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| **Minutes of Barnston Annual Council Meeting held on** |
|  |
| **Monday 9th May 2016 at Barnston Village Hall** |

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| Present: | | | Cllr. R. Burlend | Cllr. V. Ranger | Cllr. D. Ranger | |  |
|  | | | Cllr. S. Sellens | Cllr. S. Tuttlebury | Cllr. D. Jackaman | |  |
|  | | | Mrs. C. Hartley – Clerk |  |  | |  |
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|  | | |  |  |  | |  |
|  | **1.00** | **Apologies** – Cllr. J. Clyne, Cllr. M. Sully, Cllr. S. Barker, Cllr. G.Barker | | | |  | |
|  |  | Cllr.E. Hicks | | | |  | |
|  | **2.00** | **Declaration of Interest** – Cllr S Sellens – re: item 10. | | | |  | |
|  | **3.00** | **Public Forum** – no members of the public present. | | | |  | |
|  | **4.00** | **Chairman’s Address** – Cllr Richard Burlend welcomed everyone to the | | | | RB | |
|  |  | meeting. | | | |  | |
|  |  | Finance: The balance of the current account at the year end was £19,740.41 | | | |  | |
|  |  | compared with £17,692.83 last year. | | | |  | |
|  |  | Road matters: Cllr Ranger continues his work towards securing a pedestrian | | | |  | |
|  |  | crossing for the B1008. Condition of local road surfaces is a cause for concern | | | |  | |
|  |  | and many residents have brought the levels of traffic on High Easter Road to | | | |  | |
|  |  | the attention of the Parish Council. The new development at Plowden Close | | | |  | |
|  |  | has caused inconvenience and disruption to residents.  As this development | | | |  | |
|  |  | is now nearing completion it is hoped that these problems will not reoccur. | | | |  | |
|  |  | Salt Scheme: The County Council have again provided road salt, thankfully | | | |  | |
|  |  | the mild winter weather meant that it can be stored for use next year. Three | | | |  | |
|  |  | pedestrian salt spreading machines are held by Barnston residents and the | | | |  | |
|  |  | enthusiasm and cooperation by the volunteers is greatly appreciated by | | | |  | |
|  |  | both the Parish Council and local road users. | | | |  | |
|  |  | Village Handyman: Alan Vince, our handyman continues to maintain the | | | |  | |
|  |  | appearance of the village.  In order to achieve this the Parish Council have | | | |  | |
|  |  | invested in a new tractor.  Our thanks to Cllr Sully for obtaining and | | | |  | |
|  |  | evaluating quotes. | | | |  | |
|  |  | Damage reported last year to the verges at the junction of Berners End and | | | |  | |
|  |  | Watts Close continues to be a problem made worse by inconsiderate | | | |  | |
|  |  | parking.  The causes the bin collection lorries to have to mount the verge to | | | |  | |
|  |  | negotiate the corner. | | | |  | |
|  |  | The Onslow Green nature reserve continues to be monitored by volunteer | | | |  | |
|  |  | warden Cllr Sully.  Conservation work has been assisted by students of | | | |  | |
|  |  | Felsted School and their contribution together with our Handyman and | | | |  | |
|  |  | Cllr Sully is much appreciated. | | | |  | |
|  |  | Parish Council: there have been some changes to the Parish Council this year. | | | |  | |
|  |  | Julie Hammond has left to persue other opportunities and her place has | | | |  | |
|  |  | been taken by Carol Hartley.  Carol has settled in quickly and her ongoing | | | |  | |
|  |  | connection with EALC is another asset.  Mickey LeMasurier has relinquished | | | |  | |
|  |  | his position on the Parish Council and we have been pleased to welcome | | | |  | |
|  |  | back Delyse Jackaman to the vacancy. | | | |  | |
|  |  | As chairman I would like to record my personal thanks to all members of | | | |  | |
|  |  | the Parish Council and our district and county council representatives | | | |  | |
|  |  | for their continued support. | | | |  | |
|  | **4.01** | **Election of Chairman** – Cllr R Burlend was proposed by Cllr V Ranger | | | |  | |
|  |  | and seconded by Cllr S Tuttlebury.  Cllr Burlend then signed the | | | |  | |
|  |  | Declaration of Acceptance of Office to continue his role as Chairman. | | | |  | |
|  | **4.02** | **Election of Vice-Chairman** – Cllr. M. Sully had agreed by advance letter that | | | |  | |
|  |  | he would continue in his role as Vice Chairman, subject to council approval. | | | |  | |
|  |  | Cllr Sully was proposed by Cllr R Burlend and seconded by Cllr S Sellens. | | | |  | |
|  | **4.03** | **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 (agreed by advance letter) | | | |  | |
