

STOCK PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD AT STOCK VILLAGE HALL, STOCK
ON MONDAY 14 FEBRUARY 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 J Millernas

Councillor J Walter

Councillor S Porter

Councillor M Taylor

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

Officers:

Mrs N Caton – Clerk

Public: 5 members of the public present

22-103 Chairman's Welcome

The Chairman opened the meeting and welcomed members of the public present.

22-104 Apologies for Absence

Councillor M Rolph.

RESOLVED: Accepted.

22-105 Declaring of Interests

Councillor M Taylor declared non-pecuniary interest in Agenda items 22-110 b and d.

22-106 Public Participation Session with respect to items on the Agenda

Members of the public were invited to address the Council. The following items were raised.

- Agenda item 22-107a – Site at the Lindens.

7.02pm *Councillor J Walter joined the meeting. One member of the public left the meeting*

- Agenda item 22-109a – Parking in the vicinity of the Primary School
- Stock Parish Council Website – Publication of minutes – The Chairman advised that the webpage is currently undergoing major revision. Copies of minutes are available upon request by contacting the Clerk or can be viewed on the Village Notice Boards in the interim.

7.06pm *Two members of the public left the meeting.*

- Proposed event – June 2022 – deferred to Agenda item 22-111

22-107 Planning Matters

- a. 21/02414/FUL – Site at 1 The Lindens, Stock Ingatestone CM4 9NH – Demolition of existing dwelling. Construction of two new dwellings with a detached garage to Plot 1. Proposed formation of access, parking and associated landscaping.
RESOLVED: Unanimous strong objection.
- b. 21/02309/FUL – Tetlows, Downham Road, Stock Ingatestone CM4 9RJ – Construction of a garage.
RESOLVED: Objection.
- c. 21/02459/FUL – Marigolds, Marigolds Lane, Stock Ingatestone CM4 9PU – Raise roof over garage to create a first floor with front and rear dormers. Proposed front porch, front infill extension and proposed single storey rear extension.

- RESOLVED:** Concerns raised.
- d. 21/02505/FUL – Pembroke House, Ingatestone Road, Stock Ingatestone CM4 9PE – Proposed single storey rear extension and front porch extension. Alterations to height of existing rear dormer and additional dormer window to rear. Alterations to existing fenestration.
RESOLVED: Concerns raised.
- e. 22/00024/FUL – 46 Well Lane, Stock Ingatestone CM4 9LZ – Demolition of existing dwelling and garage. Proposed new dwelling.
RESOLVED:
- f. 22/00037/FUL – Hippodrome Farm, Goatsmoor Lane, Stock Ingatestone – Retrospective application for the change of use of an agricultural storage building to a home office.
RESOLVED: Objection.
- g. 22/00148/FUL – 22 Well Lane, Stock Ingatestone CM4 9LU – Proposed two storey rear extension and internal alterations.
RESOLVED: No objection.
- h. 22/00150/CLOPUD – The Old Manor, Broomwood Lane, Ramsden Heath, Billericay CM1 1JR – Two storey rear extension.
RESOLVED: Objection.
- 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 11 January 2022 and 14 February 2022 were tabled. A full report of all planning application decisions can be requested by contacting the Clerk clerk@stock-pc.gov.uk
- iii Planning enforcement notices received from Chelmsford City Council.
RESOLVED: It was noted that no report had been received.

At the Chairman's discretion and agreement of the Council Agenda item 22-113 was brought forward

22-113 Essex County Council/Chelmsford City Council Report

Councillor I Grundy addressed the Council on the following matters.

- South East Parking Partnership Meeting will be held on Thursday 24 February 2022 at 2.30pm. Councillors to meet at the Village Hall Car Park.
- Essex Police Reports – it was confirmed by the Clerk that no crime data or statistics are received other than regular bulletin reports received from the Essex Association of Local Councils (EALC).
- Street Light Ownership – Continued investigation is being undertaken to ascertain ownership and maintenance responsibility for failed lights in the High Street – Opposite the Hoop public house and at the foot crossing close to The Square.
- Recycling Centre Management review currently being undertaken at City Council
- Ingatestone Road – Ditch maintenance and clearance of rubbish required
- Smallgains Lane – report of flooding following heavy rains – ditch maintenance required.

7.42pm *EEC/CCC Councillor I Grundy left the meeting.*

22-108 Confirmation of Minutes

RESOLVED: The minutes of the meeting held on 10 January 2022 were agreed and signed by the Chairman as a true and accurate account of the proceedings of the meeting.

22-109 Highways and Maintenance

- a. Parking – Please refer to Agenda item 22-113 (bullet point one) as brought forward
RESOLVED: To table a report at the next meeting.

