

FELSTED PARISH COUNCIL

Minutes of the 1077th meeting held on 6 May 2020 at 7:00 pm using the Zoom online platform

- Present:** Councillors Graham Harvey (Chairman), Andy Bennett, Alec Fox, Richard Freeman, Penny Learmonth, Frances Marshall, John Moore, Roy Ramm and Joyce Stoddart. District Councillors John Evans and Sandi Merifield were also present along with 2 members of the public.
In attendance: The Clerk, the Assistant Clerk and the RFO.
- 20/67 **Apologies for Absence and Declarations of Interest**
Apologies had been received from Councillor Peter Rose, County Councillor Simon Walsh and Youth Representative Elliott Smith. Cllrs Frances Marshall and Joyce Stoddart declared prejudicial interests in Item 20/84.4 and left the meeting before this item was discussed.
- 20/68 **Public Forum**
68.1 Village flower tubs - David Dempsey reported that arrangements had been made to empty the existing tubs over the last weekend in May, and replant with summer bedding. Social distancing would be maintained at all times during this work. Councillors wished to record their thanks to David Dempsey and his helpers for the wonderful floral display which they provide throughout the village every year.
68.2 The Green outside the Mission Hall at Bannister Green – It was noted that further clearance and tidying was still required on the area of the Green used for storage during works at the Mission Hall last year. The Clerk reported that the owners of the property had confirmed in February their intention to clear and tidy the area but that initially very wet weather and then the Government lockdown had prevented any progress being made to date. The situation would continue to be monitored.
68.3 Replacement litter bin under the church archway – The Clerk reported that this new litter bin would be purchased shortly as the Village Attendant was now in a position to install it.
- 20/69 **Minutes of Meeting 1076 held on 4 March 2020**
The Minutes were approved. They will be signed by the Chairman when the Council next meets in person.
- 20/70 **PC informal telephone conference call on 1 April 2020**
The Minutes of this informal telephone conference call had been circulated by the Clerk. Members noted and formally approved the items discussed on 1 April 2020 which all related to the evolving emergency situation created by the Coronavirus pandemic. These Minutes will be signed by the Chairman when the Council next meets in person and will be retained as part of the normal monthly PC Minutes.
- 20/71 **Minutes of the Finance Committee meeting on 26 February and the Planning Committee meetings on 17 March and 21 April 2020**
These Minutes were noted and would be formally approved at the next meeting of the respective Committees.
- 20/72 **Matters arising from the March Council meeting and the informal April conference call**
72.1 – Rye Street Group tree planting offer (Item 20/50.7) – The parish Tree Warden had advised on suitable tree species and the Clerk had requested 30 trees from the Rye Street Group for planting in Autumn 2020.
72.2 – Crix Green Mission extension – This work, due to commence on 1 April, had been postponed because of the Coronavirus situation and potential material supply problems.
72.3 Allotment rodent control review (Item 20/58) – This review would now be completed in the Autumn.
72.4 Emergency Planning (Item 20/63.1) – This matter had been put on hold because of the current situation. It would be considered again later in the year.
72.5 VE75 Events (Item 20/63.5) – Members noted that the Union flag would be raised on the flagpole to mark this anniversary and the Memorial Hall Committee would put up bunting on the Hall frontage. Cllr Alec Fox would arrange for photos of the decorations to be taken for the PC website.

72.6 NEPP Enforcement visits - Members noted that these visits had ceased on 23 March 2020 and would resume as soon as Government Guidance permitted. A credit would be issued for the cost of missed visits and set against the cost for the 2020-21 academic year. Felsted School had been consulted and agreed with this arrangement.

72.7 Footpaths 10 and 59 - Temporary closure around Felsted Mill extended (Item 20/55.4) – Members noted the contents of an e-mail from District Cllr Chris Criscione to County Cllr Kevin Bentley, Chairman of ECC Highways Committee, regarding the re-instatement of the footbridge adjacent to Felsted Mill and the possible diversion of part of FP59 away from the gardens of 3 residential properties.

