PANFIELD PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting to be held at Panfield Village Hall on Tuesday, 5th of April 2022 commencing at 7:00pm for the purpose of transacting the following business:

The meeting will be open to the public unless the Council directs otherwise.

AGENDA

1. **Apologies for Absence.**

2. **To receive member's declarations of interest and dispensations in items on the agenda.**
   Dispensations should be requested from the Clerk up to the day before the meeting.

3. **Minutes**: Acceptance of the minutes from the Parish Council Meeting held on 1st of March 2022.

4. **Resignation of a Councillor** – To accept the resignation of Cllr S Peak.

5. **Public participation session with respect to items on the agenda and other matters that are of mutual interest or local concern:** A maximum of 15 minutes shall be allowed for public question time and it is requested each member of the public speak for a maximum of 3 minutes.

6. **To receive a report from the District and/or County Councillor.**

7. **Report from the Clerk:** An update on matters arising from the last meeting together with any correspondence received. (Appendix I).

8. **Planning:** To agree a response to the following applications:

   22/00531/LBC- Spinney And Dairy Barns Hall Road Panfield
   Erection of oak-framed porch to front of property.

   22/00619/HH - 97 Kynaston Road Panfield
   Single storey rear extension and new front porch.

   Kynaston Farm – To discuss site usage.

9. **Highway:**
   - **i.** To receive an update from Cllr Farmer.
   - **ii.** To agree the number of traffic counters to install at a cost of £180 plus VAT each.
   - **iii.** To agree to pursue quiet lane status for Hall Road
   - **iv.** To agree to request horse warning signs for Kynaston Road

10. **Panfield Community Association:** To receive an update from Cllr Cole.

11. **Wethersfield Airbase Scrutiny Committee:** To receive the update report (Appendix II)

12. **Speed watch:** To receive an update from Cllr Vickers.

13. **John Barr Playground:** To review the design plan received. (Appendix III)

14. **Grass Cutting Contract:** To agree to renew the grass cutting contract at a cost of £8680.

15. **Annual Meetings:**
   - **i.** To agree a date for the Annual Parish Meeting.
   - **ii.** To agree a date for the Annual Parish Council Meeting.

16. **Finance:**
   - i. To receive the finance report and approve payments for signature. (Appendix IV)
   - ii. To receive the year end budget report (Appendix V)

17. **Items from Councillors to be added to the next Agenda.**

18. **Next Parish Council Meeting**: The next meeting of Panfield Parish Council will be held at Panfield Village Hall on the 3rd of May 2022

MBaker

Michelle Baker
Clerk to Panfield Parish Council **31st of March 2022**

Appendix I

REPORT FROM THE CLERK

TOWERLANDS DEVELOPMENT

The application is pending decision, the committee report recommended the application to be granted following some amendments. The report acknowledged Panfield's concerns and that S106 money is to be designated to address highways issues.

RANGER

The Salings have employed a ranger. As previously agreed Panfield will be hiring him for 10 hours per month. The ranger will start work this month.

GRANT APPLICATIONS

A grant application has been submitted for match funding for the proposed playground at John Barr Playing Field. A grant application has also been submitted to pay for the jubilee beacon and mementos for the parishioners.

VAT RECLAIM

A VAT reclaim has been received for £973.36.

BOUNDARY REVIEW

The council responded to the boundary review with the following comment:

Panfield Parish Council does not agree that the new boundary proposals for the area including the Three Fields Ward are appropropriate.

The constituency is designed to reflect the communities' electors feel an affinity with. Our electors feel an affinity with and are part of the Braintree community but would be deprived of the ability to influence their key services with the proposals.

The new proposal for a Haverhill and Halstead Constituency would cross two counties and districts. The ability for the elected MP to properly consider the needs and circumstances of the communities on the southern most part would be stretched.

We would welcome a proposal that includes Three Fields in the Braintree Constituency.