|  |  | **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 (agreed by advance letter) | | | |  | |
|  |  | **Cllr. S. Tuttlebury** – Public Transport, Health, Housing | | | |  | |
|  |  | **Cllr. D. Jackaman** – area of special interest to be agreed. | | | |  | |
|  | **5.00** | **District and County Councillors Report** – No significant items to report. | | | | VR | |
|  | **6.00** | **Road Safety** – Cllr Ranger reported that he has submitted a letter to | | | | VR | |
|  |  | Highways, detailing all road safety and improvement measures that | | | |  | |
|  |  | have been proposed and discussed over several months. | | | |  | |
|  | **7.00** | **MINUTES** | | | |  | |
|  |  | The Minutes of the Meeting held on Monday 11th April 2016 were approved and signed. | | | |  | |
|  | **8.00** | **CLERKS REPORT** | | | |  | |
|  |  | Year end accounts: Clerk met with parish council bookkeeper on 19th April to | | | |  | |
|  |  | finalise year end accounts. | | | |  | |
|  |  | Internal audit: Clerk met with internal auditor on 3rd May to review the | | | |  | |
|  |  | accounts and agree the Annual Return figures.  Annual Return to be | | | |  | |
|  |  | sent to external auditor PKF Littlejohn by 13th June 2016. | | | |  | |
|  |  | Precept: First instalment of £13,052.50 received on 15th April 2016. | | | |  | |
|  |  | Community Project Grant Scheme: the scheme is in place again for | | | |  | |
|  |  | 2016-17. | | | |  | |
|  |  | Stony Ground Spring (re: horse jumps): Clerk awaiting response from UDC. | | | |  | |
|  |  | Insurance: Clerk awaiting insurance quotes from Zurich and AON for | | | |  | |
|  |  | comparison by the parish council. | | | |  | |
|  |  | Village Hall play area benches:  correspondence has been received by a | | | |  | |
|  |  | a resident that one of the benches is in need of repair.  Councillors agreed | | | |  | |
|  |  | our Handyperson should buy the necessary materials to complete the work. | | | |  | |
|  | **9.00** | **FINANCIAL  POSITION** | | | |  | |
|  |  | The financial position as at 30th April was £26,910.74 in the current account. | | | |  | |
|  | **9.01** | **Annual Return** | | | |  | |
|  |  | Councillors had received a copy of the year end accounts prior to the meeting | | | |  | |
|  |  | to enable them to reconcile and agree the figures to the Annual Return. | | | |  | |
|  |  | It was noted that the format of the Return has changed this year and care was | | | |  | |
|  |  | taken to ensure that the sections were agreed and signed in the correct order. | | | |  | |
|  | **9.02** | **Cashbook** – the Chairman and Clerk signed the cashbook as agreeing to the | | | |  | |
|  |  | bank statement at the year end. | | | |  | |
|  | **10.00** | **Planning Applications** – **UTT/16/1010/HHF –**37 Barnston Green. | | | |  | |
|  |  | Application pending; no comments received. | | | |  | |
|  |  | **UTT/16/0721/HHF** – 46 Barnston Green – application withdrawn. | | | |  | |
|  | **11.00** | **Planning Applications Determined** – None received | | | |  | |
|  | **12.00** | **Planning Appeals**– None received | | | |  | |
|  | **13.00** | **General Correspondence to note** | | | |  | |
|  | **14.00** | **Bus News** – Cllr Tuttlebury reported that new bus timetables are now available | | | |  | |
|  |  | from the library in Dunmow, including details of the new Park and Ride | | | |  | |
|  |  | service to Broomfield hospital. | | | |  | |
|  | **14.01** | **EALC news**: none to report. | | | |  | |
|  | **15.00** | **CHEQUES** The following cheques were agreed and signed at the meeting: | | | | **£** | |
|  |  | Mrs C. Hartley | | | | 367.82 | |
|  |  | Mr. A. Vince | | | | 456.30 | |
|  |  | Mr. A. Vince (expenses) | | | | 7.00 | |
|  |  | Essex Pension Fund | | | | 104.80 | |
|  |  | Acumen Wages Service (April salaries) | | | | 24.00 | |
|  |  | N. Powell-Davies (bookkeeping service) | | | | 70.00 | |
|  |  | Barnston Village Hall (April hire) | | | | 11.55 | |
|  |  | Post Office Ltd (HMRC April) | | | | 97.40 | |
|  |  | Mr V Ranger (expenses for report to Highways) | | | | 95.03 | |
|  |  |  | | | |  | |
|  |  | **Direct Debits/Standing Orders** | | | |  | |
|  |  | Uttlesford District Council (garage rent) | | | | 50.88 | |
|  |  | A&J Lighting Solutions (monthly maintenance) | | | | 56.58 | |
|  |  | E.ON | | | | 59.06 | |
|  |  |  | | | |  | |
|  |  | There being no further business the meeting closed at 9.00pm.  The next Parish Council meeting will take place on Monday 13th June 2016 at 7.45pm. | | | |  | |
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