**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 10th SEPTEMBER 2018 - BARNSTON VILLAGE HALL**

Present:

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

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| 1.00 | **Apologies for Absence**    Cllr E Hicks, Cllr S Barker, Cllr J Clyne MVO |
| 2.00 | **Declaration of Interest** - Nil |
| 3.00 | **Public Forum**    One member of the public was present who raised concerns over the removal of the football goal posts from the village hall play area.    Cllr Sully explained that it was with reluctance that the Parish Council decided to remove the goal posts with the intention of preventing further damage.  Cllr Sully described the extent of the damage that had been caused to the village hall property and the new perimeter fence, emphasising that any further damage to the fence, would have resulted in a health and safety issue and furthermore, this could have resulted in the park closure.    A General discussion then ensued regarding the future plans for the goal posts and Cllr Burlend explained that the decision will be subject to periodic risk assessment and review. |
| 4.00 | **District & County Councillors Report**    Cllr G Barker attended the meeting and reported that 2000 responses had been received in response to Regulation 19, Uttlesford Local Plan.    Cllr Barker gave an update on the development of the Stansted Airport expansion and the concerns surrounding the necessary highways improvements.    A general discussion followed, regarding the proposed developments surrounding Stansted Airport and the impact on infrastructure and services.    Cllr Ranger provided an overview of the Essex CCG Joint Strategic Needs Assessment and how this plan will develop to cope with growth and health care services. This robust plan will be made available to the public soon.    Cllr J Hills expressed concerns over the travellers’ site on the edge of Barnston. The increased debris and vermin pose a health and safety risk to both road users and the site occupants.  Cllr Barker agreed to liaise with Environmental Health and Cllr Ranger to liaise with the Enforcement Department.    New Homes Bonus – Self-directed first aid training material to be purchased. **ACTION PARISH CLERK** |
| 5.00 | **Road Safety**    Cllr J Hills reported two recent minor road incidents on Chelmsford Rd, B1108.    A general discussion then ensued surrounding the need for hedge cutting, particularly along Chelmsford Rd on the approach into Barnston.    Cllr Ranger will attend the Community Safety meeting and will liaise with the Police on the matter of the VAS Sign and speeding. |
| 6.00 | **Minutes of Previous Meeting**    Minutes of the previous meeting (9th July 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.**    The Parish Clerk presented quotations from Wicksteed for an item of new play apparatus for Watts Close park.    The Clerk contacted Wicksteed Ltd regarding the swing recall notice stated in the Rospa Inspection reports. A site visit was undertaken by John Hambrook.  Rospa reviewed and revised the Inspection reports and no further action is required.    The Clerk researched the Herbicide Spraying requirements and liaised with the Handyman. As a result, the PA1 Spraying course was undertaken. Owing to the complexity of the training and the requirements, it was decided to outsource this service. A quotation from Eden Horticultural Ltd was presented for consideration.    Cllr Hills agreed to provide a quotation for the weed spraying around Barnston. **ACTION: CLLR JONATHAN HILLS.**    30MPH signs at both ends of the village to be cleared of overhanging branches – The Parish Clerk reported this to Essex Highways on 9th July.  Essex Highways Verdict: Our recent inspection of this issue has categorised it as not as serious as some of the other defects we are aware of, so we have recorded it and will consider it when we are planning future works in the area.    Barnston Village Sign (from Great Dunmow) to be cleared of overhanging branches. Reported on 9th July.  Essex Highways Verdict: Essex Highways Verdict: Our recent inspection of this issue has categorised it as not as serious as some of the other defects we are aware of, so we have recorded it and will consider it when we are planning future works in the area.    Cllr Ranger agreed to investigate these verdicts. **ACTION: CLLR JONATHAN HILLS.** |
| 8.00 | **Housing Needs Survey**    Cllr Burlend gave a summary of the report, which had been previously circulated to the Councillors.  The Clerk confirmed that Laura Atkinson, Rural Housing Enabler would be available to attend a Parish Meeting to discuss the report. **ACTION PARISH CLERK** |
| 9.00 | **Clerk’s Report**    A&J Lighting Street 5-year Lighting Agreement is due for renewal –signed by the Parish Clerk.    Parish Clerk met with Accountant on Monday 10th September.    Documents in accordance with the Transparency Code are being published to the website. |
| 10.00 | **Financial Position**    The financial position as at 31th July 2018 was £33,438.38 in the current account.  The financial position as at 31th August 2018 was £ 31,879.63 in the current account. |
| 11.00 | **Internal Audit Report**    The Internal Audit Report, previously circulated, was considered and accepted by the Parish Council.  Maurice Howard, Internal Auditor, has been appointed as Internal Auditor for 2017/18 (noted in June minutes – Item 8) |
| 12.00 | **Defibrillator**    Cllr Sully provided an update on the defibrillator installation and the need to monitor the battery level.  Cllr Jackaman agreed to provide a Barnston Village label for the defibrillator box.  **ACTION: CLLR DELYSE JACKAMAN**    The Parish Clerk will circulate the access code to all Councillors and village social groups. **ACTION PARISH CLERK**    A further discussion followed regarding the defibrillator training and the involvement of village residents and village hall users. **ACTION PARISH CLERK** |
| 13.00 | **Operation London Bridge – Cllr V Ranger**    Cllr Ranger provided an overview of this sensitive matter. |
| 14.00 | **Planning Applications**    UTT/18/1894/HHF | Erection of two storey rear extension (alternative scheme to that approved under planning permission UTT/17/3612/HHF) | The Retreat, The Chase, Barnston. Previously circulated – no comments received. - Noted    UTT/18/2278/FUL | Erection of single storey side extension | Folly Cottage, The Chase Barnston,  CM6 1LX - Noted |
| 15.00 | **Planning Applications Determined**    UTT/18/0912/FUL | Proposed conversion of existing annexe to form separate dwelling | Oak Dene High Easter Road, Barnston – Approved with conditions    UTT/18/1894/ HHF | Erection of two storey rear extension (alternative scheme to that approved under planning permission UTT/17/3612/HHF) | **The Retreat, The Chase Barnston** – Approved with Conditions    UTT/18/1598/HHF | Erection of single storey side extension | **Folly Cottage, The Chase, Barnston** - Application Withdrawn    UTT/18/1178/HHF | Erection of additional fence to boundary | **51 Rayfield Close, Barnston, CM6 1PJ** – Approved with conditions    UTT/18/1713/HHF | Two storey rear extension | **Fairview, The Chase, Barnston** – Approved with conditions    UTT/18/1773/DOC | Application to discharge condition 3 (garden details) attached to  UTT/17/3207/HHF dated 07.02.2018 | **Sholdo Hall Farm, Onslow Green, Barnston** - Discharge Conditions in Full    UTT/18/1772/DOC | Application to discharge conditions 3 (schedule of repairs and proposed works) 4 (roof tiles details) 5 (cross section of window) and 6 (rooflights) attached to UTT/17/3208/LB dated 07.02.2018. |**Sholdo Hall Farm, Onslow Green, Barnston** – Discharge conditions in Full |
| 16.00 | **Planning Appeals**    APP/C1570/W/17/3192527 – **Haydens, Onslow Green, Barnston** – Appeal Dismissed  A discussion ensued regarding sustainable locations and developments. |
| 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 Sully said that the village hall perimeter fence needed to be repaired. Cllr Sully to send details of stainless-steel zip lock to clerk.  The Parish Clerk will also arrange a site visit with Rowley Fencing to review the damage. **ACTION PARISH CLERK**    Cllr Sully offered his resignation with immediate effect.  Cllr Burlend thanked Cllr Sully for his contributions as Councillor for Barnston and wished him well for the future. |

