

**SHALFORD**  
**PARISH COUNCIL**  
for the residents of Shalford  
Year 2018/19



## **Parish Council Meetings – all welcome**

Parish Council meetings, which are open to all, are held on the 3rd Wednesday of the month, in the Village Hall, commencing at 7:30 p.m.

Agendas will be published on the notice board and web site at least 3 clear days in advance of the meeting.

Each meeting starts with the Public Forum - which last for 15 minutes is where parishioners are encouraged to come along and share their views and concerns.

Please contact the Clerk for any further information relating to your Parish Council.

### **Parish Council Meeting Dates 2018/19**

16<sup>th</sup> May

20<sup>th</sup> June

18<sup>th</sup> July

No Meetings August

19<sup>th</sup> Sept

17<sup>th</sup> Oct

21<sup>st</sup> Nov

19<sup>th</sup> Dec

16<sup>th</sup> Jan 2019

120<sup>th</sup> Feb

21<sup>th</sup> Mar

Contact Details for the Parish Clerk

Mrs Cathryn Carlisle, Herkstead Green Bungalow, Cornish Hall End,  
Braintree, Essex CM7 4HH - Tel: 01440 731964

email: [shalford.pc@outlook.com](mailto:shalford.pc@outlook.com)

## Chairman's Report

The last year has been very busy for the Parish Council, concentrating on the issues that threaten our rural way of life.

We have continued to fight against Braintree Districts Council's proposal to build a new "West of Braintree Garden Community" on the land between Great Saling and Stebbing.

The BDC Draft Plan went before the Government's Planning Inspector early last year and we made representations along with our neighboring Parishes. There was a good outcome and the Inspector found the Plan unsound in a number of areas and questioned its viability, including funding for the infrastructure. (The Inspector's full report can be found on BDC's web site). However, BDC are continuing to pursue their Plan using public money to try to address the concerns that the Inspector raised. There will be another Public Consultation later this year on certain aspects of the Plan and we would encourage you all to respond to it.

We also made a submission to the Uttlesford Draft Local Plan that included an element of "West of Braintree". This Plan has been submitted to the Planning Inspector and a Public Hearing should occur later this year.

Finally, in a similar vein we submitted an objection to Stansted Airports expansion plan as this would lead to more flights over our village and added congestion on the A120. Uttlesford District Council approved the plan, but the decision is being challenged by the Stop Stansted Expansion Group.

On more local issues, last year we set up a Highways Working Party to look at all the problems we face associated with the roads in the Parish. The Working Party has put together a report which will be published shortly and will be sent to Essex County Council's Local

Highways Panel to try to get some funding to address the problems. I would like to thank all those who contributed to this report.

We also set up a Footpath Working Group to see if we could do anything about the public rights of way in the Parish which have suffered neglect as a result of Essex County Council's cut backs. I am pleased to report that the Working Party was successful in obtaining funding to undertake work on the footpaths including grass cutting, replacing way markers along with other works. Again, thanks to all those who helped on this project.

2018 saw the installation of a defibrillator in the phone box in Jaspers Green. This is the second one in the Parish, the other one being at the Village Hall. This has been a long running saga because the ground underneath the phone box subsided due to mains water leakage, leaving it like the Leaning Tower of Pisa. Anglian Water took the phone box away while they sorted the problem, but it was stolen while in their depot, so they had to source another one. At long last it was reinstated, and we could have the defibrillator installed. Following comments from Jasper's Green residents about the condition of the bus shelter we arranged to have it refurbished.

These are just some of the things the Parish Council has done during the year to try to ensure that Shalford is a pleasant, friendly place to live.

The Parish Council's term of office comes to an end in May this year when fresh elections will be held and I would encourage anybody who cares about our village and wants to help look after it, to stand for election or at least vote for the candidates that you want to take on the role as Councillors.

# Shalford Parish Councillors

Seven Councillors, next election May 2019

## Chairman:

Councillor Colin Golding



(2008)

## Vice Chairman:

Councillor Gillian Askew



(2012)

## Other Council Members:



Alan Oates  
(2005)



David Eversden  
(2005)



Mandy French  
(2015)



Adrian Gurnett  
(2017)



Richard Norman  
(2017)



Cathryn Carlisle  
(2006)

Parish Clerk	Mrs Cathryn Carlisle
District Councillor's	Peter Tattersley
	Peter Schwier
County Councillor	Graham Butland

## **Councillors Role's**

**Planning Committee Chairman:** Councillor Mandy French

**Website:** Councillor David Eversden

**Village Hall Committee Representative:** Councillor David Eversden

**Transport Representative:** Cllr Gillian Askew

**Bridleways** Cllr Mandy French

**Footpaths** Cllrs French, Cllr Norman, Cllr Oates, Cllr Golding

**Highways** Cllr Gurnett, Cllr Askew

The Parish Council now has a Facebook page

<https://www.facebook.com/ShalfordParishCouncilEssex>

### **Footpath Volunteering (Adopt a Footpath)**

The Parish Council is seeking volunteers to adopt a footpath which they regularly walk. It would be appreciated if Volunteers were able to cut back small vegetation growth such as overhanging brambles and report any major problems like fallen way-marker post to the Clerk.