72.8 UK Airspace research Consultation (Item 20/50.4) - The focus group meetings scheduled for mid-March had been cancelled but Cllr Andy Bennett had completed the online survey, relating to the future use of UK airspace up to 7000 feet, on behalf of the Council, reflecting the Council's opinion for a more equitable use of airspace

20/73 **County and District Councillor Reports**

73.1 County Councillor's Report – County Cllr Simon Walsh had submitted an Annual Report for 2019-20 along with the usual monthly Report for May 2020. The latter focused mainly on the ECC response to the Coronavirus situation

73.2 District Councillor's Report – Members noted the Report from the District Councillors which included: details on the UDC response to the ongoing Coronavirus situation and the decision taken by UDC on 30 April 2020 to withdraw the Local Plan and commence preparations on a new draft Local Plan. UDC would revert to the 2005 Local Plan document until the new LP was approved, hopefully by 2023. The District Cllrs would confirm the latest UDC Housing supply figures in their Report for the June PC meeting and District Cllr Sandi Merifield would contact Cllr Penny Learmonth to discuss the opportunity to include more sustainable development within the new LP.

20/74 **Correspondence**

Members noted the Correspondence received (see page 7) including the following:

74.1 Temporary road closures - Temporary closures of Leez Lane, Braintree Road, Burnstie Road, Garnetts Lane, Cock Green Road, Felsted Road, Bartholomew Green Lane and Stevens Lane were noted for County Broadband works. Plus BT works at Main Road, Willows Green and surfacing works at Station Road. Members noted several complaints regarding the County Broadband closures, including roads closed when no work was taking place and litter left by the contractors.

74.2 UDC procedures for processing planning applications during the Coronavirus situation – This document had been circulated to Councillors and was noted.

74.3 Report of suspicious activity in the playing field car park – Members noted that the suspicious activity (possible drug dealing) had been formally reported to Essex Police. As the car park was now closed the situation would be monitored when it was re-opened.

74.4 Footpath 99 behind Willows Green play area – A six foot high wooden fence had been erected around the land at the rear of the play area which restricted the width of the footpath to less than 1metre (regulations specify minimum width of 1.5 metres). The problem had been reported to ECC Highways.

74.5 Footpath 71 at Hollow Road, Molehill Green – Members noted that the stile providing access to this footpath off Hollow Road had been boarded up restricting access particularly for dog walkers. The problem had been reported to ECC Highways.

20/75 **Finance**

75.1 Payments – The list of payments on pages 8 and 9 were approved plus the payment of £2462.57 to Came and Co (cheque number 102929) to renew the Council's insurance cover from 1 June 2020 (see Item 20/75.6 below).

Members noted that Affinity Water would be trading as Castle Water from 1 April 2020. All contracts had been automatically transferred to the new company.

75.2 Receipts – Members noted the following receipts - £1 test transfer from Crix Green Mission Trust and £560 for Felsted Focus advertising.

75.3. Revised Audit arrangements for 2019-20 – The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 came into force on 30 April 2020 and extended the statutory audit deadlines for the accounting period 2019-20. As a result, the approved AGAR must now be submitted to the External Auditors by 31 July 2020, the 30 day period for the exercise of

public rights must start on or before 1 September 2020 and the Accounts must be published by 30 November 2020.

The Clerk had contacted the Internal Auditor and agreed a process for providing him with all the necessary documentation in either digital or physical format. It was hoped that the Internal Audit process would be completed by 1 June to enable the Finance Committee to meet virtually to study the paperwork and for the Full Council to approve the AGAR at the next virtual meeting on 3 June 2020.

75.4 Consideration of new Street Light electricity contract – Members considered a quotation for a 2 year contract for street lighting electricity from E-On. They noted that the average unit rate had increased by 1.5 pence/kWh when compared to the current contract. As the existing contract does not expire until 1 September 2020 it was agreed to wait and attempt to obtain a better rate for the new contract.

75.5 Request from Felsted Memorial Hall for donation – The Memorial Hall Committee were continuing with their staged works to upgrade the premises and the next part of the project would be to provide a fully accessible toilet for wheelchair users and parents with small children. The project would cost £6200 and £2000 had already been raised. Applications for grant funding had been unsuccessful and a further £4200 was still required. Members agreed that further information should be sought on revenue projections and costings before a decision on funding was taken by the Council.

