

Draft Minutes of Birchanger Parish Council meeting
held on Tuesday 1st November 2022 at 7.30 pm.
In Birchanger Village Hall

Present: Angie Driscoll (AD) – Chair
John Revell (JR)
Peter Sampson (PS)
Geof Driscoll (GD)

County Councillor Ray Gooding (RG)
Keith Williams (KW) – Parish Clerk

3 members of the public

1006. Chairman’s Welcome

The Chairman welcomed all those present.

1007. Apologies for Absence

Linda Pocklington (LP)
George Taylor (GT)
Sally Taylor (ST)
District Councillor Melvin Caton (MC)
District Councillor Ayub Khan (AK)

1008. Declarations of Interest

None

1009. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

A resident wished to address the subject of the traveller’s encampment. He pointed out that there had been a clear breach of the conditions set by the Inspector, and that there was now a window of opportunity to try to reverse the permission for the travellers to remain on Green Belt land.

As the conditions have been breached, UDC has a duty to issue an enforcement order but there is a concern that UDC will choose to take no action. There should be no need to delay or revisit the Inspector’s judgements. The resident would like the parish council to write to UDC reminding them of their duty to enforce the Inspector’s planning conditions.

1010. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 4th October 2022 (previously circulated) were agreed as a true and accurate record and were duly signed by the Chair.

1011. Traveller’s encampment update

GD had a meeting with UDC Enforcement and took the opportunity to raise the matter of the traveller’s encampment. He wanted to know if Uttlesford District Council had given the travellers notice to quit the site. He was advised that UDC believed it was necessary for all the families registered on the site to be contacted, but that it had not been possible to make contact with one of the residents. UDC is therefore taking legal advice on the situation and whether they can actually proceed with enforcement without having made contact with the missing traveller.

[2022/234]

AD will be speaking to Peter Holt on Monday and will bring the matter up then.

RG wanted to know if the notice applied to children of the travellers. GD advised that the notice only applied to heads of the families.

PS felt that the parish council should go on the offensive and make clear to UDC the action which should be taken. He would also like all future agreements and undertakings by UDC to be confirmed in writing.

1012. Finance

a) Accounts balances (already circulated)

Noted

b) Invoices and payments for approval

Approved

**BIRCHANGER PARISH COUNCIL
FINANCE AND PAYMENTS SCHEDULE FOR OCTOBER 2022**

1. Account Balances b/f 30th September 2022		
Unity Trust Bank		28925.12
2. Payments due for October 2022		
UALC	On line	10.00 (renewal of membership)
A&J Lighting	SO	45.90 (monthly maintenance)
PKF Littlejohn LLP	On line	240.00 (annual external audit fee)
Essex & Herts Air Ambulance	On line	100.00 (donation)
Bryan Reed (already paid)	On Line	31.51 (annual internal audit fee)
Payroo	On line	6.00 (payroll expenses)
Npower	DD	114.78 (electricity September 2022)
Ace of Spades	On line	249.60 (grass cutting September 2022)
TBS Hygiene	On line	129.60 (Dog bin emptying)
Hundred Parishes Society	On line	10.00 (renewal of membership)
Keith Williams	On line	449.47 (salary for October 2022)
HMRC (Keith Williams)	On line	112.20 (PAYE for October 2022)
Keith Williams	On line	20.00 (office rent October 2022)
		<u>Total payments for October 2022</u> 1519.06
3. Account Balance c/f 31/10/2022		27406.06
Balance at 31/10/22		27406.06

Note 1: The payment to HMRC was made by the parish clerk and is being reimbursed.

1013. Planning

UTT/22/2709/FUL – 60 Hillside Cottages, Birchanger

1 x 2 bed detached dwelling.

The council does have certain objections to this planning application. The proposed works will be close to the property boundary line. The proposal is for a 2 bedroom property plus 6 parking spaces and Birchanger Parish Council consider this to be over-development of this small site

If UDC is minded to grant permission, BPC would, on health and road safety grounds, like there to be a condition prohibiting all construction related vehicles, including site workers and delivery vehicles, parking on this very narrow stretch of Birchanger Lane where the only footpath is on the side of the property.

1014. Update on email addresses and change of domain

Ken Wheatley to address parish council.

Ken has set up the email addresses and forwarded the link to all councillors for them to register their passwords. He will send details of how to set up the new system. He has created a web address which means that emails can be accessed by councillors from any location.

PS said that the council will need access to administration of the new site, in the event of Ken being incapacitated or unavailable.

Ken thinks it would be a good idea to arrange a meeting with ST to finalise arrangements. The clerk will contact ST to ask her to arrange the meeting.

1015. Agree cost of computer for Chair of Parish Council

The parish clerk had obtained a quotation of £559.97 for purchase of a laptop. This amount was agreed and the clerk will make the necessary purchase.

1016. S45 Local Government (Miscellaneous Provisions Act) 1976

A notice had been received and contents noted. The clerk will acknowledge to Elizabeth Smith of UDC receipt of the email containing the notice.

1017. Allotments/Recreation Ground

Report from LP, already circulated.

Allotments.

Zoe is going to resign from being the allotment agent due to personal circumstances. She will send a newsletter to all allotment holders asking if any of them would take over the position. There is an interest in plot No 8. This is the only vacant plot, so advertising will be put on hold.

Regarding clearance of plot No 8, it has been suggested that the area be cleared of any wood, (mainly wooden pallets) and rubbish (if suitable to burn it can be put on the communal fire area and burned next month) and that the grass be cut and removed. To date, no response from Ace of Spades. I will send another email/phone them up Monday. But with such a poor response perhaps we should try someone else?

Recreation Ground.

A section from the picnic table top (closest to the goal posts) has been removed. This needs to be replaced a.s.a.p as I couldn't find the missing piece. A section of branch from a field maple has fallen to the ground and is currently lying on the grass against the boundary hedge that divides the rec' from the allotments.

JR will have a look at the table and repair it if possible.

GT has received a response from HAGS regarding maintenance of the zip wire but he intends making further enquiries with HAGS. He therefore recommends that no decision be taken at this meeting.

1018. Reports from County and District Councillors

County Councillor Ray Gooding

- He has cleared the Birchanger "lake" by the Club.
- RG and AD are arranging further details of a meeting regarding the road closures.
- The school bus will be replaced with a cab.
- There are an increasing number of HGV's in the area transporting spoil.
- Essex has a programme to support families, with activities and food supplies.

1019. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 21.29.

[2022/237]