- a. Speeding – The Clerk reported that confirmation as to the location of the Speed Gun held by the Village Speed watch team had not as yet been secured.
RESOLVED: Councillor S Porter to contact and report at the next meeting.
- b. Village Gateways – Councillor P Fenwick reported that Mr M Hurst was currently unavailable and therefore could not report on whether planning application was required for the installation of flower planters and decorative pumps at the gateway locations.
RESOLVED: Item deferred.
- c. Highways Safety – Councillor P Fenwick tabled a report received from Councillor M Rolph. The proposed installation of a mirror at The Paddocks to aid safe exit has been turned down by the Local Highways Panel on a number of safety reasons including the necessity and responsibility of keeping the panel clean.
RESOLVED: Councillor M Rolph has passed the information to the residents. The Clerk to chase the installation of the missing bollard at the junction with the High Street
- d. CCTV – Councillor P Fenwick reported the continued request for a meeting with Mr S Clarke.
RESOLVED: Item deferred to the Council meeting to be held on 14 March 2022.

22-110 Environment

- a. Hankins Wood – Councillor P Fenwick reported that Mr S Plumb had now undertaken the woodland survey. Further discussion would now be required so that a suitable management plan to coppice, clear and any costs potentially offset by the sale of cleared wood could be agreed.
RESOLVED: Agenda item deferred for further discussion. Councillor P Fenwick to circulate the report to all Council members.
- b. The Common – Tree Survey – Sharon Hosegood Associates have undertaken a health check and identified a number of trees that require maintenance.
RESOLVED: During the survey a keep fit group was observed to be using The Common for fitness training. An investigation into insurance provision to be undertaken,
- c. Queens Green Canopy Project – Tree Planting – Available green spaces to be identified for the proposed planting of 7 trees in and around the village.
RESOLVED: Agenda item deferred to the next meeting. Councillors S Porter and J Walter to provide a plan of suitable areas for consideration. To liaise with Sharon Hosegood Associates for professional opinion if required.
- d. The Common - Drainage and Car Park Project
RESOLVED: Councillor P Fenwick to circulate a report to Council to be deliberated at the next meeting.
- e. Bench – Mill Road – Councillor S Porter advised that 2 benches required maintenance, one at Mill Road and one at The Common overlooking the cricket pitch and swings.
RESOLVED: It was agreed that a suitable hard wood should be sourced to replace the current slats and that total replacement (i.e. new benches) were not required. Councillor S Porter to provide costings and source information at the next meeting. A member of the public present offered to assist with provision and cutting and contact the Clerk with further detail following the meeting.
- f. Where does the Water Go Project – It was reported that as of yet, no volunteers have come forward to participate in the scheme. Advertising will continue on the Parish Council media sites until the end of March and a notice will be in the March issue of Stock Press.
RESOLVED: Councillor M Rolph to work with the Flood Assets Management Team

to find an alternative source of volunteers should no interest locally be forthcoming. Councillor M Rolph to investigate the Climate Change Fund proposal for grant funding should costs for volunteers outside the village be incurred,

22-111 Community Initiatives and Events

- a. Rural Community Council of Essex – EALC - Affordable Housing for local people in Stock – Councillor M Taylor reported that the majority of questionnaires had now been hand delivered with only the more remote peripheries of the village yet to be undertaken.

RESOLVED: An interim assessment of questionnaire completion and return to be carried out at the next meeting.

- b. Stock Windmill – Asset of Community Value – Application by the Friends - Councillor M Taylor reported that grant funding and progression of potential ownership was ongoing

RESOLVED: Agenda item to be reviewed as and when updates are forthcoming

- c. Community Specials – It was reported that no response to the recent leaflet drop and social media campaign has been forthcoming. Further notice will be placed in the March Edition of the Stock Press. Essex Police have indicated that it could take 2 years to find volunteers for the Community Specials Posting.

RESOLVED: To continue to regularly advertise on social media and leafleting

- d. Jubilee – June 2022 - Councillors S Porter, M Taylor and J Walter reported that a working party had taken place on 17 January 2022. The lighting of the Stock Beacon would take place on Friday 3 June 2022 followed by a village fete on Saturday 4 June 2022 to include a Tug of War Event, Dog Show, Evening musical entertainment and BBQ which will be provided by the Cricket Club. Councillor P Fenwick circulated a copy of proposed artwork to promote within the community.

RESOLVED: Working Party to provide a timetable of events at the next meeting.

- e. Christmas Market 2022 - Councillor P Fenwick circulated a copy of proposed advertising artwork for the event proposed on 3 December 2022.

RESOLVED: The creation of a working party to be discussed further.

At the Chairman's discretion - a member of the public addressed the Council. Notification was received of an intention to hold a privately-run event (10-11 June 2022) which was noted.

- f. Neighbourhood Plan - It was discussed that COVID-19 had played a major role in slowing the momentum of the project and that a Working Party to include residents should be investigated.

RESOLVED: The Council to draft an article/advertisement for volunteers to the working party in the Stock Press.

22-112 Finance

- a. Bank Balances

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

Barclays Business Current Account £ £98,861.38

Barclays Savings Account £87,938.42

- b. The Monthly Schedule of Accounts Payable January 2022 was agreed for signature. BACS Transfers will be transacted for the following items.