75.6 Insurance renewal due 1 June 2020 – The Council were contracted to a 3 year agreement with Came and Co which expired on 31 May 2021. The renewal on 1 June 2020 was therefore for the last of the 3 year contract. It was proposed by Cllr Frances Marshall, seconded by Cllr Alec Fox and unanimously agreed to pay the renewal premium of £2462.57 (see Item 20/75.1 above).

20/76

Coronavirus measures

76.1 New legislation affecting Parish Councils – The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority...Meetings) (England and Wales) Regulations 2020 came into force on 4 April 2020. The Regulations remove the requirement for a PC to hold an annual meeting in May 2020 (Regulation 6(c)), carry the appointment of a chairman on to the annual meeting in May 2021 (Regulation 4 (2)), permit remote attendance at meetings using electronic, digital or virtual locations (Regulation 5) and require remote attendance at meetings to be granted for the public and press (Regulation 13). No elections will now be held until 6 May 2021.

76.2 PC Emergency Helpline – On 18 March the Council had set up a dedicated mobile telephone helpline for Felsted residents during the Coronavirus situation. Over 60 residents had volunteered to provide assistance to others who might require help with shopping, prescriptions, dog walking etc. There had been a significant number of calls for help at the start of the lockdown but these had now diminished as businesses had adapted to the situation and a strong informal neighbourly network had evolved in the village. Members wished to thank Cllr Roy Ramm for 'manning' the helpline and organising the response to requests for help, and also wished to thank all the volunteers who had come forward.

20/77

Proposed diversion of Footpath 73 near Potash Farm at Cobblers Green

Members considered this proposed diversion and whilst they fully appreciated the reason for the diversion (to provide privacy for the newly converted residential properties) they were concerned at the significant loss of visual amenity provided by the revised route. They suggested that the owners plant a hedge along one side of the diversion route to improve the immediate outlook, that suitable drainage arrangements be put in place and that Highway Officers attend the site to fully appreciate the impact of the proposed changes in person.

20/78

Playing Fields

78.1 MUGA surface re-lining works – Members noted that the contractor was scheduled to carry out the repainting of the lines next week (weather permitting) to complete the project.

78.2 Annual play equipment inspection – Members noted that the inspection would be undertaken by Playsafety Ltd in late May/early June 2020.

78.3 Bannister Green play area fence – Most fencing companies had suspended operations at the start of the Government lockdown but some were now gradually re-opening. The Asst Clerk reported that a second quote to replace the fencing was therefore expected shortly.

