

STOCK PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD AT STOCK VILLAGE HALL, STOCK
ON MONDAY 10 JANUARY 2022 at 7.00pm
Formal acceptance will take place at the next Council Meeting

Present:

Chairman: Councillor P Fenwick

Councillor M Gray – Vice Chairman

Councillor M Rolph

Councillor J Walter

Councillor S Porter

Councillor M Taylor

Essex County Councillor/Chelmsford City Councillor (ECC/CCC) - Councillor I Grundy

Officers:

Public:

Mrs N Caton – Clerk

One

21-88 Chairman's Welcome

The Chairman opened the meeting and gave greetings for the New Year.

21-89 Apologies for Absence

Councillor J Millernas

RESOLVED: Accepted

21-90 Declaring of Interests

None.

21-91 Public Participation Session with respect to items on the Agenda

One member of the public was present but did not wish to address members of the Council.

21-92 Planning Matters

- a. 21/01470/FUL – 59 Well Lane, Stock Ingatestone CM4 9LZ - Demolition of existing dwelling. Construction of new dwelling and detached double garage, formation of new access, new wall, gates and extension of hardstanding.

RESOLVED: Objection raised.

- b. 21/02346/FUL- Elizabeth Cottage, Mill Road, Stock Ingatestone CM4 9RG - Demolition of existing dwelling, detached garage and outbuildings. Construction of replacement dwelling (revision to scheme approved under 20/00773/FUL- Relocation of dwelling slightly further into site and to increase basement size.

RESOLVED: Concerns raised.

- c. 21/02365/FUL – Merretts, Mill Lane, Stock Ingatestone CM4 9RY - Retrospective planning application for the installation of a concrete slab.

RESOLVED: Objection raised.

- d. 21/02462/FUL - Moonrakers, Whites Hill, Stock Ingatestone Essex CM4 9QD - Proposed new gate and railings to front boundary.

RESOLVED: Strong Objection raised.

- e. 21/05299/TPO – 5 Dakyn Drive, Stock Ingatestone CM4 9DJ - T1 – Oak – Corner of Dakyn Drive/Brookmans Road – works to balance the tree following the works to be carried out under consent of ref 21/05119/TPO and the work proposed under Dead and Dangerous exemption 21/05952/DD, notified separately; the addition of work involves the reduction of the branches on the south side of the tree closest

to the house by up to 2m to prevent lever arm failure and rebalance the tree as a whole. Reason: The work already carried out has left the tree unbalance with the clear potential for lever arm failure, on the branches extending towards 5 Dakyn Drive.

RESOLVED: All matters referred to Chelmsford City Council Tree Officers.

All comments of submission are public documents and can be viewed on the Chelmsford City Council [online planning portal](#) or by request to the Parish Council via the Clerk. clerk@stock-pc.gov.uk

- ii Chelmsford City Council Planning decisions received between 14 December 2021 and 10 January 2022 were tabled. A full report of all planning application decisions can be requested by contacting the Clerk clerk@stock-pc.gov.uk
The following Officer Reports, where the Council had not supported the application, but the case had been granted, were discussed for training purposes:
21/01551/FUL – Templeton House and 21/02069/FUL – 16 Myln Meadow.
- iii Planning enforcement notices received from Chelmsford City Council were tabled for discussion.

RESOLVED: All matters were noted.

21-93 Confirmation of Minutes

RESOLVED: The minutes of the meeting held on 13 December 2021 were agreed and signed by the Chairman as a true and accurate account of the proceedings of the meeting.

21-94 Highways and Maintenance

- a. Speeding – Councillors discussed a requirement for the Neighbourhood Speed Watch (NSW) team to undertake a speed assessment survey in an area between Honeypot Lane and Stock Road. The Clerk advised that contact with the NSW Co-ordinator had been unsuccessful to date.
- b. Parking – The Council received a verbal update report from Essex County Councillor/Chelmsford City Councillor I Grundy regarding parking concerns in Mill Road and Back Lane. It was reported that Officers from the South East Parking Partnership (SEPP) had attended prior to Christmas but that no report had been forthcoming to date

RESOLVED: To defer the matter until such time a report from SEPP has been received.

