

**Minutes of Birchanger Parish Council meeting
held on Tuesday 7th May 2019 at 8.00 pm.
in Birchanger Village Hall**

Present: Angie Driscoll (AD) – Chair
Elizabeth Godwin (EG)
George Taylor (GT)
Peter Sampson (PS)
John Revell (JR)
Linda Pocklington (LP)

Ray Gooding (RG)– County Councillor

4 members of the public
Keith Williams (Parish Clerk)

592. Chairman’s Welcome

The Chairman welcomed all those present.

593. Apologies for Absence

None.

594. Declarations of Interest

None.

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

Mr Ray Woodcock from Stansted presented details of his campaign to provide a dispensing pharmacy in the vicinity of Lower Street in Stansted. He hoped that Birchanger residents would support his campaign.

596. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 2nd April 2019 (previously circulated) were agreed as a true and accurate record, and duly signed by the Chairman.

597. Appointment of Bryan Reed as Internal Auditor.

The council approved the appointment of Mr Bryan Reed. The parish clerk will write to Mr Reed to ask him to undertake the audit.

598. Completion of the Internal Control Objective of the annual audit return

The parish council is satisfied that all controls are in place and authorised satisfactory completion of the form. This will be signed by the Chairman and Parish Clerk.

599. Recreation Ground/Allotments/Glebeland

Recreation Ground

LP advised that the steps had still not been repaired. GT recommended proceeding with the other repairs using Play Maintain, once the amended quotation had been received with steps repairs removed. He will contact Play Maintain again to request the amended quotation.

1. Allotments

LP will be contacting Peter Wilton for a further meeting. There is still no answer as to who sprayed the damaged allotment plot. A full allotment report will be circulated, to be discussed at the next meeting. David Debnam will liaise with Peter Wilton regarding the work which needs to be carried out.

600. Finance

a. Account Balances (already circulated) – noted.

b. Invoices and payments

The following payments were accepted and authorised to be made.

1. Account Balances b/f at 31st March 2019

HSBC Community account	£54875.69
Less S/O Chelmsford Diocese	<u>£ 325.00</u>
	£54550.69

2. Payments due for April 2019

Angie Driscoll	Chq 100688	£26.50 (chairman's expenses)
A&J Lighting	SO	£45.90 (monthly maintenance charge)
e-on	DD	£90.50 (electricity for March 2019)
A&J Lighting	Chq 100689	£436.80 (repair to street light)
Birchanger Church Hall	Chq 100690	£10.00 (hire of hall)
Ace of Spades	Chq 100691	£249.60 (grass cutting April 2019)
Clerks salary	Chq 100692	£421.30 (salary for April 2019)
HMRC (Keith Williams)	Chq 100693	£105.20 (PAYE for April 2019)
Office rental	Chq 100694	£20.00 (office rental for April 2019)
Debbie Crouch	Chq 100695	£200.00 (recreation ground cleaning)
TBS Hygiene	Chq 100696	£86.40 (dog bin emptying April 2019)
<u>Total payments for April 2019</u>		<u>£1692.20</u>

3. Account Balance c/f 30th April 2019

HSBC Community account 51624067	£52858.49
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c. Agree expenditure of £40 for Duck End Triangle

The expenditure was agreed.

601. Planning

UTT/19/0656/HHF-11 Duck End

Proposed conversion of existing garage to habitable accommodation with internal configurations.

No comments.

602. Speed Survey

The council would like surveys carried out at the previous sites together with the stretch of Birchanger Lane outside The Old School House.

603. Community Special Constable (CSC)

The report from PS confirmed the information previously given to the parish council.

It was agreed to proceed with the initiative. The agreement was duly signed by AD and passed to PS who will now liaise with Les Hawkins to progress matters. PS will also look into advertising costs for the position.

604. Reports from County and District Councillors

Report from RG.

- I. It is difficult to impose a 20 mph limit.
- II. The option for "Twenty is Plenty" signs, whilst advisory only, is an area worth exploring.
- III. He will look into obtaining the necessary signs and permission for installation.
- IV. County lines was now operating in Stansted.

605. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 20.51.

[2019/134]