**Meeting Attendance** – DC & CC normally have more than one parish council meeting on any one evening to attend

	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	
Colin Golding	Y	Y	A	M E E T I N G	Y	A	Y	Y	Y	Y	Y	
Mandy French	Y	Y	Y		N O	Y	Y	Y	Y	Y	Y	
Gillian Askew	Y	Y	Y			Y	Y	Y	Y	Y	Y	
David Eversden	Y	Y	Y			Y	Y	Y	Y	Y	Y	
Alan Oates	Y	y	Y			Y	Y	Y	Y	Y	Y	
Adrian Gurnett	Y	A	Y			Y	Y	Y	Y	Y	Y	
Richard Norman	Y	A	Y			Y	Y	A	Y	Y	Y	
District Councillors	y	Y	Y			Y	A	Y	A	Y	A	A
CC G Butland	N	N	Y			Y	Y	A	Y	N	N	A

### Legend

A – Apology    H – Holiday I – Illness N – Non-Attendance  
R – Resigned    Y – Attended

## The Details – what we do

### Finances: -

The Parish Council holds two separate accounts at Barclays Bank in Braintree: A current account for routine daily business and an investment account which holds reserved funds for projects and non-routine expenditure.

The Parish Council is VAT registered and claims back VAT on valid expenditure.

An internal audit is undertaken, and the appointed External Auditors are the Audit Commission.

### **Managing Our Finances: -**

Our income comes from the Parish Rate charged to each household within Shalford and shown against the BDC rate sent to all in March each year

### **Subscriptions: -**

The Parish Council subscribes to the following organisations for consultation purposes:

National Association of Local Councils

Essex Association of Local Councils

Braintree Association of Local Councils

Rural Community Council of Essex

### **Grants to local organisations: -**

Grants are available to provide equipment or to use for projects that will help the organizations flourish in the village. St Andrews Church PCC received a grant of £2,000 in 18/19 as a contribution towards making the churchyard a tranquil place to visit and contemplate. £4,000 to Shalford Village Hall.

### **Insurance: -**

The Parish Council holds insurance cover for its equipment and street furniture. It also holds public liability insurance, personal accident cover, legal fees and employer's liability insurance. All insurance cover is provided by Aviva.

### **Planning: -**

The Parish Council is a Statutory Consultee under planning legislation. As such it can make recommendations to Braintree District Council (BDC) as to whether a particular application should be approved or not but they do not have to accept those recommendations. The Parish Council presided over 20 planning applications and Tree Preservation Orders (TPO's) last year.

**Highways: -**

The Parish Council liaises regularly with Essex County Council when problems occur on our roads.

**Street Lighting: -**

The Parish Council provides streetlights for which power is obtained from E-on Ltd. All lights are annually maintained and cleaned: A & J Lighting Solutions undertakes this service.

**Footpaths: -**

Footpaths are cut by contractors employed by ECC, and the Parish Council liaises with ECC on the quality of this service. Due to financial constraints ECC now only cut footpaths once a year.

**Grass Verge Cutting: -**

The Parish Council contracts MD Landscapes to cut grass along the sides of the roadways.

**Bus Shelter Maintenance: -**

The Parish Council employs Mr Paul Edwards to clean the bus shelters and empty the rubbish bins.

**Dog Waste Bins: -**

These are provided by and emptied by Braintree District Council

**Notice Boards: -**

The Parish Council provides Notice Boards at the Village Hall and in bus shelters at Clifffield, Church End and Jaspers Green. The Clerk regularly updates the notice boards around the village, which provide local Information.

**Website: -**

The Parish Council uses the Shalford Community website to inform the public of meetings and display confirmed minutes of meetings. The address is: [www.essexinfo.net/shalford](http://www.essexinfo.net/shalford)

## **Annual Parish Meeting: -**

Since 2009 it has been a statutory requirement for a Parish Council to organise the Annual Parish Meeting which an opportunity for residents is to ask questions of the Parish Council and for organisations in the village to talk about their activities and recruit new members.

## **Stoneley Park: -**

The landscaping was completed in August 2018 once all established some seating will be installed.

## **Parish Council Meeting Dates 2019/2020**

Normally on the 3rd Wednesday of each month at Shalford Village Hall at 7.30pm - Public are Welcome to attend

Meeting Agenda displayed on the Parish Notice boards at Village Hall Car Park and Clifffield bus shelter, plus web site, 3 days prior to meetings

15 <sup>th</sup> May	19 <sup>th</sup> June
17 <sup>th</sup> July	No Meeting August
18 <sup>th</sup> Sept	16 <sup>th</sup> Oct
20 <sup>th</sup> Nov	18 <sup>th</sup> Dec
15 <sup>th</sup> Jan	19 <sup>th</sup> Feb
18 <sup>th</sup> March	15 <sup>th</sup> April
APM TBA	

We receive payment from Braintree District Council known as a precept payment which is derived from our expected costs for the coming year which councillors submit each January to Braintree DC

One of the main aims in the past few years has been to improve our village environment for the benefit of all, late Autumn 2016 another 1,000 daffodils bulbs were planted in the Jaspers Green/Shalford Green areas and this year we plan to plant native Bluebells.

