**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 8th October 2018 - BARNSTON VILLAGE HALL**

Present:

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| Cllr R Burlend MBE (Chairman) | Cllr S Tuttlebury | Mrs F Jupp (Clerk) |
| Cllr G Barker | Cllr S Sellens |  |
| Cllr V Ranger | Cllr D Jackaman |  |
| Cllr J Hills |  |  |

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| 1.00 | **Apologies for Absence**    Cllr E Hicks, Cllr S Barker, Cllr P Singleton, Cllr J Clyne MVO |
| 2.00 | **Declaration of Interest** - Nil |
| 3.00 | **Public Forum**    One member of the public was present and enquired about the correct application process for distance markers. Visitors to the Rainbow Rural Centre are sent to an incorrect destination when using Satellite navigation, these distance markers would be used to indicate the correct location on approach to the Rainbow Rural Centre.  Cllr Ranger explained the process and provided contact details for Mr John Bradford at Uttlesford District Council. |
| 4.00 | **District & County Councillors Report**    Cllr Graham Barker attended the meeting and reported that Cllr Kevin Bentley, Deputy Leader of Essex County Council has invited County Councillors to work with their local parishes and districts to identify the worst road potholes which require attention. Cllr Susan Barker will liaise with the Clerk regarding this.**ACTION PARISH CLERK**    Cllr Barker gave an update on the Stansted Airport planning application. The application is currently on hold due to concerns surrounding the necessary highways improvements.    An update on Regulation 19, Uttlesford Local Plan was provided by Cllr Barker. Amendments have been published in a document known as ‘Addendum of Focussed Changes to the Local Plan Regulation 19 Pre-Submission Document.’    Cllr Barker reported that he had liaised with the Environmental Health Officer regarding the Travellers site on the edge of Barnston. A general discussion followed, regarding the appropriate next steps. |
| 5.00 | **Road Safety**    No incidents were reported.    Cllr Ranger provided an update on the overgrown vegetation on the Village signs and 30mph speed limit signs. He confirmed that any trees or bushes for which Essex County Council are responsible are cut back annually, this is normally undertaken after September. This is due to the bird nesting season. Cllr Ranger will continue to monitor this.    Cllr Ranger suggested an application for a 20mph speed limit on Berners End and Watts Close. **ACTION PARISH CLERK**  A discussion ensued surrounding the current speed limit on Berners End and concerns of airport parking in areas of Barnston. Cllr Ranger explained the surveying process and possible preventative actions. |
| 6.00 | **Minutes of Previous Meeting**    Minutes of the previous meeting (10th September 2018) were agreed as a true and accurate record and signed by Cllr Richard Burlend, Chairman. |
| 7.00 | **Action Points from previous Meeting**    Cllr Jonathan Hills agreed to investigate the possibility of a salt spreading service in Barnston.  To be addressed at the next meeting. **ACTION: CLLR JONATHAN HILLS.**    Cllr Hills agreed to provide a quotation for the weed spraying around Barnston. To be addressed at the next meeting. **ACTION: CLLR JONATHAN HILLS.**    New Homes Bonus – Defibrillator aids to be purchased. Clerk is progressing with this. **ACTION PARISH CLERK**    The Clerk presented information regarding Community Defibrillator training and the involvement of village residents and village hall users. The clerk will continue to organise. **ACTION PARISH CLERK**    Cllr Jackaman provided a Barnston Village label for the defibrillator box. |
| 8.00 | **Housing Needs Survey**    Laura Atkinson and Sarah Sapsford attended the meeting and presented the results of the Barnston Housing Needs Survey.  A lengthy discussion ensued surrounding the 10% response rate and the possible contributing factors. There was emphasis on the importance of raising awareness of the Housing Register and Local schemes.    A summary of this report will be published to the Village website in due course. **ACTION PARISH CLERK** |
| 9.00 | **Clerk’s Report**    The Precept 2nd instalment of £13,580.00 was credited to the bank account on 10th September 2018.    Notice of Conclusion of Audit 2018 is now on display on the notice boards and website.    The village website operator has informed the Clerk of his intention to move meaning that he will no longer maintain it. He has kindly offered to hand it over to the parish to maintain. The Clerk agreed to assume this role. The Parish Council expressed its thanks to Mr Alan Butler for establishing and maintaining the website since 2002.  **ACTION PARISH CLERK**    Cllr Vic Ranger met with A&J Lighting to review the LED light shield in Berners End. The Clerk agreed to contact UK Power Networks. **ACTION PARISH CLERK**    Rowley Fencing has been to assess the damage to the perimeter fence at the village hall play area. In total, 8 panels need to be replaced. The Clerk will liaise with Rowley Fencing. **ACTION PARISH CLERK** |
| 10.00 | **Financial Position**    The financial position as at 30th September 2018 was £43,753.31 in the current account. |
| 11.00 | **Parish Council Vacancy**    Having gone through the correct procedure via UDC the Parish Council co-opted Mr Matthew Jaggard to fill the vacancy.  Mr Matthew Jaggard was nominated by Councillor J Hills and seconded by Cllr D Jackaman.    The co-opt paperwork and Declaration of Acceptance will be signed in due course. |
| 12.00 | **Uttlesford District Council Sports Facilities and Recreation Strategy– (previously circulated)**    The completion of the questionnaire was undertaken, and the clerk agreed to submit to Uttlesford District Council. **ACTION PARISH CLERK** |
| 13.00 | **Operation London Bridge – Cllr V Ranger**    Cllr Ranger presented ways to consider Operation London Bridge.  A book of Remembrance and the use of the Village Hall to be arranged.  **ACTION PARISH CLERK** |
| 14.00 | **Planning Applications - Nil** |
| 15.00 | **Planning Applications Determined**  UTT/18/1432/FUL | Conversion of barn to 1 dwelling and erection of garaging to serve new and existing dwelling. | Sparlings Farm, Chelmsford Road - Approved with Conditions    UTT/18/2278/FUL | Erection of single storey side extension | Folly Cottage, The Chase – Approved with Conditions |
| 16.00 | **Planning Appeals - Nil** |
| 17.00 | **General Correspondence to note - Nil** |
| 18.00 | **EALC – Various (SS) – Nil** |
| 19.00 | **Bus News (ST) - Nil** |
| 20.00 | **Any Other Business**    Cllr S Sellens said that the Gardens of Easton Lodge are open on 14th October for a Halloween themed day. |

The following invoices were initialled for payment via internet banking:

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| Mr A Vince (Salary) | £ 447.32 |
| Mr A Vince (Expenses) | £   44.41 |
| Mrs F Jupp (Salary) | £ 407.46 |
| HMRC PAYE | £     7.60 |
| Barnston Village Hall | £   12.75 |
| James Todd & Co | £   31.20 |
| PKF Littlejohn LLP – External Auditor | £ 240.00 |
| **DIRECT DEBITS/STANDING ORDERS** |  |
| EON | £  85.25 |
| A&J Lighting Solutions | £  56.58 |
| UDC | £  53.43 |

The next meeting is scheduled for Monday 12th November 2018, 7:45 p.m. at Barnston Village Hall.