



TAKELEY PARISH COUNCIL

The Old School Community Centre, Brewers End, Takeley, CM22 6SB

<https://www.takeleyparishcouncil.co.uk/>

E-mail: takeleyparishcouncil@outlook.com

Minutes of Takeley Parish Council Meeting held at the Old School Community Centre at 7.30pm

Present: Carol Pratt - Chair
Cllr Jim Backus
Cllr Patricia Barber
Cllr Pat Burnett
Cllr Richard Cheetham
Cllr Jackie Cheetham
Cllr Sue Sprules
Cllr Dom Roque
Cllr Trevor Allen
Cllr Sonia Carr
Graham Mann (member of the public)
Martin Peacey (member of the public)

Apologies: Cllr Linda Steer, Geoff Bagnall, Phil Bodsworth

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| 21/23 | <p style="text-align: center;"><u>WELCOME & APOLOGIES</u></p> <p>The Chairman Carol Pratt welcomed current members and two newly elected members Cllr Sonia Carr and Cllr Phill Bodsworth (absent). Cllrs noted both have signed the Declaration of Acceptance of Office and Register of Interests.</p> <p>Apologies were acknowledged as above.</p> <p>Members were asked to direct any comments through the Chairman. All parties present were reminded that proceedings may be filmed, recorded or photographed or otherwise reported about a person attending the meeting.</p> |
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| 21/24 | <p style="text-align: center;"><u>APPOINTMENT OF ROLES</u></p> <p><u>Chairman</u> Cllr Trevor Allen proposed Chairman Carol Pratt. Seconded by Cllr Pat Burnett. Cllrs resolved to appoint Cllr Carol Pratt as Chairman. Cllr Jackie Cheetham abstained from voting.</p> <p><u>Vice-Chairman</u> Chairman Carol Pratt proposed Cllr Geoff Bagnall. Seconded by Cllr Jackie Cheetham. Cllrs unanimously agreed to appoint Cllr Geoff Bagnall as Vice Chairman.</p> <p>Cllrs noted the absence of Cllr Geoff Bagnall. It was agreed he will sign the Declaration of Acceptance of Office at a later date in the presence of the Assistant Clerk.</p> <p><u>Committees</u></p> <p>Cllrs reviewed Committee members and resolved the following: Finance – Chairman Carol Pratt, Vice Chairman Geoff Bagnall, Cllr Tricia Barber, Cllr Richard Cheetham, Cllr Susan Sprules Planning – Chairman Carol Pratt, Cllr Pat Burnett, Cllr Tricia Barber, Cllr Jackie Cheetham, Cllr Sonia Carr</p> <p>Staffing Working Group – Chairman Carol Pratt, Cllr Pat Burnett, Cllr Tricia Barber, Cllr Susan Sprules, Cllr Jim Bacjus</p> |
| 21/24 | <p style="text-align: center;"><u>DECLARATIONS OF INTEREST</u></p> <p>Members were reminded that they should declare relevant interests at each meeting for items on the agenda and to request a replacement form if their circumstances have changed and their register of interests needs amending.</p> |
| 21/03 | <p style="text-align: center;"><u>MINUTES OF MEETING</u></p> <p>The minutes of meetings 05/03/21 and 07/04/21 were approved as an accurate record and signed by the Chairman.</p> <p>Cllrs noted the change in minute number format from April 2021. Financial year followed by sequential numbers.</p> |