Update on Planning Applications Listed in the Previous Minutes:

21/03231/REM - Towerlands Panfield Road Braintree

Application for approval of Reserved Matters for appearance, landscaping, layout and scale for Phase 1, comprising 167 no. two, three, four and five bedroom houses plus associated parking and landscaping, together with public open space, a play area, sustainable drainage infrastructure and the first section of the spine road from the Panfield Lane entrance, pursuant to outline planning permission 19/00786/OUT (Outline planning application for up to 575 homes together with a 0.13ha site for early years and childcare nursery (D1), Up to 250sqm of local retail (A1) and up to 250sqm of community facilities (D1), green infrastructure including formal/informal open space and amenity space, provision of ecological mitigation area to north-west of developable area, landscaping including woodland and hedgerow planting, new vehicular accesses from the B1053 and Panfield Lane, closure of existing access

from Deanery Hill (south), footway and cycleway network, supporting infrastructure (utilities including gas, electricity, water, sewerage, telecommunications (and diversions as necessary), diversion of public right of way, sustainable drainage systems, any necessary demolition and ground remodelling.
PENDING DECISION

22/00253/HH - 71 Kynaston Road Panfield
Conversion of part of existing detached garage to habitable space, along with addition of small single-storey side extension connecting garage building to the main house. Erection of single-storey rear extension and addition of single roof light on rear elevation of main house roof. Replacement of windows and doors throughout.
GRANTED

22/00347/HH - Little House Hall Road Panfield
Erection of a Shed.
PENDING CONSIDERATION

Appendix II

Update on Wethersfield Airfield Scrutiny Committee by Cllr Duffin - WASC

There is now a total of 11 parish councils belonging to WASC, Finchingfield, Wethersfield, Gt Bardfield, Great Yeldham, Gosfield, Little Bardfield, Panfield, Salings, Shalford, Toppesfield and Castle Hedingham.

Leaflets on behalf of SWAP have now been printed for distribution to residents in all 11 PCs, alerting them to the resistance of the prison and inviting financial contributions.

A more extensive 16 page A4 booklet has been printed which will be handed out on a one to one basis by SWAP seeking financial contributions to high net worth individuals

SWAP, together with Rosie Pearson, had a meeting with Defence Infrastructure Organisation on 7 March to discuss ecology.

Three WASC parish councillor representatives with two members of the Technical sub committee had a constructive meeting with two representatives of DIO on 21st March. Unfortunately, the senior person from DIO (and who apparently has some knowledge of the area) was unable to attend due to Covid. However, we have since received an email saying that he is pleased to see there is agreement to collaborate and whilst they have to get best returns from the disposal of MOD land, there are also "a number of social, environmental and other considerations within the definitions of the Govt's Social Value Model which we take into account."

He hopes to attend the next meeting in person.

The DIO's position is that they are neutral in the application to build a prison which is being made by MOJ. They are obliged to give first option for use of ministry property to other government departments and so this will run its course. Their goal is to sell the site by 2024/5.

DIO advised that WASC will have full access to MOJs consultants reports on ecology, environment and others, we are asking again for access for WASCS consultants to the airbase so that they can conduct their own research.

We understand that Natural England will be taking up the ecological interests of the site and resisting the building of a prison and that English Heritage and Historic England are taking an interest in the site.

The DIO have agreed to meet representatives of WASC to consider uses for the remainder of the airfield, we await confirmation of dates.

The BDC Scoping Report has been released and there is a lot more work for the MOJ to do in support of their planning application.

We await the application for PP.

FOI requests have revealed quite a lot of information which is being assessed. There is an internal BDC email (author redacted) dated 16th September 2021 which states " We held a

productive meeting with Cllr Peter Tattersley this morning. He was very positive about the scheme and was keen to keep in touch regularly." Also "Cllr Tattersley suggested the local parish councils 'already know' about the plans but are very positive as they prefer the delivery of new prisons to housing in this area."