The following invoices were initialled for payment via internet banking:

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| Mr A Vince (Salary) | £ 744.44 |
| Mr A Vince (Expenses) | £  39.90 |
| Mrs F Jupp (Salary) | £ 409.23 |
| Mrs F Jupp (Expenses) | £  27.00 |
| HMRC PAYE | £  98.97 |
| Barnston Village Hall | £  12.75 |
| James Todd & Co | £  31.20 |
| Direct 365 | £1690.79 |
| M. Howard Auditor | £ 150.00 |
| **DIRECT DEBITS/STANDING ORDERS** |  |
| EON | £  82.50 |
| A&J Lighting Solutions | £  56.58 |
| UDC | £   53.43 |

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| Mr A Vince (Salary) | £ 490.04 |
| Mrs F Jupp (Salary) | £ 327.43 |
| Mrs F Jupp (Expenses) Including A.Vince PA1 Spraying course | £ 258.99 |
| R. Burlend Expenses | £  50.00 |
| HMRC PAYE | £  18.40 |
| James Todd & Co | £ 31.20 |
| MDB Electrical | £ 185.00 |
| **DIRECT DEBITS/STANDING ORDERS** |  |
| EON | £  85.25 |
| A&J Lighting Solutions | £  56.58 |
| UDC | £   53.43 |

The next meeting is scheduled for Monday 8th October 2018, 7:45 p.m. at Barnston Village Hall.

Should any member of the public experience problems acc