The Parish Council accounts are available to view on the website

## Keeping You Informed

Shalford Parish Council operates an open-door policy where all documents are published for all to view

Visit our improved website at: - <http://www.essexinfo.net/shalford>,. This is a completely free web hosting service provided by Essex County Council where we hold public records for example:



The screenshot shows the website interface for Shalford Parish Council. On the left is a navigation menu with the following items: Home, Shalford Parish Council (highlighted in red), Council Members, Minute/Agenda, Annual Report, BDC Planning, Correspondence Rec'd, Finances, GDPR 2018, General Documents, Policies/Procedures, and Shalford News. The main content area displays the breadcrumb 'Home / Shalford Parish Council', the Shalford coat of arms, and the text 'Herb' in green. Below this is the contact number 'Tel: 01440 731 9' and the heading 'Meeting Dates 2019:-'. The meeting schedule is listed as: 16<sup>th</sup> Jan - 20<sup>th</sup> Feb - 20<sup>th</sup> Mar - 17<sup>th</sup> Jul - No Meeting August - 1.

1. 15 years of Minutes & Agendas
2. 10 years of Annual Reports
3. Over 12 months of Planning Applications applying to Shalford with links to BDC planning search web site engine
4. Recent addition to view important documents received by our Parish Clerk

### Join our Monthly Email Service

Receive one email per month providing Current News items and upcoming Events, in a secure system by sending your name & telephone contact number to: -

**ADD ME** at: - [info@shalfordnews.co.uk](mailto:info@shalfordnews.co.uk)



This years projects The Parish Council has refurbished Jaspers Green and Church End Shalfords Bus Shelters

After many months got the Defibrillator installed and working at Jaspers Green



Thanks goes to all those that helped with our annual Christmas Tree at Shalford Village Hall

## **TO BE A COUNCILLOR YOU NEED TO**

- Care about getting the best for your Community.
- Have a willingness to represent your electorate.
- Want to make a difference.
- Undertake training courses.
- Adhere to the Code of Conduct.
- Register your interests.
- Have the time.
- Be committed and enthusiastic.

### **Could this be you?**

#### **The Code of Conduct**

##### **You must:**

- Promote equality by not discriminating unlawfully against any person.
- Treat others with respect.
- Ensure you do not use the authority's resources for political purposes unless it is part of the functions of either the authority or your elected office.

##### **You must not:**

- Compromise the impartiality of anyone who works for, or on behalf of, the authority.
- Disclose confidential information without valid consent.
- Prevent anyone getting information they are entitled to.
- Bring your office or authority into disrepute at any time.
- Use your position improperly to advantage or disadvantage yourself or anyone else.

## **TIME TO MAKE A DIFFERENCE?**

Town, Village and Parish Councillors are an essential element of the 'Big Society' and have a long tradition of promoting a sense of pride in the local community.

This role should be further enhanced by the national government initiative to modernize local government, making it more accountable to the community it serves.

### **How much time does it take?**

Quite often Councillors say that their duties occupy them for about three hours per week. Some Councillors spend more time than this and others less, it depends on their level of involvement.

### **Training**

Training can open Councillors eyes to new possibilities, and it is essential that they undertake training to fully partake in their role. A wide range of training for Councillors is available through the Essex Association of Local Councils [EALC].

- Roles & Responsibilities
- Law & Procedures
- Planning
- Council Finance
- Budget & Precept
- Employment Issues
- Chairman/Councillor Training

**LIVE IN THE BRAINTREE DISTRICT?**

**BRING**

**ID**

**TO  
VOTE**

**ON 2**

**MAY**

**2019**

BRAINTREE DISTRICT COUNCIL IS TAKING PART IN A CABINET TRIAL TO TEST WAYS OF PROTECTING YOUR VOTE.

In order to vote at a Polling Station in the Braintree District you will need to show either **1 piece of Photo ID** or **2 pieces of Non-Photo ID** before you are given your ballot paper.

We will be writing to every household to let you know what identification documents will be accepted.

Further information will be published on our website at [www.braintree.gov.uk/VoterID](http://www.braintree.gov.uk/VoterID)  
call 01376 552525  
email [csc@braintree.gov.uk](mailto:csc@braintree.gov.uk)



# **Shalford Annual Parish Meeting**

**Shalford Village Hall  
March 21st, 2019  
7.30pm**

**Adam Pipe**  
Overview of Roads Policing for Essex

**PLUS**  
Presentations from various Village  
Organizations

An opportunity to put questions and suggestions  
to your Parish Council

Refreshments will be provided

## **Everyone is Welcome**