|  |
| --- |
| **Minutes of Barnston Parish Council Meeting held on** |
|  |
| **Monday 11th May 2015 at Barnston Village Hall** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Present: | | | Cllr. R. Burlend - Chairman | Cllr. V. Ranger | Cllr. S. Tuttlebury | |  |
|  | | | Cllr. P. Singleton | Cllr. S. Sellens | Cllr. D. Ranger | |  |
|  | | |  |  | Mrs. J. Hammond – Clerk | |  |
|  | | |  |  |  | |  |
|  | | |  |  |  | |  |
|  | **1.00** | **Election of Chairman** – Cllr. R. Burlend was proposed by Cllr. M. Sully (advance letter) to continue in the role as Chairman.  This was seconded by Cllr. V. Ranger.  Cllr. R. Burlend signed the Declaration of Acceptance of Office Form. | | | |  | |
|  | **2.00** | **Election of Vice-Chairman** – Cllr. M. Sully was proposed as Vice-Chairman by Cllr. J. Clyne (advance letter).  This was seconded by Cllr. S. Tuttlebury. | | | |  | |
|  | **3.00** | **Apologies** – Cllr. J. Clyne, Cllr. M. Sully, Cllr. Barker, Cllr. Hicks | | | |  | |
|  | **4.00** | **Declaration of Interest** – None. | | | |  | |
|  | **5.00** | **Public Forum** – Three members of the public present. | | | |  | |
|  | **5.01** | Having attended the meeting on 12th November 2012 to raise the same issue, a member of the public spoke of the noisy road surface on the B1008 running through the village.  Cllr. Ranger apologised for not having reported back to the resident when he made his original enquiry and also made assurances that the resurfacing is on a list of works that has been drawn up by Highways.  However, the work is at the lower end of the list with no date having been set for it to be carried out.  Cllr. Ranger also said that Barnston Parish Council will make requests in an effort to ensure that the substandard level of workmanship previously carried out, does not reoccur. | | | | VR | |
|  |  | Cllr. Ranger also spoke of the HGV weight limit of 7.5 tonnes that has now been set for traffic passing through Great Dunmow town.  Cllr. Ranger will ask Cllr. Barker to raise the matter with Highways for the weight limit to be extended through Barnston. | | | | VR/Cllr. Barker | |
|  | **6.00** | **Appointment of Representatives**It was unanimously  agreed that Councillors would continue with their appointed areas of special interest.  Cllr. S. Sellens and Cllr. P. Singleton will also share responsibility as Village Hall Representatives. | | | |  | |
|  |  | **Cllr.. R. Burlend** – Chairman.  Finance Working Party, Roads, School Bus, Miscellaneous | | | |  | |
|  |  | **Cllr.. M. Sully** – Vice Chairman.  Barnston United Charities, Finance Working Party, Environmental Issues | | | |  | |
|  |  | **Cllr.. V. Ranger** – Road Safety Rep.  Civil Defence, ECC/Chelmsford City Council, Local & District Plans | | | |  | |
|  |  | **Cllr.. J. Clyne** - Finance Working Party, Community Issues, Health & Safety, Miscellaneous | | | |  | |
|  |  | **Cllr. D. Ranger** – Barnston United Charities, Uttlesford District Council, Play Area Watch | | | |  | |
|  |  | **Cllr. S. Sellens** – EALC, RCCE, Local Government, Village Hall Rep, Miscellaneous | | | |  | |
|  |  | **Cllr. P. Singleton** – Neighbourhood Watch, Charities, Play Area Watch, Village Hall Rep | | | |  | |
|  |  | **Cllr. S. Tuttlebury** – Public Transport, Health, Housing | | | |  | |
|  |  | **Vacancy** – tba | | | |  | |
|  | **7.00** | **District and County Councillors Report** – Cllr. Ranger gave a report on behalf of Uttlesford District Council.  The Chairman thanked Cllr. Ranger and also asked for thanks to be minuted to Cllr. Hicks and Cllr. Barker for their support and attendance at Parish Council meetings over the past year. | | | |  | |
|  | **8.00** | **Road Safety** | | | |  | |
|  |  | As well as answering questions during the Public Forum (Item 5.00), Cllr. Ranger reported that no accidents had come to his attention since the last meeting. | | | |  | |
|  |  | He also gave an update following the seven day PV2 Traffic Survey, carried out as part of the request for a pedestrian crossing for the B1008.  Barnston qualifies on most counts for the crossing but details of the cost and timescale are currently awaited from ECC Highways.  If these prove to be unsatisfactory, the issue will go for public appeal. | | | |  | |
|  | **9.00** | **MINUTES** | | | |  | |