- c. Village Gateways – Councillor S Porter reported that the nominated contractor appointed to undertake installation of the pumps and planters at the village gateways will no longer be available to undertake the plan of works.

RESOLVED: Councillor P Fenwick to contact Mr M Hurst – Principal Heritage Officer (CCC) to discuss the proposed installations and plan to secure a quotation for Council agreement.

- d. Highways Safety – ECC/CCC Councillor I Grundy and Councillor M Rolph reported that residents of The Paddock had forwarded a plan of works to be undertaken to improve the exit way of the private road onto the High Street.

RESOLVED: Councillor M Rolph to contact Mr M Hurst – Principal Heritage Officer (CCC) for due permission to implement as the site lies within the Conservation Area. The purchase of a highways safety mirror by the residents has been made, however the location for installation is not as yet agreed.

- e. CCTV – Councillor P Fenwick reported that following discussions with Mr S Clarke – Public Protection Manager (CCC) proposed cameras to be placed at the Village Hall and All Saints Catholic Church would now not be required as gated entryways had been created for security purposes.

RESOLVED: Councillors P Fenwick and M Gray to meet with Mr S Clarke to hold

further discussions on the project and report to the next meeting.

21-95 Environment

- a. Hankins Wood – Councillor P Fenwick reported that Mr S Plumb – Chartered Landscape Architect has agreed to undertake an environmental survey of the area.
RESOLVED: A quotation to be received for Council discussion.

- b. The Common – Planting Scheme – Councillors S Porter and J Walter informed the Council that the hedge and tree planting to the rear/side of the Cricket Pavilion had been completed with an area adjacent Common Road still to be addressed under the main drainage plan to be undertaken. It was noted that a dead Cherry Tree requires removal, however this may be subject to removal permissions by CCC Tree Officers as the specimen lies within the Conservation Area.

Councillor P Fenwick tabled a quote for arboricultural impact assessment in accordance with BS 5837:2012 in the sum of £795 + VAT. Assessment to include the following:

- Tree survey of all trees within and immediately adjacent to the site boundary over 75mm diameter measured at 1.5m from ground level and notable shrubs and hedges
- Arboricultural Impact Assessment report suitable for local planning authority (LPA) submission.
- Tree Survey Plan.
- Tree Protection Plan showing suitable tree protection, retention and removals
- Tree Protection Specification and Tree Surgery Schedule.
- Arboricultural Method Statement
- Tree Preservation Order/Conservation Area Check.

RESOLVED: The Clerk to request invoices from contractors Drake Tree Landscaping in order that due payment can be made and pass forward Council thanks for an excellent service.

The Council agreed the quotation from Sharon Hosegood Associates Limited. Digital copies for reports and plan to be received via email. It was understood that site supervision visits with site supervision reports during works would incur additional cost of between £400-£500 ex VAT dependant on the time taken.

- c. The Common - Drainage and Car Park Project
RESOLVED: Item deferred until such time Councillor P Fenwick can report on any planning process to be undertaken and engagement of an agent on behalf of the Council.

- d. Bench – Mill Road
RESOLVED: Councillor S Porter to provide detail of materials and maintenance cost to the Clerk to raise a purchase order for works to be undertaken. Council agreed a budget of £475 ex VAT.

- e. Where does the water Go Project – Councillor M Rolph reported that an advertising campaign for volunteers to support the scheme should now be released on Social Media, webpage, Stock Press and Notice Boards and would forward a draft information leaflet to the Clerk to publish. The scope of the project would be to map drainage ways within Stock with short survey forms to be completed as to where and what water related drainage was present, its condition, whether pollution was present and whether invasive vegetation was found.

RESOLVED: ECC/CCC Councillor I Grundy to forward Climate Change grant funding information to Councillor M Rolph for application consideration.

Councillor M Rolph to contact potential volunteer sources for project assistance.

Clerk to purchase 12 Hi-Viz Vests for environmental project use.

- f. Playground Assessment and Report – Two quotes were tabled for consideration to undertake services on the play equipment on The Common. The Clerk reported that on a site visit undertaken on 5 January 2022, that the equipment may benefit from a light clean.