- 20/79 **Felsted Nature Area**
 The Asst Clerk reported that unfortunately 3 of the recently planted fruit trees and some hedging plants had been uprooted and stolen. The Working Group would consider replacing the stolen trees/hedging later in the year. JCM Services had carried out the initial flailing of the Nature Area for 2020 and had cut the footpaths and frontage. The bat boxes had been received but not yet sited. Volunteers had come forward to water the new planting. The Nature Area Working Group meeting due to take place on 30 April had been postponed. A new date would be arranged shortly.
- 20/80 **Felsted Focus magazine**
 The first two editions of Felsted Focus had been published in early April and May. Because of the Coronavirus restrictions, delivery to every household had not been possible but stocks of the magazine had been placed at convenient points around the village and residents had been invited to pick up a copy. The magazine had been well received by residents and the Council wished to thank the Editor, Janice Ratcliffe, for all her efforts during very difficult circumstances. The magazine working group would be meeting virtually to review the first two editions and discuss future modifications/improvements. It was suggested that residents be encouraged to submit portrait format photographs of the local area for inclusion on the cover of future issues.
- 20/81 **The Swan indoor market and outdoor plant stall**
 Members noted that an indoor market selling food items had been advertised, to be held in The Swan at weekends. This was expected to be properly operated observing license regulations and all Government guidelines on social distancing.
 On several occasions during the last few weeks an outdoor 'market stall' selling plants, operating from a van, had been set up on the public parking area adjacent to The Swan. Social distancing was not being observed and it was suspected that the trader may not have the relevant trading license or permissions. UDC were investigating this possible breach of regulations.
- 20/82 **Chairman's Matters**
82.1 Great Leighs racecourse meeting - The meeting took place in early March at Crix Green Mission and included the PC Chairman, local residents and 2 representatives from the racecourse. The main topics discussed were noise and road closures. The racecourse had purchased new technology to help reduce noise from music events going forwards. The racecourse was entitled to close surrounding roads up to 8 times per year under existing permissions. The racecourse agreed to advise the PC in advance of future music events and road closures and would prepare an article to be included in Felsted Focus. Further meetings would be arranged in the future to maintain a dialogue.
82.2 Fly tipping incidents – With all recycling facilities temporarily closed, the incidence of fly tipping had increased. Three incidents in the Willows Green/Molehill Green area had been reported to UDC.
82.3 County Broadband works – Complaints had been received regarding the poor standard of the County Broadband groundworks, damage to a driveway and litter left on site. The Chairman would provide further details to the Clerk for transmission to County Broadband.
82.4 Annual Art Competition 2020 - Because of the current school closures it was discussed and agreed that the annual PC Art Competition for 2020 would be open to all Felsted residents and would be publicised in the Felsted Focus magazine. The competition would include sections for both children and adult entries and would be judged by the Chairman and Vice Chairman. Further details of the competition would be agreed by the Chairman and Cllr Richard Freeman before publication in the next edition of Felsted Focus.
- 20/83 **Clerk's Matters**
83.1 Unlocking public toilets and car park – The Clerk had been in touch with Dew Security and they had provided details of likely costs for them to unlock and lock the toilets and car park daily. The PC wished to thank the company for offering a reduction on their normal rates but concluded that the figures quoted would not be sustainable for the PC. It was suggested that the Memorial Hall Committee might be willing to unlock the PC's facilities at the same time as the Hall car park and Cllr Alec Fox agreed to investigate this possibility. The Clerk would advertise in Felsted Focus for a local resident to undertake these duties.
83.2 Future meeting dates – Now that virtual meetings were permitted, the Council would resume their published schedule of meetings for both the Full Council and Committees. A

Finance Committee meeting would be held prior to the June PC Council meeting (possibly on 1 June at 5pm but to be confirmed).

83.3 Filling Casual Vacancy – The Clerk read out recently received guidance from UDC. Two candidates had applied to fill the current Councillor vacancy. As both candidates were already known to Members it was agreed on this occasion that interviews would not be held. The Chairman would make arrangements for each existing Councillor to vote anonymously online for their preferred candidate. [CLERK'S NOTE: Richard Silcock received a majority of the votes cast by Councillors and would be invited to join the PC at the next meeting].

20/84

Planning Applications and Decisions

84.1 DECISIONS SINCE PREVIOUS COUNCIL MEETING

ESS/42/17/CHL **Blackley Quarry, Blackley Lane (A131), Great Leighs**
Continuation of planning permission ESS/46/16/CHL without compliance with condition 3 (Application details), condition 27 (Stockpile heights and locations) and condition 35 (Tree and hedge planting details) to allow: additional bunding, amended timescales for some planting and clarification as to permitted stockpile locations. Planning permission ESS/16/15/CHL as varied by ESS/46/16/CHL permits "Extraction of an estimated reserve of 2.8 million tonnes of sand and gravel (from sites A38 and A39 as identified in the Minerals Local Plan 2014) and retention of existing access onto the A131, retention of existing sand and gravel processing plant (to be relocated within site A38), progressive restoration to agriculture using inert fill, installation of inert recycling facility, including screening and crushing to recover secondary aggregate. In addition revised restoration scheme for the existing quarry area

Permission Granted 30 March 2020

UTT/20/0333/HHF **1 Clifford Smith Drive, Felsted**

Single storey side and rear extension together with two storey rear extension.

Permission Granted 2 April 2020

UTT/19/2118/OP **Land East and North of Clifford Smith Drive, Felsted**

Outline application with all matters reserved except for access for the erection of up to 41 no. dwellings served via new access from Clifford Smith Drive, complete with related infrastructure, open space and landscaping.

Permission Granted 16 April 2020

UTT/20/0205/HHF **The Barn, Evelyn Road, Willows Green**

Proposed swimming pool and pool room structure.

