/22 to 31/10/22 - MPAN 1013095287825 & 1013...   | 1,349.81         |                        |
|                                     | 03/12/2022 | 5475921           | AC # A0009232099 - Street light electricity for 01/11/22 to 30/11/22 - MPAN 1013095287825 & 1013...   | 885.20           |                        |
| Total NPower Business Solutions     |            |                   |   | 2,235.01         | DIRECT DEBIT           |
| <b>Officials - Salaries</b>         |            |                   |   |                  |                        |
|                                     | 30/11/2022 | Nov22 - Salary    |   | 2,718.89         |                        |
| Total Officials - Salaries          |            |                   |   | 2,718.89         | 221113, 221114, 221115 |
| <b>Officials - Expenses</b>         |            |                   |   |                  |                        |
|                                     | 30/11/2022 | Nov22 - Exp       | Clerk's expenses - Nov2022- Zoom subscription, Google Suite & computer support package, working ...<br>Asst Clerk Expenses - Nov2022 - working from Home Allowance, mileage<br>RFO Expenses - Nov2022 - home working allowance, mileage | 209.23           |                        |
| Total Officials - Expenses          |            |                   |   | 209.23           | 221113, 221114, 221115 |
| <b>S P Barnard</b>                  |            |                   |   |                  |                        |
|                                     | 30/11/2022 | Nov22             | Village attendant - Nov 2022  | 840.00           |                        |
| Total S P Barnard                   |            |                   |   | 840.00           | 221116                 |
| <b>TOTAL</b>                        |            |                   |   | <b>11,547.13</b> |                        |

YTD Budget Review

**FPC - Budget Comparison to 15 November 2022**

|                                  | Budget 2022-23 |         | Actual 2022-23 |         | Year End Estimate |         | YE Estimate - Budget |         |
|----------------------------------|----------------|---------|----------------|---------|-------------------|---------|----------------------|---------|
|                                  | £              | £       | £              | £       | £                 | £       | £                    | £       |
| <b>Opening Balance</b>           |                | 59,782  |                | 59,782  |                   | 59,782  |                      |         |
| <b>RECEIPTS</b>                  |                |         |                |         |                   |         |                      |         |
| Precept                          | 106,000        |         | 106,000        |         | 106,000           |         | 0                    |         |
| Allotments Rents                 | 1,700          |         | 1,455          |         | 1,700             |         | 0                    |         |
| Playing field rent               | 500            |         | 500            |         | 500               |         | 0                    |         |
| Grants                           | 0              |         | 0              |         | 0                 |         | 0                    |         |
| Sundry other receipts            | 0              |         | 150            |         | 150               |         | 150                  |         |
| Magazine advertising & donations | 4,516          |         | 1,345          |         | 2,147             |         | -2,369               |         |
| <b>Total Receipts</b>            |                | 112,716 |                | 109,450 |                   | 110,497 |                      | -2,219  |
| <b>PAYMENTS</b>                  |                |         |                |         |                   |         |                      |         |
| Salary and Expenses              |                | 48,598  |                | 23,843  |                   | 38,411  |                      | -10,187 |
| Street Lighting                  |                | 5,453   |                | 5,332   |                   | 8,023   |                      | 2,569   |
| Administration                   |                | 11,523  |                | 7,421   |                   | 11,316  |                      | -206    |
| Maintenance, repairs and upkeep  |                | 40,807  |                | 28,036  |                   | 36,670  |                      | -4,137  |
| Projects                         |                | 6,958   |                | 3,096   |                   | 8,054   |                      | 1,096   |
| Sundry                           |                | 4,762   |                | 5,840   |                   | 5,915   |                      | 1,153   |
| <b>Total Payments</b>            |                | 118,101 |                | 73,568  |                   | 108,389 |                      | -9,712  |
| <b>Closing Balance</b>           |                | 54,397  |                | 95,664  |                   | 61,891  |                      | 7,494   |

