

**Draft Minutes of Birchanger Parish Council meeting  
held on Tuesday 6<sup>th</sup> February 2018 at 8.00 pm.  
in Birchanger Village Hall**

**Present:** Angie Driscoll (AD) – Chair  
Ken Wheatley (KW)  
Linda Pocklington (LP)  
Alex Stewart (AS)  
Maria Davy (MD)  
George Taylor (GT)  
Sandy Dowle (SD)

Ray Gooding (County Councillor)  
Keith Williams (Parish Clerk)

**382. Chairman’s Welcome**

The Chairman welcomed all those present.

**383. Apologies and Reason for Absence**

Elizabeth Godwin (EG) – Ill health

**384. Declarations of Interest**

There were no declarations of interest.

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

None

**386. Minutes of the last meeting**

The minutes of the last meeting held on Tuesday 5<sup>th</sup> December 2017 (previously circulated) were agreed as a true and accurate record, and duly signed by the Chairman.

**387. Village Hall Car Park Resurfacing committee.**

A meeting of the committee was held and the contract awarded to McDonald Highways. The parish clerk had provided the contractor with details of the school Easter holiday dates and in a telephone conversation the contractor advised AS that the work could be undertaken during that period. AS advised that the contractor had not been in touch since. AS will chase him to arrange a site meeting.

**388. Recreation Ground Working Group/Allotments – Glebeland**

**a) Monthly recreation ground inspect report from AS (already circulated)**

AS will ask Dave Debnam to commence work on the slide steps as a matter of urgency. Playmaintain in their annual report advised that there are a number of dents in the slide surface.

AD asked about an additional or replacement slide. LP will look at potential replacements and will report back with some suggestions.

**389. Finance**

- a. Account Balances (already circulated).
- b. The payments were accepted and authorised to be made.

**390. Website update**

KW will have an interim website up and running by the end of the week.

**391. Footpaths**

KW had prepared and circulated a substantial and very comprehensive report on the village footpaths. KW, SD and LP will form an informal working party to consider the way forward and will report back to the parish council.

**392. Highways**

There had been no response from Essex Highways in connection with AD's enquiry into the new street lights and footway at the Churton bend. Ray Gooding said he would speak to Essex Highways the next day (7<sup>th</sup> February).

**393. Annual Council meal**

A proposal for lunch at the Three Willows on Sunday 15<sup>th</sup> April was generally agreed. The parish clerk will email all councillors to confirm that this date is agreeable.

**394. Speeding**

There is still a problem of speeding cars through the village. AS suggested the installation of speed restriction signs including VAS signs. The parish clerk is to write to Rissa Long to enquire about this.

**395. Year (Action) Plan**

The draft plan as presented is to be amended with further entries. A calendar is to be created with schedule dates for when the various actions are to be undertaken. The dates will be decided by councillors who will advise the parish clerk what dates are to be allocated to each action for entry into the calendar.

**396. Lighting**

This was dealt with under item **392 Highways**.

**397. Adoption of revised Code of Conduct**

On a proposal from KW, seconded by MD, the revised Code of Conduct was duly adopted.

**[2018/082]**

**398. Appointment of Data Protection Officer**

Following advice that it would not be appropriate for the parish clerk to act as Data Protection Officer (DPO), KW was appointed DPO for Birchanger Parish Council.

**399. Reports from County and District councillors**

Ray Gooding

- Essex County Council have imposed a 2% increase in the Social Car Precept and a further 2.99% increase to cover other expenditure.
- Uttlesford have not yet advised their rate.

**400. Closure of meeting**

There being no further matters to discuss the Chairman declared the meeting closed at 21.12.

**[2018/083]**