Permission Granted 23 April 2020

UTT/20/0511/HHF/ UTT/20/0512/LB **The Barn, Evelyn Road, Willows Green**

Erection of two single storey glass flat roofed extensions to the northern kitchen wing and associated alterations.

Permission Refused 28 April 2020 *"will not be of subservient size, scale and design...flat roof design is in vast conflict and incongruous with the existing roof pattern of the host dwellingwill harm the character, significance and setting of the curtilage of the listed building i.e. The Barn and Rutlands - neighbouring listed building"*

84.2 APPLICATIONS TO BE CONSIDERED AT THE 19 MAY PLANNING MEETING

UTT/20/0911/HHF **4 Cromwell Park, Chelmsford Road, Felsted**

Proposed extension and alteration consisting of an enclosed porch, lower roof alteration and enlarged upper roof dormer.

UTT/20/0433/HHF (Re-consultation) **Larks, Bannister Green**

Proposed conversion of existing garage barn to form a 2 bedroom self-contained annex.

84.3 Planning application for Former Bury Farm site, Station Road, Felsted – This application was likely to be considered at the UDC Planning Committee meeting on 20 May 2020. The application was initially submitted about 18 months ago and at that time the PC had lodged an objection because of concerns regarding the access arrangements. In the interim the access arrangements had been amended to the Parish Council's satisfaction. The Clinical Commissioning Group (CCG) had recently submitted a letter of support to UDC for the application. This site and the provision of a Doctor's surgery within it was central to the policies within the Felsted Neighbourhood Plan and it was agreed that, for the avoidance of doubt, the PC should now submit a letter of support for the application. Cllr Andy Bennett agreed to draft a letter and circulate it to members of the Planning Committee prior to submitting it to UDC.

84.4 Sunnybrook site – Detailed proposals submitted to PC by developer for consideration and comment

Cllrs Frances Marshall and Joyce Stoddart both declared prejudicial interests in this site and left the meeting.

Cllr Andy Bennett reminded Members that the Felsted Planning Committee had an established policy to not enter into discussions with developers prior to the submission of a formal planning application to UDC. However, this site was central to the policies within the Felsted NP and the NPSG had previously been closely involved in the provision of facilities within the site. The NPSG had now been disbanded and it was agreed that, in the special circumstances of this project, the Full Council would continue this interaction. Members considered the detailed plans that had been provided and concluded that they brought forward everything that was envisioned in the NP and also incorporated suggestions made by the Felsted Primary School Governing body. It was agreed to respond to the developer that the plans aligned with the NP and were therefore supported by the PC, including the proposed diversion of FP12.

Clarification was however sought on two matters namely, the fencing of the car park and the necessity to keep FP12 open throughout the construction works.

20/85 **Local Plan updates**

85.1 Uttlesford – UDC had agreed to withdraw their Local Plan and commence a new LP process. This decision had been officially notified to the Clerk earlier that day.

85.2 Braintree – The Inspector’s decision was awaited.

85.3 Chelmsford –The Local Plan had been approved by the Examiner and the document was in the process of being adopted by CCC.

20/86 **Urgent matters and future Agenda items**

86.1 Linsells shop - A resident had contacted the PC to highlight the significant role that Linsells shop had played during the current Coronavirus situation. Members endorsed this opinion and hoped to be in a position to publicly show their thanks once the lockdown restrictions were eased.

The meeting closed at 9.15pm

Next Meetings: Planning Committee meeting: Tuesday 19 May online at 7.30pm
Council meeting: Wednesday 3 June online at 7.00pm