RESOLVED: It was agreed to raise a purchase order for Wicksteed Leisure Limited to carry out an unaccompanied Annual Inspection. The cleaning of the equipment to be undertaken prior to the site visit was not agreed, but would be addressed at a later date.

21-96

Community Initiatives and Events

- a. Rural Community Council of Essex – EALC - Affordable Housing for local people in Stock.

RESOLVED: Revisions to the proposed survey instructional letter were agreed. The Clerk to resubmit to RCCE with guidance to proceed to production for 950 units to be delivered to Council Offices for immediate distribution. All surveys to be returned by postal service directly to the RCCE for data collation. Deadline for submission return 31 March 2022 with online survey monkey also available.

- b. Stock Windmill – Asset of Community Value – Application by the Friends
Councillors P Fenwick and M Taylor recently met with a representative of Friends. 20 names and addresses of Stock residents have now been collated in support of the ACV. A proposed installation of a bespoke workshop on the site will be investigated in order that the windmill may be cleared of equipment and maintenance can then be undertaken to provide a working mill for the community, hopefully adding to local employment, tourism and locally produced food products for onward retail.

RESOLVED: Councillor M Taylor to assist the Friends in forwarding the ACV paperwork to Chelmsford City Council Legal Team. The Council agreed to continue to support the group to fruition of the project.

- c. Community Specials - Councillor M Rolph tabled three quotations for the printing of A5 leaflets inviting application to apply as a Community Special. Artwork provided by Essex Police. Crystal Print (£150), Black Square (£85) Heybridge (£87)

RESOLVED: The Council agreed to raise purchase order for 500 copies of each design at a cost of £87.00 from Heybridge Creative due to savings on additional delivery costs.

- d. Jubilee – June 2022 – Councillors S Porter, M Taylor and J Walter tabled a progress report

RESOLVED: A working party will be held w/c 17 January 2022.

The Clerk to submit participation notice to the official Queen's platinum Jubilee Beacon lighting ceremony co-ordination team.

The Clerk to release the provisional booking of the Village Hall facilities.

- e. Christmas Market 2022

RESOLVED: The Council agreed to progress with a working party in support of the community event which will be held on 3 December 2022. It was agreed that the event will be known as a Christmas Fayre with a theme of traditional artisan crafts, entertainment and local food provision.

Councillor P Fenwick to table event artwork for discussion at the next meeting.

- f. Play in the Park 2022 – The Clerk reported that unfortunately none of the advised dates fell in line with the Jubilee dates.

RESOLVED: Councillor S Porter to advise the Clerk of schemes previously purchased for application consideration. Deadline for submission 21 January 2022.

- g. Stock Cares – Councillor M Taylor reported that the group was fully functioning

from 31 December 2021 following partial closure during the COVID-19 pandemic. Twenty-four active members have resumed their roles under the Chelmsford Association of Voluntary Care Charity. Members of the community may request travel assistance to medical appointments or request medical prescription collection and delivery. The service benefits from free parking at Broomfield Hospital, where short appointment driver waiting can be arranged. It was reported that pre-pandemic over 225 assisted driver trips had been carried out. Stock Cares can be contacted via the Doctors surgery.

RESOLVED: Clerk to contact Stock Cares for contact detail to promote on social media.

21-97 Finance

a. Bank Balances

RESOLVED: Agreed in the following sums as at 31 December 2022.

Barclays Business Current Account £102585.33

Barclays Savings Account £87,938.42

b. The Monthly Schedule of Accounts Payable January 2022 was agreed for signature

- Heybridge Creative – Email hosting, revisions and implementation £60
- Drake Trees of Battlesbridge – Tree Planting £720.00
- Drake Trees of Battlesbridge – Soil, Ground Maintenance and Hedge Planting £672.00
- C R Swift Landscaping Limited – 3 x Christmas Trees – Installation and removal £630.00
- Staffing - £1606.34
- Fenwick P – Christmas Tree Lighting – Reimbursement £20

An Income of £1.47 (accrued interest) was noted as received on the Barclays Premium Account.

Petty Cash was recorded as £30.68.