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| 21/04 | <p style="text-align: center;"><u>PUBLIC PARTICIPATION</u></p> <p><i>This provides an opportunity for members of the public to raise questions and comment on items on the agenda or of import. Time for this session is limited to 15 minutes (03 minutes per person)</i></p> <p>Peter Hewett is to present under Planning section at the end of the meeting.</p> |
| 21/05 | <p style="text-align: center;"><u>DISTRICT AND COUNTY COUNCILLOR REPORT</u></p> <p>County Councillor Susan Barker submitted a written report:</p> <p>The last year has been an experience for all of us and a totally different way of working.</p> <p>Essex County Council became responsible for the sourcing and distribution of PPE, to care homes and special schools, delivering help with Food packages and vouchers and working with many 000's of volunteers to assist vulnerable residents with shopping, dog walking, collecting prescriptions etc. At the height of the pandemic we were receiving 1000 requests for help a day and these were being picked up by volunteers in less than a minute. Brilliant.</p> <p>We also arranged Holiday camps for children provided students with laptops and moved Library Story and Rhyme times on line.</p> <p>Libraries were closed and Librarians volunteered for jobs with Essex Welfare (now wellbeing) service , the registration service, business support and other roles.</p> <p>Grants to organisations have run into hundreds of £000s to keep organisations afloat that would have collapsed without financial support.</p> <p>Early in the pandemic Highways contractors suspended on site works causing delays to scheduled works and much needed pothole repairs. Once able to work they have had to be socially distance with a result that all work takes longer.</p> <p>All of us have adapted to working from home and this trend looks set to continue for large numbers of Essex staff, with office space adapted to enable Teams to come together to meet on occasions.</p> <p>In Uttlesford 98.5% of all reception age children have been awarded their first or second choice school and for those that didn't I will support any appeal. Essex is aware of the deficit of reception places for September 2021 and two reception classes will be provided at Helena Romanes.</p> <p>The new all through School in Great Dunmow was granted planning permission and we shall wait to see how the access arrangements work out. I agree with the Council that what is planned is far from ideal.</p> <p>I am very pleased that the resurfacing of Dunmow High Street was completed last Autumn and the By Pass earlier this year.</p> <p>In Takeley there is a scheme proposed to prevent cars driving straight across the Rodings Drive roundabout and also to look at parking in the proximity. Bus cages are also in the planning stage on the whole of Priors Green.</p> |

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| | I am delighted to have been re-elected as your County Councillor and look forwards to working with you. |
| 21/07 | <p style="text-align: center;"><u>FINANCE</u></p> <p>Councillors received the draft minutes and finance statement of the Finance Meeting dated April 29th 2021.</p> <p>Councillors unanimously resolved to reapply for the Unity Corporate Multipay Credit Card.</p> <p>Councillors ratified the cost of £250.00 for the Fire Risk Assessment at The Old School Community Centre.</p> |
| | <p style="text-align: center;"><u>VACANCIES</u></p> <p>1. Councillors noted 2 applicants for the role of Clerk and RFO. The Staffing group are due to meet on 25 May 2021 and to discuss next steps.</p> <p>2. The position of Cleaner has been filled by Annette Mann.</p> |
| 21/09 | <p style="text-align: center;"><u>RECREATION GROUND AND SPORTS FIELD</u></p> <p>Cllr Dom Roque informed Councillors replacement play equipment flagged in the RoSPA report of 2020 has been ordered and is due to be installed by Matt Jarrett in the next few weeks. The invoice totalling £713.40 incl. VAT has been received for payment.</p> <p>Councillors unanimously resolved to delegate all matters relating the maintenance and repair costs of the Sports Field and Recreation Ground to Cllr Dom Roque. It was noted these costs must fall within the financial budget of £1,000.00 for 21/22.</p> |
| | <p style="text-align: center;"><u>PLANNING</u></p> <p>Councillors received the draft minutes dated April 22nd 2021.</p> <p>Peter Hewett presented 'The urbanisation of the B1256 between Start Hill and Great Dunmow'. Copies of this presentation are available from Peter Hewett by request.</p> <p>Cllrs noted Peter Hewett is in the process of updating the Enough is Enough campaign leaflet. A meeting to discuss the joint Neighbourhood Plan with key stakeholders between Takeley, Broxted and Little Canfield is in the pipeline.</p> |

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| | Peter Hewett suggested Cllrs obtain the Neighbourhood Plan Roadmap document. |
| 21/22 | <p style="text-align: center;"><u>THE MEETING CONCLUDED AT 9.16pm</u></p> <p>All Full Council Agendas will be advertised in advance on the council's website and noticeboard.</p> <p>Members of the public can request to join the meeting subject to advance e-mail notification to the Clerk.</p> <p style="text-align: center;">The Press and the Public are always Welcome To Attend.</p> <p style="text-align: center;">Please contact the Assistant Clerk via e-mail if you wish to attend. E-mail: takeleyparishcouncil@outlook.com Assistant Clerk to Takeley Parish Council</p> <p style="text-align: center;"><i>Julia Potter</i></p> |

The next full council meeting is due to take place on Wednesday 16th June at 7:30 pm.