|  |  | The Minutes of the Meeting held on Monday 13th April 2015 were approved and signed. | | | |  | |
|  | **10.00** | **CLERKS REPORT** | | | |  | |
|  | **10.01** | Alan, the Handyperson is now working the longer summer hours with the grass around the village being regularly cut. | | | |  | |
|  | **10.02** | The Annual Health & Safety inspection of the play areas for 2015 will be carried out during this month. | | | |  | |
|  | **10.03** | A&J Lighting have carried out the annual maintenance of the 31 street lamps owned by the Parish Council.  All lamps were cleaned and where necessary, parts replaced and trees cut back. | | | |  | |
|  | **10.04** | The remaining documents for the 2014/15 audit will be delivered to the Internal Auditor during this coming week.  It is intended that the Parish Council will approve the annual return at the next meeting on 8th June.  The return will then be submitted to PKF Littlejohn. | | | | Clerk | |
|  | **10.05** | The annual renewal of Insurance is due on 1st June.  The Parish Council is currently in a long term agreement of 3 years with Zurich Town and Parish and this will expire after this current insurance period (w.e.f. 1st June 2016). | | | |  | |
|  | **10.06** | The Village Hall AGM will be held at 8 p.m. on Wednesday 20st May at the Village Hall. | | | |  | |
|  | **11.00** | **FINANCIAL  POSITION** | | | |  | |
|  |  | The financial position as at 30.04.15 was £26,961.06 in the current account.  This includes the first instalment of the 2015/16 precept which was received into the bank account during April and amounted to £10,691.00.  The Chairman and Clerk signed the cash book as agreeing to bank statements. | | | |  | |
|  | **11.01** | **Essex Association of Local Councils 2015/16 Affiliation Fees** | | | |  | |
|  |  | It was RESOLVED that £255.08 would be paid to the Essex Association of Local Councils for 2015/16 EALC and NALC Affiliation Fees.  This amount represents a reduction of £1.16 from 2014/15. | | | |  | |
|  | **11.02** | **Parish Council Donations** – In order to keep the 2015/16 Precept below a 5% increase the Parish Council had been unable to budget for charity donations to be made during this current year.  This will be reviewed when the budget for 2016/17 is set later this year. | | | |  | |
|  | **12.00** | **Clerk Vacancy** | | | |  | |
|  |  | The Parish Council RESOLVED to employ Carol Hartley as the new Clerk with effect from 1stJune 2015.  From that date Mrs Hammond will handover to Mrs Hartley over a period of 6 weeks. | | | | CH/JH | |
|  | **13.00** | **Planning Applications** – None received | | | |  | |
|  | **13.01** | **Planning Applications Determined** – None received | | | |  | |
|  | **13.02** | **Planning Appeals**– None received | | | |  | |
|  | **14.00** | **General Correspondence to note** | | | |  | |
|  | **14.01** | **Bus Passenger News** – Cllr. Tuttlebury reported the continued problem of the buses through Barnston running late.  This however seems to be a problem for the whole district. | | | |  | |
|  | **14.02** | **EALC** - various courses and publications.  Noted | | | |  | |
|  | **15.00** | **CHEQUES** The following cheques were agreed and signed at the meeting: | | | | **£** | |
|  |  | Mrs J. Hammond (April Wages) | | | | 389.78 | |
|  |  | Mr. A. Vince (April Wages) | | | | 374.90 | |
|  |  | Mrs J. Hammond (Expenses) | | | | 61.45 | |
|  |  | Mr. A. Vince (Expenses) | | | | 57.29 | |
|  |  | Essex Pension Fund | | | | 85.92 | |
|  |  | Acumen Wages Service (monthly salaries and year end) | | | | 66.00 | |
|  |  | EALC (EALC & NALC Affiliation Fee 2015/16) | | | | 255.08 | |
|  |  | N. Powell-Davies (Accounting services) | | | | 60.00 | |
|  |  | Barnston Village Hall (hire of hall 13 April 2015) | | | | 11.55 | |
|  |  | **Direct Debits/Standing Orders** | | | |  | |
|  |  | Uttlesford District Council – Garage Rent | | | | 50.05 | |
|  |  | A&J Lighting Solutions | | | | 56.58 | |
|  |  | A&J Lighting Solutions (Lamp at 51-53 Watts Close) | | | | 127.20 | |
|  |  | A&J Lighting Solutions (Annual Maintenance) | | | | 600.90 | |
|  |  | E.ON | | | | 42.40 | |
|  |  |  | | | |  | |
|  |  | There being no further business the meeting closed at 9.00pm.  The next Parish Council meeting will take place on Monday 8th June 2015 at 7.45pm. | | | |  | |
|  |  |  |  |  |  |  |  |