RESOLVED:

The following quotations were agreed for future payment following services to be undertaken:

RCCE – Housing Survey – A revised quotation of £935.50

Sharon Hosegood – Tree Survey – The Common £795.00 ex VAT

c. Budget Review – Council members considered the Budget and Forecast for 2022-23 as provided.

RESOLVED: Approved.

d. Precept 2022-23 - Council members considered the Precept for 2022 as provided.

RESOLVED: That a precept of £49,174.00 be approved for 2022-23. This reflects an increase of £4,384 (2.5% increase). £1.07 on a band D property.

21-98 Essex County Council/Chelmsford City Council Report

ECC/CCC Councillor I Grundy reported on the following matters.

- Locally reported difficulties with Christmas refuse collections had been resolved
- The Royal Mail postal deliveries had been resolved within Stock but issues were still being experienced in the Chelmsford area.
- Annual budgets were currently being discussed despite a request to Government to move to a 4-yearly term.
- A consultation on library services and survey form can be accessed for completion at www.libraries.essex.gov.uk/media/1015667/draft-essex-library-services-strategy-summary.pdf
- A new walking app is now available by accessing www.gojauntly.com which links into local walkways supported by the Essex Ramblers Association
- A review of the 70mph speed limit from Crondon Park to the village gateways to

be considered with the assistance of an application to the Local Highways Panel.

21-99 Chairman's Report

No items for note or discussion were tabled.

21-100 Clerk's Report

The Clerks written report was noted. The following additional matters were tabled for general information.

- The Commemorative Plaque for HRH Duke of Edinburgh has been received and would be installed by Councillor P Fenwick.
- A report of two street lights not working in the High Street had been referred to Essex Highways, to determine ownership and maintenance responsibility.
- The flyposting at a location in Stock Hill has been removed.
- Request by the Clerk to table an agenda item at the next meeting for the implementation of a new accounts package – Quotation to be circulated.
- Stock and Buttsbury Bowls Club – advice sought regarding maintenance to a Spruce Tree had been referred to the Chelmsford City Council Planning Department.
- Banking Mandate – Councillor M Gray to complete and submit application.

- a. Appendix A– Highways Maintenance and Action Report.
Noted.

21-101 Administrative

- a. Training – Councillor M Taylor informed the Council of his request to attend the following EALC courses
Councillor Training – Modules 1-4 – 22 February and 8 March 2022 - £180 ex VAT
Funding and Applications – 19 May 2022 - £70 ex VAT

RESOLVED: Agreed. The Clerk to complete booking forms accordingly.

- b. Climate Presentation

RESOLVED: The presentation from an Essex County Council representative to be deferred until such time may be appropriate. Councillor M Taylor to continue to attend the suite of Climate courses currently being undertaken and to report to Council.

- c. Website – The Clerk reported that a review was currently being undertaken to ensure that compliance to regulation WCAG2.1AA -Transparency Code for Smaller Authorities was being undertaken. Webpage administrative authorisations were also under review to facilitate the requirement of minute and agenda posts.

RESOLVED: The Clerk to report at the next meeting. The Council agreed a £60 fee to Heybridge Creative to update and publish amendments currently required.

21-102 Any other Business

Members were invited to report any matters arising/received following the published date of the agenda. All matters requiring a resolution to be tabled at the next meeting.
Councillor M Gray

- Tree Planting – to discuss the creation of a map of possible key areas for a tree planting scheme in support of the Queens Green Canopy project.
- To minute a note of thanks to Councillors P Fenwick and S Porter for lighting the 2021 Community Christmas Trees.

Councillor S Porter

- Street Name Plate - Stock Road (Corner of Common Road and the High Street) report of damage – Councillor J Walter has made report to Chelmsford City Council (Ref RFFH6228349).

- Kerb Damage – reported at Valentines due to heavy vehicles.

Councillor M Taylor

- Bus Shelter Graffiti – (opposite The Hoop) – Clerk to note and forward under the

regular highway's maintenance listing to outside agencies. To report on available cleaning kits at the next meeting.

The next Council Meeting will be held on
14 February 2022 – 7.00pm – Stock Village Hall CM4 9NF

There being no further public business to be transacted, the Chairman closed the meeting at
9.14pm.

Signed Chairman

Dated