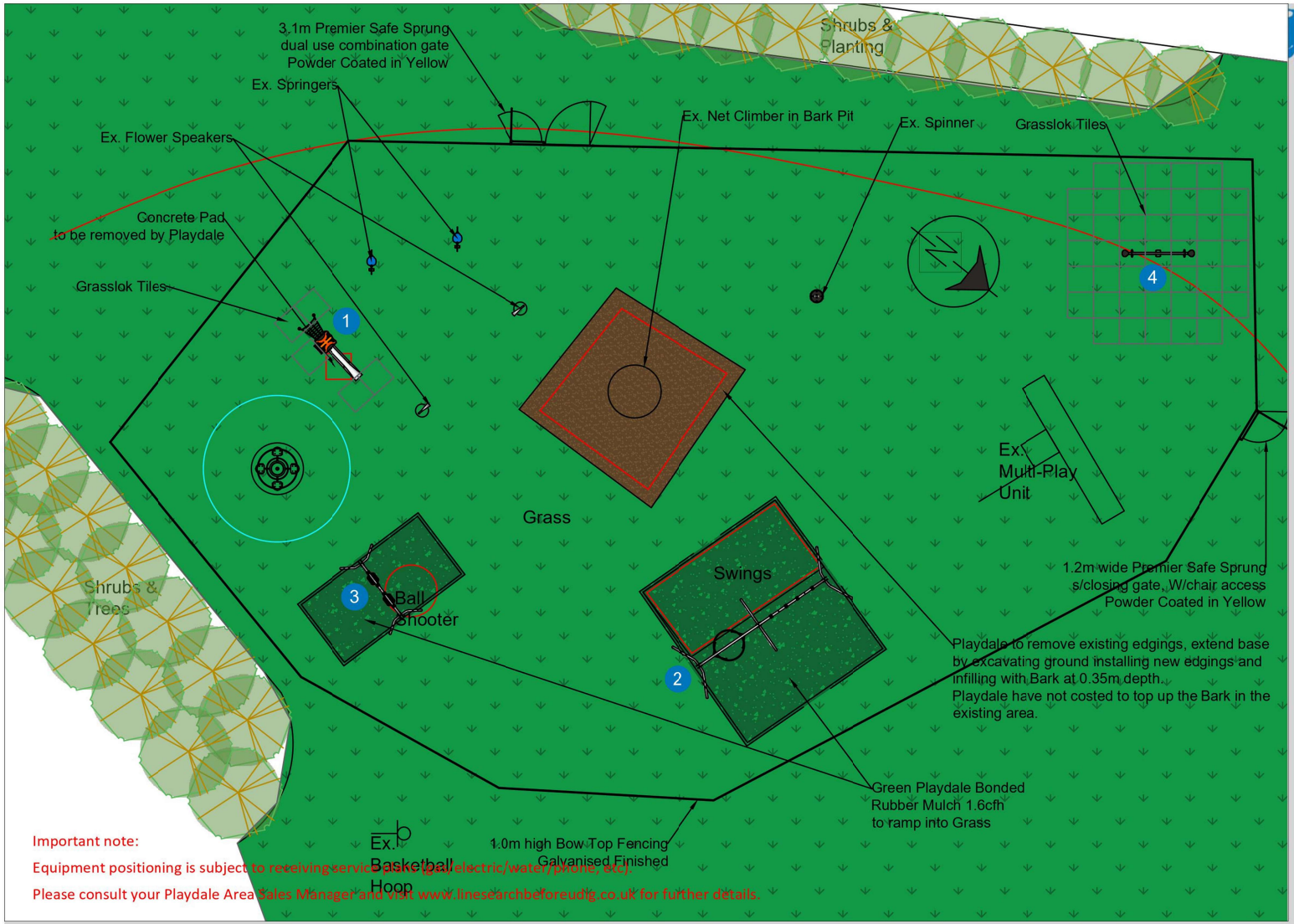
There is an email from Peter Tattersley also dated 16th September 2021 confirming that representatives of the MOJ are very pleased "that the scheme is so far being positively received by the council". This I believe refers to BDC.

WASC wrote to our District Councillor (he represents 4 other members of WASC) explaining that amongst many other things recent FOIs had shown that he had been feeding back to BDC and to Cushman Wakefield (the government's agents) that the parish councils were supportive of the prisons. WASC asked for this to be corrected.

Next full WASC meeting is 25th April.

