

**Minutes of Birchanger Parish Council meeting
held on Tuesday 12th May 2015 at 8pm.
in Birchanger Village Hall**

Present: Angie Driscoll – Chair (AD)
Elizabeth Godwin (EG)
Matt Zych (MZ)
Michelle May (MM)
Maria Davy (MD)
Linda Pocklington (LP)
Ken Wheatley (KW)

Keith Williams (Parish Clerk)
1 member of the public

001. Chairman’s Welcome

The Chairman welcomed all those present.

002. Apologies and Reason for Absence

There were apologies from Sandy Dowle, who is unwell, and Alex Stewart, who had a prior engagement arranged before the change of meeting date.

003. Declarations of Interest

AD declared an interest in the planning application as a neighbour of the applicant.

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

Members of the public made no representation to the council.

005. Minutes of the last meeting

The minutes of the last meeting held on Tuesday, 7th April, 2015 were agreed as a true and accurate record with no amendments.

006. Recreation Ground Working Group/Allotments – Glebeland

LP had circulated her main report prior to the meeting. (See report attached).

LP reported that the replacement for the faulty mechanism on the zip wire had now been ordered.

LP advised that she believed there were a compost bins on the recreation ground and trees which had been planted within the recreation ground without permission.

AS has given the keys to the recreation ground to the Ace of Spades.

AD advised that the proposed signs prohibiting dogs on the recreation ground were not legally enforceable unless they referred to a fenced off play area. The Clerk was asked to obtain “Dogs on Leads” signs.

007. Highways

AD reported that despite chasing Uttlesford, there had been no progress on the issues raised at the Annual Parish Meeting.

With regard to the land opposite 211/213 Birchanger Lane, AD advised that Uttlesford was still trying to establish ownership.

MM advised that there had been another accident in the area between Tot Lane and Hillside Cottages.

EG reported that the triangle at Duck End had been damaged by a lorry. The Clerk was asked to report this to Highways.

008. Planning

UTT/15/1094/LB and UTT/15/1093/FUL-280 Birchanger Lane. MD provided details of the proposed extension. No comments to be sent to Uttlesford District Council.

009. Finance

a. **Account Balances** – as previously circulated

b. **Invoices and Standing Orders** for payment - as per schedule previously circulated

AD had received a letter from Barclays Bank suggesting that as there had been no activity on the Community Account in recent months they recommend that the account be closed. AD arranged for the small balances in the other two Barclays deposit accounts to be transferred to the Community Account and this meant that the account could stay open. The mandate for this account needs updating, with MZ being added and inappropriate names being removed.

It was agreed that Debbie Crouch should be paid £80 for the quarter ending 31st March 2015.

The Parish Clerk is to circulate the Income and Expenditure report for 01/04/2014 – 31/03/2015.

Bryan Reed to be asked if he would carry out the internal audit for the Parish Council accounts for 01/04/2014 – 31/03/2015.

010. Condition of noticeboard at Bradley Common

KW will investigate renovation.

011. Review/Update of Parish Council policy documents

1. Financial Regulations – No changes
2. Code of Conduct – No changes
3. Equal Opportunities – No changes
4. Data Protection – No changes
5. Standing Orders – No changes

012. Permission for Parish Clerk to use Parish Council reports for CiLCA submissions

This was agreed unanimously

013. Closure of meeting

There being no further matters to discuss, the meeting closed at 9.10pm.