**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 11th MAY 2020 – REMOTE MEETING VIA ZOOM**

Present:

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| Cllr R Burlend MBE (Chairman) | Cllr V Ranger | Cllr J Hills |
| Cllr P Singleton | Cllr D Jackaman | Cllr P Lavelle |
| Cllr J Clyne MVO | Cllr S Sellens | Mrs Fay Jupp (Clerk) |
| Cllr M Jaggard | Cllr C Day | Cllr S Barker |

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| 1.00 | **Apologies for Absence**  Cllr S Tuttlebury, Cllr R Jones |
| 2.00 | **Declaration of Interest** - Nil |
| 3.00 | **Public Forum** - Nil |
| 4.00 | **Chairman’s Address - to present a report for the year 2019/20**  Cllr Burlend welcomed everyone to the meeting.  Financial Position: The financial position of the council at the end of the financial year is £27,822.49. This compares with £31,672 last year.  The B1008 and road matters:  The realignment of the roundabout at the High Easter Road junction was completed but this caused some significant problems caused for larger vehicles negotiating the new layout. After some discussion, the layout was once again revised and greatly improved, however there are some lingering doubts regarding the position and design of the kerb. However, we have raised these concerns with Highways and will continue to monitor the situation.  The condition of the local roads continues to be a cause for concern, despite some repairs that have been undertaken recently. We are most grateful for all the work that has been done in the past year to maintain and improve the roads.  Traffic on the B1008 continues to be a major source of concern to residents  · The quantity of traffic through the village, especially HGVs  · The speed of that traffic  · The condition of the road  The parish council has received more complaints about these matters than on any other subject.  In order to address the problem of speeding vehicles through the village, after a study of the options, two new speed signs have been purchased and installed replacing the original signs. As before, these signs are powered by solar panels and display a speed plus a happy or frowning face. Over a particular speed, the message “too Fast is displayed. It is possible to alter these messages and symbols by connecting a laptop to the sign. The sign also records and stores speed data in both directions and using the software supplied with the sign, detailed analysis of the speed data is possible. It has been noticed anecdotally that the signs have had a positive effect on drivers’ behaviour and speeding through the village has been reduced.  Play areas:  Following last year’s decision to remove the goal posts owing to cases of misuse and damage, the Parish Council has monitored the situation and there have been no further instances of damage.  The play areas continue to be maintained and formally inspected by ROSPA on an annual basis. The monthly inspection check list introduced last year to ensure as far as possible that nothing is overlooked has been successful in anticipating problems.  Other Improvements:  The parish council in collaboration with the adjacent landowner has had the old caravans and other detritus removed from the old traveller’s site at Parsonage Lane. Earth banks have been installed to discourage reoccupation of the site in future.  The Parish Council has launched a new village website in August. Minutes are published on this site as well as general information. There is a gallery for photographs and we would welcome any contributions to this from anyone with historical photographs of the village or its inhabitants. The website is managed by the clerk.  The dog waste bins have been replaced with new as some were in a poor state. The Parish Council is gratified to note that these bins are well used and are appreciated by the villagers.  The Parish Council has commissioned and installed two benches for the benefit of residents; they are located beside the village sign and on the verge at the junction of Berners end and Watts Close. Both benches have been installed on concrete plinths and look very good indeed and are engraved with Barnston Parish Council on the seat back.  The Parish Council:  There have been no changes to the makeup of the parish council but the Handyman has tendered his resignation for personal reasons. We are most grateful to him for his hard work during his time in the post and wish him well in the future.  All that remains now is to record my personal thanks to all members of the Parish Council, the Parish Clerk and our district and county council for all their hard work and commitment. |
| 4.01 | **Election of Chairman**  Cllr Richard Burlend was proposed by Cllr Clyne and seconded by Cllr Hills. Declaration of Acceptance to be signed in due course. Cllr Burlend will sign the Declaration of Acceptance of Office to continue his role as Chairman in due course. |