Appendix III





Important note:

Equipment positioning is subject to receiving service details (electric/water/phone, etc).

Please consult your Playdale Area Sales Manager and visit www.linesearchbeforeudig.co.uk for further details.

General Notes & Key

Equipment Key:

1. Winnipeg
2. S/S (Double Bay) Team Swing 1x Team Swing/2x Flat Seats
3. City Cradle Swing
4. Rota Bounce

Client Approval

Name	
Signature	
Date	



Proposed Play Area for:

Panfield Parish Council - John Barr Playing Field

Scheme No: 23493/ESS **Date:** 04/03/2022 **Drawn by:** KT 1:200 @ A4

All plans are to scale unless otherwise stated. Artists impressions are provided as a visual only and may not accurately represent the layout of the finished site.
All plans, quotations and correspondence between Playdale and the addressee are to remain strictly confidential between those parties only. Playdale reserve the right to make modification in design and specification.

MADE IN THE UK

www.playdale.co.uk

Playdale Playgrounds

Appendix IV

Panfield Parish Council Finance

31st April 2022

		Cash Book Balance From 01/03/2022	**£ 56,701.75**

Payments Made

Date	Payee	Description	Amount
28/03/2022	Talk Talk	Internet	38.03
28/03/2022	Salaries	Salaries, PAYE, Pension	£ 462.38

Payment Received

Date	Payer	Description	Amount
22/03/2022	HMRC	VAT Refund	£ 973.36
07/03/2022	Barclays	Interest	£ 0.13
25/03/2022	Various	Allotment Fees	£ 22.00

			Cash Book Balance on 31/03/2022	**£ 57,196.83**
Bank Balances on 31/03/2022				
	Barclays Current Account	£	52,137.37	
	Base Rate Tracker Account	£	5,376.36	
	Unity Trust Account	£	132.00	
				£ 57,645.73
Less Oustanding Cheques/Direct Debits				
	Chq 102020	£	200.00	
	Chq 102049	£	99.14	
	Chq 102051	£	74.98	
	Chq 103053	£	74.98	
Plus Un-Banked Cheques				
	Salary Overpayment	£	0.20	
	Adjustment			£ 448.90
	Reconciled Total			**£ 57,196.83**

Payments for Approval

Date	Payee	Description	Amount
05/04/2022	RBLI	Tree Plaque	£ 144.99
05/04/2022	PCA	Fete Contribution	£ 250.00
		Cash Book Balance After Payments	**£ 57,196.83**

Appendix V

Panfield Parish Council

Year End Budget Report 21/22

INCOME			
	Actual 31st March 2021	**Actual 31st March 2022**	**Budget 22/23**
Precept	16384	16336	23780
Distribution of Surplus Funds from BDC	219	228	300
ECC &BDC Support	815.01	823	800
Clerks Bursary		157	
Investment Income	2.31	1	
VAT Repayment		1262	
Allotment Income	392	343	400
Parish Support Grant			
Grants	177		
106 Monies			
TOTAL	**17989**	**19150**	**25280**
EXPENDITURE			
Pocket Garden Maintenance			250
Open Spaces Maintenance	3060	329	2500
Grass Cutting	2686	8980	9000
Audit Fees		951	300
Hall Hire	460		500
Insurances	787.24	1061	1000
Salaries	5538	7465	6000
Clerks Expenses		1063	300
Stationery, Postage & Printing	663		50
Subscriptions	500.11	281	500
Street Cleansing	50		50
Website		155	100
Defibrillator			
Election Costs			
Training	293.5	714	950
Planters			
Chairmans Allowance			50
Vehicle Activated Sign			
Christmas		362	400
Grants			
106 Monies			
Village Hall		352	
Bus Shelters			
Misc			-
Section 137	400		
Thistledown Pond			5000
Village Magazine			600
Village Fete			200
TOTAL	**14438**	**21713**	**27750**
Surplus /Deficit	3552	-2563	-2470
Balance in Accounts	**59759**	**57196**	**54726**

Earmarked Reserves 22/23	
General	8168
Play Equipment	25000
Hall	25000
Total	**58168**