|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Minutes of Barnston Parish Council Meeting held on** | | | | | |
|  |  | | | | | |
|  | **Monday 8th June 2015 at Barnston Village Hall** | | | | | |
|  | | |  |  |  | |
|  | | |  |  |  | |
| Present: | | | Cllr. R. Burlend | Cllr. V. Ranger | Cllr. P. Singleton | |
|  | | | Cllr. S. Tuttlebury | Cllr. S. Sellens | Cllr. D. Ranger | |
|  | | |  | Mrs C. Hartley (Clerk) | Mrs J. Hammond (Clerk) | |
|  | | |  |  |  | |
|  | | |  |  |  | |
|  | **1.00** | **Apologies** – Cllr. M. Sully, Cllr. J. Clyne, Cllr. S. Barker, Cllr. G. Barker, Cllr. Hicks | | | |  |
|  | **2.00** | **Declaration of Interest** – Declarations of Interest were declared by Cllr. Sellens – Item 11.00 and Cllr. Tuttlebury – Item 7.04. | | | |  |
|  | **3.00** | **Public Forum** – No members of the public present. | | | |  |
|  | **4.00** | **District and County Councillors Report** | | | |  |
|  |  | Cllr. Ranger gave a report on behalf of Uttlesford District. | | | |  |
|  | **5.00** | **Road Safety** | | | |  |
|  |  | Cllr. V. Ranger reported that no incidents had come to his attention since the last meeting.  He also informed the meeting that he is currently awaiting a reply from Highways in respect of the type of Pedestrian Crossing that would be suitable for the Barnston B1008. | | | |  |
|  | **6.00** | **MINUTES** | | | |  |
|  |  | The Minutes of the Meeting held on Monday 11th May 2015 were approved and signed. | | | |  |
|  | **7.00** | **CLERKS REPORT** | | | |  |
|  | **7.01** | **Handyperson** | | | |  |
|  |  | During the past month the ditch area in Watts Close has been strimmed.  The tractor is currently out of action and Tuckwells are booked to take a look at it on Tuesday 16th June. | | | | AV |
|  | **7.02** | **Clerk handover** | | | |  |
|  |  | The handover to Mrs. Hartley, the new Clerk, will commence week commencing 15th June. | | | | Clerk |
|  | **7.03** | **High Easter Road development** | | | |  |
|  |  | There have been two complaints from residents in respect of the height of the new houses being built in Plowden Close, High Easter Road.  Cllr. V. Ranger will update the Parish Council once he has received a reply from Nigel Brown of UDC who has been asked to investigate this matter. | | | | VR |
|  | **7.04** | **Late item from the weekly planning list** | | | |  |
|  |  | **UTT/15/1735/HHF** – Erection of first floor rear extension.  2 Berners End, Barnston CM6 1LY.  It was noted that the Parish Council had no objections to this application. | | | |  |
|  | **7.05** | **Complaint to bus company** | | | |  |
|  |  | The Parish Council received a complaint from a resident who viewed anti-social behaviour by passengers travelling on a service with Advance Mini Buses of Rochford.  A letter of complaint has been sent to the company from the Parish Council. | | | |  |
|  | **8.00** | **FINANCIAL POSITION** | | | |  |
|  |  | The financial position as at 31 May 2015 was £20,010.96 in the current account.  This includes the Grant of £1,289 from UDC, which is paid in addition to the 2015/16 Precept. | | | |  |
|  | **8.01** | **2014/15 Annual Audit** | | | |  |
|  |  | The Parish Council reviewed and approved Sections 1 and 2 of the Annual Return.  It was agreed that work will continue to the progress being made on the Risk Assessment document. | | | | Clerk |
|  | **8.02** | **Appointment of Internal Auditor for 2015/16** | | | |  |
|  |  | The Parish Council RESOLVED that Mr Maurice Howard be appointed Internal Auditor to Barnston Parish Council for the 2015/16 Internal Audit. | | | |  |