..... 3 June 2020
Chairman

Correspondence List – May 2020

| | |
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| 1. | Coronavirus situation - Frequent and regular updates on the Coronavirus situation have been received from ECC, UDC, EALC, NALC plus Kemi Badenoch MP and other companies and organisations. Many notifications of cancelled meetings/ events/ services have also been received. |
| 2. | UDC – Online workshop on ‘Planning applications and the role of Parish Councils’ on 17 April 2020 (Asst Clerk +1 taking part) -Letter outlining planning processes during the Coronavirus situation |
| 3. | ECC – Revised ‘Developers Guide to Infrastructure Contributions’ consultation Deadline 27 March - Statutory Notice to expand Stebbing Primary School by 70 places from September 2020 Objections/comments to be submitted by 9 April - Chelmsford North East Bypass Newsletter – Engagement process postponed - Temporary road closures – See list overleaf - ECC Highways Highlights newsletter – March and April 2020 |
| 4. | EALC – Legal Update – March 2020 - County Update – February 2020 |
| 5. | Report of ‘suspicious activity’ in playing field car park. |
| 6. | Footpath 99 at Willows Green – Fence erected to restrict width of footpath beyond stile at southern end of playing field |
| 7. | Long Barn, Cobblers Green – Official postal address of the newly converted barn on the site will be: Corn Barn, Cobblers Green CM6 3LX |
| 8. | The Cottage, Stebbing Road, Felsted – Official postal addresses of the two new properties within the curtilage will be: 1 and 2 Woodside, Stebbing Road, CM6 3LH |
| 9. | Affinity Water – Final Water Resources Management Plan 2020-2080 published |
| 10. | Public Consultation on proposals for new nuclear power station at Bradwell on Sea -Details at https://bradwellb.co.uk/ Deadline 1 July |
| 11. | RCCE – Cancellation of Essex Village of the Year competition 2020 - Essex Warbler – April 2020 (circulated to Cllrs 7 April) |
| 12. | Superfast Essex Programme update – March 2020 |
| 13. | Ordnance Survey - New Public Sector Geospatial Agreement replaces the PSMA. The new PSGA fundamentally changes the way in which OS delivers public sector access to the OS data that it requires, compared to the previous PSMA . (FPC membership automatically transfers on 1 April 2020) |
| 14. | AEF – Membership renewed for 2020 / Members update – 2 April 2020 |
| 15. | Essex Playing Fields Association – The Playing Field newsletter – Spring 2020 |
| 16. | Country Land Conservation – Looking to acquire land for conservation sites |
| 17. | SLCC – The Clerk magazine – March 2020 |
| 18. | Fly tipping reported to UDC – Two sites reported at Evelyn Road near Leighs Lodge junction and in the layby between Willows Green and Molehill Green |

Unpaid List – April 2020

CHEQUE PAID SINCE LAST MEETING

| | | | | |
|--------------|---------|-------------------------|----------------|--------|
| DCM Surfaces | 24/3/20 | Repairs to MUGA surface | 2928.00 | 102905 |
|--------------|---------|-------------------------|----------------|--------|

CHEQUES FOR PAYMENT

| | | | | |
|--------------------------|---------|---------------------------------------|----------------|-------------|
| A J Kletcha | 17/3/20 | Supply and fit 2 owl boxes | 100.00 | 102916 |
| Aviation Env. Federation | 11/3/20 | AEF annual subscription 2020-21 | 36.00 | 102906 |
| Currys plc | 11/3/20 | 3 year warranty for RFO laptop | 180.00 | |
| | 18/3/20 | Printer inks for Asst Clerks printer | 269.92 | |
| | 11/3/20 | RFP laptop carrying case | <u>22.99</u> | |
| | | (Q payable to H Read) | 472.91 | part 102907 |
| Diane Smith | 31/3/20 | Clerk's salary – March 2020 | 1164.27 | |
| | 31/3/20 | Clerks mileage and expenses | <u>121.78</u> | |
| | | | 1286.05 | 102908 |
| Daniel Plunkett | 31/3/20 | RFO salary – March 2020 | 228.12 | 102909 |
| E-On | 1/3/20 | Street light electricity | 261.90 | |
| | 16/3/20 | MUGA electricity | 41.79 | |
| | 16/3/20 | Pavilion electricity | <u>29.45</u> | |
| | | | 333.14 | DD |
| Heather Read | 31/3/20 | Asst Clerk's salary – March 2020 | 518.67 | |
| | 31/3/20 | Asst Clerk's mileage – March 2020 | <u>4.50</u> | |
| | | | 523.17 | part 102907 |
| HM Revenue & Customs | 18/3/20 | PAYE/NI payment Jan-March 20 | 943.86 | 102910 |
| Jardinitis | 31/3/20 | 7 x bat boxes for Nature Area | 256.35 | part 102907 |
| Office Team | 31/3/20 | Stationery (Paper/laminating pouches) | 45.54 | 102911 |
| Ron Chapman | 31/3/20 | Unlocking toilets etc 1- 28 March | 100.00 | 102912 |
| Robert Barnard | 31/3/20 | Fitting new pavilion door (Fire exit) | 120.00 | 102913 |
| S P Barnard | 31/3/20 | Village attendant – March 2020 | 525.00 | 102914 |
| Roger Buckley | 31/3/20 | Speedwatch co-ordinator Feb-March | 145.00 | 102915 |