## 2023-24 Approved Budget

Actual  
2021-22Estimated  
2022-23 Year EndApproved  
2023-2024 Budget

|  |                                  | £      | £              | £       | £              | £       | £              |
|--|----------------------------------|--------|----------------|---------|----------------|---------|----------------|
| <b>Opening Balance</b>                 |                                  |        | <b>99,286</b>  |         | <b>59,782</b>  |         | <b>61,891</b>  |
| <b>RECEIPTS</b>                        |                                  |        |                |         |                |         |                |
|  | Precept                          | 85,000 |                | 106,000 |                | 113,950 |                |
|  | Allotments Rents                 | 1,723  |                | 1,700   |                | 1,700   |                |
|  | Playing field rent               | 0      |                | 500     |                | 500     |                |
|  | Grants                           | 2,351  |                | 0       |                | 0       |                |
|  | Sundry other receipts            | 2,502  |                | 150     |                | 0       |                |
|  | Magazine advertising & donations | 3,263  |                | 2,147   |                | 2,150   |                |
| <b>Total Receipts</b>                  |                                  |        | <b>94,839</b>  |         | <b>110,497</b> |         | <b>118,300</b> |
| <b>PAYMENTS</b>                        |                                  |        |                |         |                |         |                |
|  | Salary and Expenses              |        | 34,210         |         | 38,411         |         | 42,013         |
|  | Street Lighting                  |        | 4,640          |         | 8,023          |         | 12,799         |
|  | Administration                   |        | 11,837         |         | 11,316         |         | 12,511         |
|  | Maintenance, repairs and upkeep  |        | 51,628         |         | 36,670         |         | 32,210         |
|  | Projects                         |        | 28,055         |         | 8,054          |         | 7,950          |
|  | Sundry                           |        | 3,973          |         | 5,915          |         | 5,257          |
| <b>Total Payments</b>                  |                                  |        | <b>134,343</b> |         | <b>108,389</b> |         | <b>112,742</b> |
| <b>Closing Balance - Accrual Basis</b> |                                  |        | <b>59,782</b>  |         | <b>61,891</b>  |         | <b>67,449</b>  |

**2023-24 Agreed Precept**

| <b>Taxbase details for 2023/24</b>          |                  |  |                |                |                                |
|---|------------------|--|----------------|----------------|--------------------------------|
|   |                  | <b>Comparison</b>                                  | <b>2022/23</b> | <b>2023/24</b> | <b>Increase / decrease (-)</b> |
| Town/parish taxbase (gross)                 | <b>1,476.07</b>  |  |                |                |                                |
| Local Council Tax Support discounts         | <b>(56.02)</b>   | Taxbase (gross)                                    | 1,430.17       | 1,476.07       | 45.90                          |
| Town/parish taxbase (net of LCTS discounts) | <b>1,420.05</b>  | LCTS discounts *                                   | <b>(58.44)</b> | <b>(56.02)</b> | 2.42                           |
|   |                  | Taxbase (net)                                      | 1,371.73       | 1,420.05       | 48.32                          |
| <b>APPROVED PRECEPT 2023/24</b>             | <b>£113,950</b>  |  |                |                |                                |
|   |                  | Precept  | 106,000.00     | 113,950.00     | 7,950.00                       |
| Net town/parish taxbase for 2023/24         | <b>1,420.05</b>  | Band D Council Tax                                 | £ 77.27        | £ 80.24        | £ 2.97                         |
| ACTUAL town/parish Band D figure 2023/24    | <b>£ 80.24</b> * | A reduction in discounts is an increase in taxbase |                |                |                                |
|   |                  | An increase in discounts is a reduction in taxbase |                |                |                                |
| increase / decrease (-)                     | <b>£ 2.97</b>    |  |                |                |                                |
| % increase / decrease(-)                    | <b>3.84%</b>     |  |                |                |                                |