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| **Minutes of Barnston Parish Council Meeting held on** | | | | | |
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|  | **Monday 8th May 2017 at Barnston Village Hall** | | | | | |
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| Present: | | | Cllr. R. Burlend MBE | Cllr V Ranger | Cllr D Jackaman | |
|  | | | Cllr. S. Tuttlebury | Cllr P Singleton | Mrs L Penny MBE | |
|  | | | Cllr S Sellens |  | (Clerk) | |
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|  | **1.00** | **Apologies** – Cllr G Barker, Cllr Eric Hicks, Cllr S Barker, Cllr J Clyne, | | | |  |
|  |  | Cllr M Sully, Cllr D Ranger | | | |  |
|  |  |  | | | |  |
|  | **2.00** | **Declaration of Interest** **-** Nil | | | |  |
|  |  |  | | | |  |
|  | **3.00** | **Public Forum -**Nil | | | |  |
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|  | **4.00** | **Chairman’s Address** | | | |  |
|  |  |  | | | |  |
|  |  | Cllr Richard Burlend welcomed everyone to the meeting. | | | |  |
|  |  |  | | | |  |
|  |  | The financial position of the Council at the end of the Financial Year is: | | | |  |
|  |  | £27,439.47, compared with £19,740.41 last year. | | | |  |
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|  |  | **B1008 & Road Matters** | | | |  |
|  |  |  | | | |  |
|  |  | The condition of the local roads continues to be a cause for concern, although | | | |  |
|  |  | some repairs have been undertaken recently coinciding, coincidentally, with | | | |  |
|  |  | the local elections.  However, welcome as these repairs are, it is to be hoped | | | |  |
|  |  | that the quality of the repairs are such that long lasting benefit is achieved.  In previous years, concerns have been raised that the quality of repairs have | | | |  |
|  |  | not been to high standards necessarily. | | | |  |
|  |  |  | | | |  |
|  |  | Residents have brought the levels of traffic, especially HGVs through the | | | |  |
|  |  | village, to the attention of the Parish Council yet again.  The Parish Council | | | |  |
|  |  | informed them that we were only too aware of the problem and that we | | | |  |
|  |  | frequently attempted to address this problem with our contacts at District and | | | |  |
|  |  | County levels. | | | |  |
|  |  |  | | | |  |
|  |  | We are awaiting the painting of hatching at the approach to the bus stop in an | | | |  |
|  |  | attempt to prevent inconsiderate parking which has the dual effect of | | | |  |
|  |  | impeding the view of passengers waiting in the bus stop, it also prevents the | | | |  |
|  |  | bus driver seeing if passengers are waiting.  Passengers are forced to walk | | | |  |
|  |  | out into the road to see if buses are approaching which has been identified | | | |  |
|  |  | as a potential danger. | | | |  |
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|  |  | **Salt Scheme** | | | |  |
|  |  |  | | | |  |
|  |  | The Parish Council still has stocks of salt provided by the County Council. | | | |  |
|  |  | Owing to the mild winter we have not made great inroads into these stocks. | | | |  |
|  |  | Three pedestrian salt spreading machines are held by Barnston Residents | | | |  |
|  |  | and the cooperation and enthusiasm shown 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 and in order to achieve this, the Parish Council continues to invest in | | | |  |
|  |  | new equipment.  Alan’s efforts are much appreciated by villagers and some | | | |  |
|  |  | appreciative comments have been received. | | | |  |
|  |  |  | | | |  |
|  |  | 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. | | | |  |
|  |  | This causes the bin collection lorries in particular, but equally any large | | | |  |
|  |  | delivery vehicles, to have to mount the verge to negotiate the corner. | | | |  |
|  |  |  | | | |  |
|  |  | The Onslow Green Nature Reserve continues to be monitored by the | | | |  |
|  |  | volunteer warden and Cllr Sully.  Conservation work has been assisted by | | | |  |
|  |  | students of Felsted School and their contribution and that of the warden, the handyman and Cllr Sully, is much appreciated. | | | |  |
|  |  |  | | | |  |
|  |  | **Play Areas** | | | |  |
|  |  |  | | | |  |
|  |  | These continue to be maintained and formally inspected on an annual basis. | | | |  |
|  |  | We have also introduced a monthly inspection checklist to ensure as far as | | | |  |
|  |  | possible that nothing is overlooked.  We are considering the purchase of | | | |  |
|  |  | some outdoor gym equipment suitable for all ages and abilities but no | | | |  |