NOTES: Total cheque 102907 to Heather Read = £996.08

Cheque 102916 is payment for Nature Area invoice (to be re-imbursed from Metro account at future date)

Part of cheque 102907 (Jardinitis at £256.35) is payment for Nature Area invoice (to be re-imbursed from Metro account at future date).

Unpaid List – May 2020

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|----------------------|---------|--|----------------|----------|
| Affinity Water | 26/3/20 | Allotment water supply (Station Rd) | 33.64 | |
| | 26/3/20 | Allotment water supply (Mill Road) | <u>34.93</u> | |
| | | | 68.57 | DD |
| Command Pest Control | 7/4/20 | Rodent control visit | 54.00 | 102918 |
| Curry's plc | 8/4/20 | Inks for home printer (Q payable D Smith) | 96.97 | NOT PAID |
| Diane Smith | 5/5/20 | Clerk's salary – April 2020 | 1173.03 | |
| | 5/5/20 | Clerk's expenses – April 2020 | <u>25.31</u> | |
| | | | 1198.34 | 102919 |
| Daniel Plunkett | 5/5/20 | RFO salary – April 2020 | 91.37 | |
| | 5/5/20 | RFO mileage – April 2020 | <u>4.50</u> | |
| | | | 95.87 | 102920 |
| EALC | 1/4/20 | EALC and NALC Affiliation fee 2020-21 | 609.62 | 102921 |
| E-On | 2/4/20 | Street light electricity | 279.97 | |
| | 16/4/20 | Pavilion electricity | 31.43 | |
| | 16/4/20 | MUGA electricity | <u>35.99</u> | |
| | | | 347.39 | DD |
| Heather Read | 5/5/20 | Asst Clerk's salary – April 2020 | 518.67 | |
| | 5/5/20 | Asst Clerk's expenses – April 2020 | <u>23.14</u> | |
| | | | 541.81 | 102922 |
| JCM Services | 5/5/20 | Churchyard grass cutting (1 of 4) | 824.40 | |
| | 5/5/20 | Village grass cutting (1 of 4) | 1530.00 | |
| | 5/5/20 | Nature Area – Maintenance of footpaths | 270.00 | |
| | 5/5/20 | Nature Area – Water tank installation | 60.00 | |
| | 5/5/20 | Nature Area – Flail grass cutting | <u>714.00</u> | |
| | | | 3398.40 | 102923 |
| Keith Schorah | 8/4/20 | NP website hosting & domain 2020-21 | 222.00 | |
| | 8/4/20 | FPC website hosting/domain 2020-21 | <u>243.00</u> | |
| | | | 465.00 | 102925 |
| Nicholas Smith | 29/4/20 | Repair of Clerk's laptop (Q payable D Smith) | 80.00 | NOT PAID |
| Paul Clark Printing | 24/2/20 | Felsted Focus magazine – May issue | 484.00 | 102924 |
| S P Barnard | 5/5/20 | Village attendant – April 2020 | 512.50 | 102926 |

| | | | | |
|----------------|---------|----------------------------|--------------|--------|
| Joyce Stoddart | 1/3/20 | Mileage to training course | 16.00 | 102927 |
| Zen Office Ltd | 31/3/20 | Stationery | 45.54 | 102928 |

NOTES: Cheque 102928 to Zen Office Ltd replaces cheque 102911 which was rejected by payee's bank

Cheque 102927 to Joyce Stoddart replaces cheque 102900 which was lost in post to payee's bank

Cheque 102923 includes payments totalling £1044 for Nature Area invoices (to be reimbursed from Metro account at a future date).

The invoices from Curry's and Nicholas Smith were inadvertently omitted from Cheque 102919 so will be paid at the next meeting.