|  | **8.03** | **Barnston United Charities – Annual Report & Financial Statement for the year ended 31 March 2015** | | | |  |
|  |  | Cllr. Sully was unable to attend the meeting - this item will be put forward to the July Agenda. | | | | MS/DR |
|  |  | Cllr. D. Ranger reported that the mandate was currently being changed at Barclays Bank in respect of the signatories to the Barnston United Charities bank account. | | | |  |
|  | **9.00** | **ITEMS FROM PREVIOUS MEETING** | | | |  |
|  | **9.01** | **Star Councils 2015** | | | |  |
|  |  | Information has been received from the Essex Association of Local Councils requesting nominations for the Star Council 2015 awards.  Noted. | | | |  |
|  | **10.00** | **Councillor Vacancy** | | | |  |
|  |  | Following the Parish Council Elections last month, there were insufficient nominations for Councillors of Barnston Parish Council.  Therefore, there is currently a vacancy for one Councillor. Any resident of Barnston interested in this position should apply to the Clerk at barnstonpc@hotmail.com. | | | |  |
|  | **11.00** | **Planning Applications** | | | |  |
|  |  | **UTT/15/1310/HHF** – Erection of first floor side extension.  42 Barnston Green, Barnston CM6 1PH.  It was agreed that the Parish Council would make a comment to UDC in respect of the proposed extension reducing the daylight currently enjoyed by the occupants of 41 Barnston Green. | | | | Clerk |
|  | **12.00** | **Planning Applications Determined** | | | |  |
|  |  | None received. | | | |  |
|  | **13.00** | **Planning Appeals** | | | |  |
|  |  | None received. | | | |  |
|  | **14.00** | **General Correspondence to note** | | | |  |
|  | **14.01** | EALC - Noted. | | | |  |
|  | **14.02** | Bus News – Cllr. Tuttlebury informed the meeting that the cost of the Essex Sunday Saver ticket, offering unlimited Sunday travel on any of the qualifying bus services in Essex, is due to rise with effect from 14th June 2015.  Noted. | | | |  |
|  | **14.03** | **UDC – Community Project Grant Scheme 2015/16** | | | |  |
|  |  | An application form has been received from UDC in respect of the Community Project Grant Scheme 2015/16.  It was agreed that the Clerk would investigate the cost of a new item of play equipment for the Watts Close play area.  An application for funds toward this can then be made, however the money applied for has to be matched by the Parish Council. | | | | Clerk |
|  | **15.00** | **CHEQUES** The following cheques were agreed and signed at the meeting | | | | £ |
|  |  | Mrs J. Hammond | | | | 401.05 |
|  |  | Mr A. Vince | | | | 386.44 |
|  |  | Mrs J. Hammond (Expenses) | | | | 37.55 |
|  |  | Mr A. Vince (Expenses) | | | | 53.18 |
|  |  | Essex Pension Fund | | | | 88.52 |
|  |  | Acumen Wages Service (Payroll May and June 2015) | | | | 48.00 |
|  |  | Zurich Municipal (Parish Council insurance) | | | | 1011.31 |
|  |  | Cottage Corner Art | | | | 40.00 |
|  |  | Docsoft IT Ltd | | | | 33.95 |
|  |  | P. Tuckwell Ltd | | | | 87.33 |
|  |  | Barnston Village Hall (Hire of hall February 2015) | | | | 11.55 |
|  |  |  | | | |  |
|  |  | **Direct Debits/Standing Orders** | | | | £ |
|  |  | EON | | | | 59.06 |
|  |  | A&J Lighting Solutions | | | | 56.58 |
|  |  | UDC – Garage Rent | | | | 50.05 |
|  |  |  | | | |  |
|  |  |  | | | |  |
|  |  | There being no further business the meeting closed at 9.00 p.m.  The next Parish Council meeting will take place on **Monday 13th July 2015 at 7.45 p.m.** | | | |  |