| 4.02 | **Election of Vice-Chairman**  Cllr Delyse Jackaman was proposed by Cllr Burlend and seconded by Cllr Hills. Declaration of Acceptance to be signed in due course. |
| 4.03 | **Appointment of Representatives**  It was unanimously agreed that Councillors would continue with their existing appointed area of special interest. These are listed on the village website. |
| 5.00 | **District & County Councillors Report**  Cllr Barker highlighted two business grant schemes, the Small Business Grants Fund and the Retail, Hospitality and Leisure Grants Fund; these were announced by the Chancellor on 11 March and 17 March 2020. Guidance on the two funding schemes has been published and updated on GOV.UK.  Cllr Barker urged village halls and sports clubs to apply. This information will be circulated within Barnston.  Cllr Barker commended the 6000 volunteers who were assisting Essex County Council with their response to the Coronavirus outbreak. This help includes the delivery of shopping, collection of prescriptions and phone calls to isolated people.  Cllr Day reported that the road resurfacing on Great Dunmow high street will commence in early September.  Cllr Day and Cllr Lavelle provided an update on the Local Plan and confirmed that in accordance with Regulation 27 of the Town and Country Planning (Local Planning) (England) Regulations 2012, Uttlesford District Council had withdrawn the draft Uttlesford Local Plan 2019, which had been submitted to the Secretary of State on 18 January 2019.  The resolution to withdraw the draft Uttlesford Local Plan 2019 was made at Full Council on 30 April 2020. The resolution to withdraw this plan was under the provisions of Section 22 of the Planning and Compulsory Purchase Act 2004, which provides for a local planning authority to withdraw a local development document at any time up to its adoption. The deadline for the submission of a new local plan is now the end of 2023.  A general discussion ensued regarding this development.  Cllr Day thanked all of the key workers for their efforts during this difficult time.  Cllr Day highlighted recent Gypsy and Traveller activity and urged for vigilance during this time. |
| 6.00 | **Road Safety –** Report from Cllr V Ranger  No reported incidents.  Cllr Ranger reported that the new vehicle speed signs were having a positive effect and vehicle drivers were observing the speed limit.  Cllr Burlend reported that traffic volumes were down as a result of the government lockdown measures. The data will be downloaded and circulated in due course. **ACTION: CLLR BURLEND**  Cllr Ranger asked for the clerk to write to Cllr Walsh on behalf of the council to thank Steve Willing for his hard work clearing the footpaths on Buttles Hill. **ACTION: PARISH CLERK**  Cllr Clyne said that he had spoken to the Rangers regarding the footpath outside Broadgroves Farm. This footpath needs to be reinstated and Cllr Clyne confirmed that the rangers have logged this defect. |
| 7.00 | **Minutes of Previous Meeting**  Minutes of the previous meeting (9th March 2020) were agreed as a true and accurate record and signed by Cllr R Burlend, Chairman. |
| 8.00  8.01 | **Action Points from previous Meeting**  Cllr Jaggard confirmed the implementation of grass bunds around the village would commence at the end of May. **ACTION: CLLR JAGGARD**  The clerk confirmed the subscription to Zoom in order to hold remote parish council meetings.  The outstanding old dog bins have been replaced and Landvista Ltd has invoiced for this.  The clerk has ordered the new dog bin and dispenser for the footpath from Mill field to Berners End.  Position to be agreed.  The clerk has reported the overgrown grass and defective manhole cover to Essex Highways and Uttlesford Disrict Council. Reference numbers: 2664142 and 2663128.  The clerk has continued to follow up the report on the trees at the entrance to Watts Close park.  Reference no: 2663127  **Village Hall grounds maintenance**  Cllr Jackaman spoke with the village hall chairman regarding the areas of grounds maintenance which are currently undertaken by Landvista Ltd and their handyman.  There was a general discussion and it was agreed that the parish council will instruct Landvista Ltd to continue to mow the grass and strim around the village hall. |