|  |  | decisions have so far been made.  There have been occasional complaints | | | |  |
|  |  | of littering, fouling and inappropriate use of the play areas.  However, these | | | |  |
|  |  | are difficult matters to entirely prevent. | | | |  |
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|  |  | **The Parish Council** | | | |  |
|  |  |  | | | |  |
|  |  | There have been some changes to the Parish Council in the past year.  We | | | |  |
|  |  | have had another change of Parish Clerk and welcome Mrs Linda Penny to | | | |  |
|  |  | the Team.  She has settled into the role very quickly indeed. | | | |  |
|  |  |  | | | |  |
|  |  | All that remains now is to record my personal thanks to all members of the Parish Council and our District & County Council representatives for their | | | |  |
|  |  | continued support. | | | |  |
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|  | **4.01** | **Election of Chairman** | | | |  |
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|  |  | Cllr Richard Burlend was proposed by Cllr Sheila Tuttlebury and seconded by | | | |  |
|  |  | Cllr Pamela Singleton.  Cllr Burlend then signed the Declaration of | | | |  |
|  |  | Acceptance of Office to continue his role as Chairman. | | | |  |
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|  | **4.02** | **Election of Vice-Chairman** | | | |  |
|  |  |  | | | |  |
|  |  | Although not present Cllr Mark Sully was content if nominated to continue as | | | |  |
|  |  | Vice-Chairman.  This was proposed by Cllr Vic Ranger and seconded by | | | |  |
|  |  | Cllr Sharon Sellens.  Declaration of Acceptance to be signed in due course. | | | |  |
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|  | **4.03** | **Appointment of Representatives** | | | |  |
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|  |  | It was unanimously agreed that Councillors would continue with their existing | | | |  |
|  |  | appointed area of special interest. | | | |  |
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|  | **5.00** | **District and County Councillors Report** - Nil | | | |  |
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|  |  | Susan Barker was re-elected into Office on the 4th May. | | | |  |
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|  |  | Councillor Barker intends to hold a joint parish council meeting to discuss | | | |  |
|  |  | strategic highway matters.  Councillors will be notified of the date in | | | |  |
|  |  | due course. | | | |  |
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|  |  | Since the announcement of the General Election, Business Rate Reform | | | |  |
|  |  | proposals have been shelved, however there is likely to be an amount of | | | |  |
|  |  | money released, over a 5-year period, to help small businesses. | | | |  |
|  |  |  | | | |  |
|  |  | There was a brief debate on the use of the Stansted Skyline Hotel.  Cllr | | | |  |
|  |  | V Ranger agreed to look into its current use. | | | |  |
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|  | **6.00** | **Road Safety** | | | |  |
|  |  |  | | | |  |
|  |  | The Buttles Hill Local Plan and its proposals had previously been circulated | | | |  |
|  |  | to all Councillors.  Cllr V Ranger agreed to draw up any concerns and | | | |  |
|  |  | questions to be put forward to the Highways Panel. | | | |  |
|  |  |  | | | |  |
|  |  | There was a brief debate regarding recent accidents on the A120 slip road | | | |  |
|  |  | into Dunmow, from Braintree and it was agreed the Clerk would ask the | | | |  |
|  |  | Highways to look into ‘lines of sight’ onto the roundabout. | | | |  |
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|  | **7.00** | **Minutes of Previous Meeting** | | | |  |
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|  |  | The minutes of the previous meeting were agreed as a true and accurate | | | |  |
|  |  | record and signed by the Chairman. | | | |  |
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|  | **8.00** | **CLERKS REPORT** | | | |  |
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|  |  | The first instalment of the precept was received on 13th April for the amount | | | |  |
|  |  | £13,313.50 | | | |  |
|  |  |  | | | |  |
|  |  | The VAT return has now been made. | | | |  |
|  |  |  | | | |  |
|  |  | Year End Accounts – Clerk met with Parish Council Bookkeeper on 13th | | | |  |
|  |  | April to finalise year end accounts | | | |  |
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|  |  | David Heywood is due to commence work on the lay-by ‘hatched’ yellow lines | | | |  |
|  |  | next week | | | |  |