- Heybridge Creative – Printing £87.00
- Office Is – Hi-vis vests x 12 £30.24
- Staffing - £1606.34
- R L Percival – Removal of litter Bin Base – Footpath Cambridge Close to Daykn Drive £50
- Heybridge Creative - £12 VAT transaction shortfall from January BACS transfer Petty Cash was recorded as £30.68

- c. Replacement Litter Bin Report – The Clerk tabled a report recommending replacement of bins following damage sustained to the bin outside the Almshouses and on the footpath between Cambridge Close and Daykn Drive. The Clerk reported that R L Percival – Maintenance had been provisionally approached to remove the rusted base of the bin on 15 February 2022 at a cost of £50.

RESOLVED:

The Clerk to raise purchase orders in respect of the following:

- Almshouses – Wybone RSB/L Square post mountable Litter bin (56 litre) with lid and gold lettering. £197.99 ex VAT
- Cambridge Close and Daykn Drive – Wybone MLB112. £304.99 ex VAT The removal of the rusted base by the nominated contractor was agreed in the sum of £50.

It was noted that current delivery lead times are 18-20 weeks from point of order.

- d. Finance and Accounting Package – The Clerk tabled a report and financial costings in relation to securing the accounting services of Rialtus Business Solutions.

RESOLVED: The Council unanimously agreed to the purchase of the Alpha financial package with annual support and maintenance under an initial 3-year minimum contract. It was agreed that the 21-22 financial accounting be uploaded in order to take advantage of end of year reporting and VAT claim. Total cost for 1st year purchase of Software £496.50. Annual support and maintenance £124 per annum and VAT reporting £59 per annum. It was noted that a 50% discount had been secured on the software provision due to the parish attracting less than a £50,000 precept.

22-113 Essex County Council/Chelmsford City Council Report

Item brought forward of Agenda item 22-108.

22-114 Chairman's Report

Public Consultation – Buttsbury Lodge Farm Development – Proposal for Private Care Home - The Chairman reported that a public event was to be held on Saturday 19 February 2022 at Stock Village Hall. 10.30am-11.00am Councillor attendance. 11.15am-3.30pm Public attendance.

22-115 Clerk's Report

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

- Keep Britain Tidy - Great British Spring Clean – 25 March 2022 – 10 April 2022
- Recycling Centre – A online booking system from 14 February 2022 for vans visiting the facility has been launched.
- Section 137 Expenditure Limit for 2022/23 – The Department for Levelling Up, Housing and Communities (DLUHC) have notified the National Association of Local Councils that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for local (parish and town) councils in England for 2022/23 will be set at £8.82 per elector. This figure was determined as a result of increasing the 2021/22 amount (£8.41) by the percentage increase in the retail index between September 2020 and September 2021 in accordance with Schedule 12B to the 1972 Act.
- PKF Littlejohn External Audit – papers requested by a parishioner have been forwarded.
- Grant Funding – request by a parishioner have been forwarded to Councillor M Taylor under delegated duties.
- Training – Understanding the Annual Meeting and Annual Report and Newsletter – 15 March 2022 – The Clerks request to attend was agreed. An Application form for the Essex Clerks Training Bursary was signed by the Chairman which will discount

courses attended by the Clerk by 75% (not to exceed £500). The form will be submitted for EALC consideration.

- An assessment of the Playground equipment on The Common has been confirmed with Wicksteed which will be undertaken by the end of the March 2022.
 - Stock Cares - Following contact with the group no further action is to be taken with regard to Social Media promotion by the Council.
 - Village Hall - It was confirmed that the provision booking for the Queens Jubilee Celebrations had been cancelled as another venue had been secured.
 - School Traffic Safety Plans - RoSPA recommendation. The Clerk reported that Stock Primary and Pre-school had been contacted to request a copy of their plans to support the SEPP meeting to be undertaken.
- a. Appendix A – Highways Maintenance and Action Report.
Noted.

22-116 Administrative

- a. Climate Crisis Seminar – 27 January 2022 – Councillor M Taylor tabled a comprehensive report. Details of a Residential Action Pack and Carbon Emission Pack can be made available upon request alongside further information on recycling, electric vehicles, flooding, community energy and Essex forestry.

22-117 Presentation – S Type Security & Solutions

RESOLVED: To be deferred to 14 March 2022.

22-118 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 - request for new play equipment for all ability access.
- Councillor S Porter - Council consideration for liaison with Mr D Parker - Essex Crime unit regarding training of Police Officers in rural crime and endangered wildlife management.
- Councillor J Millernas - Request for Council to monitor works to Footpath Bridges. Report that repairs to footpaths to Crondon Park had been completed. Request for potential Council funding for works to be undertaken to bridge on footpath near Back Lane.

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

There being no further public business to be transacted, the Chairman closed the meeting at
8.44pm.

Signed Chairman

Dated