| 9.00 | **Clerk’s Report**  The first instalment of the precept was received on 16th April for the amount £13942.50  Year End Accounts – The Clerk met with Parish Council Bookkeeper on 8th April to finalise year end accounts  Internal Audit – The Clerk has liaised Maurice Howard to prepare documents for the audit. 90% of the audit is complete.  The Insurance for the sit on mower has been renewed for fire and theft. The mower service will be booked at George Browns once they have reopened. **ACTION: PARISH CLERK**  The Insurance renewal for the Local Council Policy is due on 31st May 2020. The clerk is obtaining alternative quotations. Permission was granted to pay the renewal prior to next meeting. **ACTION: PARISH CLERK**  RoSPA has rescheduled the play area equipment inspection until September. The play areas still remain closed due to the COVID-19 government guidelines.  The yellow hatching within the layby on Chelmsford Rd has faded and the council agreed for these to be repainted. **ACTION: PARISH CLERK**  An additional general waste skip will be booked for Saturday 30th May and hi-vis jackets for car park attendants will be ordered. **ACTION: PARISH CLERK**  The additional skips have been well received by residents during this time. |
| 10.00 | **Financial Position – Statement of bank account as at 30th April 2020**  The financial position as at 30th April 2020 was £ 39,970.23 in the current account. |
| 10.01 | **Annual Return – to approve and sign the accounts for Year 2019/20 – Section 1**  Section 1 – Annual Governance Statement  Councillors had received a copy of the year end accounts prior to the meeting to enable them to reconcile and agree the figures for the Annual Return – these were duly signed and dated. |
| 10.02 | **Annual Return - to approve and sign the accounts for Year 2019/20 – Section 2**  Section 2 – Accounting Statement 2019/20  End of Year figures for 2019/20 were agreed, signed and dated accordingly. |
| 10.03 | **Cashbook – Chairman and Clerk to sign cashbook as agreeing to bank statements**  **at year end.**  The Chairman and Clerk signed both the cashbook & bank reconciliation as agreeing to the bank statement at Year End. |
| 11.00 | **Planning Applications**  UTT/20/0832/OP | Outline application, with all matters reserved except for access, for the demolition of existing office and storage buildings, removal of open storage and car parking in relation to the operation of Malins Roofing and erection of 1 no. detached dwelling. | Malins Roofing, Pyes Cottage, Onslow Green, CM6 3PR **(Previously circulated) -** Noted  UTT/20/0938/HHF | Proposed erection of detached outbuilding for domestic garaging and storage | The Cart Lodge, High Easter Road, Barnston.  **(Previously circulated) –**Noted and comments to be made. **ACTION: PARISH CLERK & CLLR RANGER**  UTT/20/0988/HHF | Proposed demolition of single storey rear extension and roof over attached garages. Erection of rear extension with dormer windows and first floor side extension (re-submission of scheme approved under UTT/17/0635/HHF) |Medhurst, High Easter Road, Barnston **(Previously circulated) -** Noted  UTT/20/0997/HHF | Additional bay to the existing two storey C19th rear extension; Extend existing single storey C21st rear extension; addition of porch to the front elevation; Repairs to the ground floor rear of the existing two storey C19th rear extension; Strengthen roof structure of existing two storey C19th rear extension. | Pear Tree Cottage, Chelmsford Road, Barnston, CM6 3PS **(Previously circulated)** - Noted  UTT/20/0998/LB | Additional bay to the existing two storey C19th rear extension; Extend existing single storey C21st rear extension; addition of porch to the front elevation; Repairs to the ground floor rear of the existing two storey C19th rear extension; Strengthen roof structure of existing two storey C19th rear extension. | Pear Tree Cottage, Chelmsford Road, Barnston **(Previously circulated)** - Noted |
| 12.00 | **Planning Applications Determined**  UTT/20/0871/AG | Agricultural notification for erection of 1 no. storage building for hay and farm equipment | Pyes Farm, Onslow Green, CM6 3PR - **Approved** |
| 13.00 | **Planning Appeals**  APP/C1570/W/19/3237417 - UTT/19/0582/OP - Land At Sparlings Farm – Dismissed |
| 14.00 | **General Correspondence to note -** Nil |
| 15.00 | **EALC – Various (SS) -** Nil |
| 16.00 | **Bus News (ST) -** Nil |
| 17.00 | **Any Other Business**  Cllr Ranger raised the idea of continuing the Barnston communications, which have helped residents during the lockdown. There was general discussion about inviting individuals to be involved in community updates. The clerk agreed to liaise with these individuals. **ACTION: PARISH CLERK**  The clerk will follow guidance and make an assessment in June as to whether the next meeting is held remotely via zoom or at the village hall. |

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| Dunmow Waste Management | £ 705.60 |
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| Mrs F Jupp (Salary) | £ 425.00 |
| BJP Insurance Brokers | £ 120.20 |
| Landvista Ltd | £ 74.00 |
| JRB Enterprise | £ 253.80 |
| Landvista Ltd | £ 698.00 |
| George Browns Ltd | £563.59 |
| **DIRECT DEBITS/STANDING ORDERS** |  |
| EON | £ 101.86 |
| A&J Lighting Solutions | £ 59.88 |
| UDC | £ 56.46 |

The next meeting is scheduled for Monday 8th June 2020 7:45 p.m. remote meeting via zoom

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