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|  |  | In between meetings the Handyman’s ‘sit on’ mower has now been insured | | | |  |
|  |  | for road use. | | | |  |
|  |  |  | | | |  |
|  |  | AON Insurance Renewal is due on 1st June – we are now in the 2nd year of a | | | |  |
|  |  | 3-year plan. | | | |  |
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|  |  | After an interesting few years, Cllr Decia Ranger has decided to resign as | | | |  |
|  |  | Parish Councillor with immediate effect. | | | |  |
|  |  |  | | | |  |
|  | **9.00** | **FINANCIAL POSITION**  The financial position as at 30 April 2017 is £39,231.92 in the current | | | |  |
|  |  | account. | | | |  |
|  |  |  | | | |  |
|  | **9.01** | **Annual Return** – to approve and sign accounts for year 2016-17 | | | |  |
|  |  |  | | | |  |
|  |  | Section 1 – Annual Governance Statement | | | |  |
|  |  | Councillors had received a copy of the year end accounts prior to the | | | |  |
|  |  | meeting to enable them to reconcile and agree the figures for the | | | |  |
|  |  | Annual Return – these were duly signed and dated. | | | |  |
|  |  |  | | | |  |
|  | **9.02** | **Annual Return** – to approve and sign accounts for year 2016/17 | | | |  |
|  |  |  | | | |  |
|  |  | Section 2 – Accounting Statement 2016/17 | | | |  |
|  |  | End of Year figures for 2016/17 were agreed, signed and dated | | | |  |
|  |  | accordingly. | | | |  |
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|  | **9.03** | **Cashbook** | | | |  |
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|  |  | The Chairman and Clerk signed both the cashbook & bank reconciliation | | | |  |
|  |  | as agreeing to the bank statement at Year End. | | | |  |
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|  | **10.00** | **ITEMS FROM PREVIOUS MEETING (Park Gym discussion)** | | | |  |
|  |  |  | | | |  |
|  |  | This item was again deferred until all councillors are present. | | | |  |
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|  | **11.00** | **Planning Applications** | | | |  |
|  |  |  | | | |  |
|  |  | UTT/17/0983/HHF – 6 Salmons Close, Barnston – demolition of rear | | | |  |
|  |  | conservatory and erection of single storey rear extension (amended | | | |  |
|  |  | Scheme to that approved under UTT/16/1666/HHF) – Noted. | | | |  |
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|  | **12.00** | **Planning Applications Determined** | | | |  |
|  |  |  | | | |  |
|  |  | UTT/17/0635/HHF – Medhurst, High Easter Road - Approved | | | |  |
|  |  | UTT/17/0563/FUL – Kiln Farm, Chelmsford Road, Dunmow - Approved | | | |  |
|  |  |  | | | |  |
|  | **13.00** | **Planning Appeals** - Nil | | | |  |
|  |  |  | | | |  |
|  | **14.00** | **General Correspondence to note** - Nil | | | |  |
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|  | **15.00** | **EALC Various** - Nil | | | |  |
|  |  |  | | | |  |
|  | **16.00** | **Bus News** – Cllr Sheila Tuttlebury was pleased to report the correct timetable | | | |  |
|  |  | was now on display in both Bus Stops. | | | |  |
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|  | **17:00** | **Any Other Business** | | | |  |
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|  |  | In his absence, Cllr J Clyne asked for consideration be given to the speed | | | |  |
|  |  | signs being recalibrated to indicate excess speed from a greater distance. | | | |  |
|  |  | The Clerk agreed to look into this. | | | |  |
|  |  |  | | | |  |
|  | **18.00** | **CHEQUES** – The following cheques were agreed and signed at the meeting: | | | |  |
|  |  | **Cheques** | | | | **£** |
|  |  |  | | | |  |
|  |  | Mr A Vince (Salary) | | | | 438.54 |
|  |  | Mr A Vince (Expenses) | | | | 41.72 |
|  |  | Mrs L Penny (Salary) | | | | 310.90 |
|  |  | Mrs L Penny – reimbursement for Mower ‘Road Use’ Insurance | | | | 178.50 |
|  |  | Mrs L Penny – Stationery Expenses | | | | 32.90 |
|  |  | Post Office Ltd (HMRC PAYE) | | | | 78.80 |
|  |  | Acumen | | | | 24.00 |
|  |  | Barnston Village Hall (April invoice) | | | | 12.75 |
|  |  | Nancy Powell-Davies (Bookkeeper) | | | | 70.00 |
|  |  | AON Local Council Insurance Renewal – 2nd year of 3-year plan | | | | 388.71 |
|  |  |  | | | |  |
|  |  |  | | | |  |
|  |  |  | | | |  |
|  |  | **Direct Debits/Standing Orders** | | | | **£** |
|  |  | EON | | | | 68.59 |
|  |  | A&J Lighting Solutions | | | | 56.58 |
|  |  | UDC | | | | 51.40 |
|  |  |  | | | |  |
|  |  | The meeting concluded at 8:50 p.m.  The next meeting will take place on  **Monday 12th June 2017 at 7:45 p.m. – BARNSTON VILLAGE HALL** | | | |  |
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