**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 13th SEPTEMBER 2021 – BARNSTON VILLAGE HALL**

Present:

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| Cllr R Burlend MBE - Chairman | Cllr J Clyne MVO | Mrs Fay Jupp (Clerk) |
| Cllr D Jackaman- Vice Chair | Cllr J Hills | Cllr P Singleton |
| Cllr S Barker | Cllr S Tuttlebury |  |

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| 1.00 | **Apologies for Absence**  Cllr K Kirkham, Cllr P Lavelle, Cllr M Jaggard, Cllr C Day, Cllr P Lavelle, Cllr R Jones |
| 2.00 | **Declaration of Interest** – Nil |
| 3.00 | **Public Forum**  Three members of the public attended the meeting and raised the following concerns;  The poor standard of completion work undertaken by County Broadband. The pavements and road in Barnston Green have been left with loose aggregate and soil across them.  Cllr Clyne agreed to arrange a meeting with the Site Foreman for County Broadband to discuss. **ACTION: CLLR CLYNE**  The amount of weeds in Barnston Green along the kerb edges. There was general discussion regarding the schedule for road sweeping and weed spraying around the village.  A resident asked for clarity regarding the Skyline hotel and its current operations. A general discussion ensued surrounding the occupants and planning application history of the site. The Parish Council is supportive of any proposed beneficial changes to the site.  One resident summarised flood damaged caused to their property on Chelmsford Rd. The recent flooding has been exacerbated owing to the blocked road drains along Chelmsford Rd. The clerk confirmed that these blocked drains have been reported to Essex Highways.  Cllr Barker agreed to assist the resident and liaise with the Highways department on this matter. **ACTION: CLLR BARKER** |
| 4.00 | **District & County Councillors Report**  Cllr Barker provided an update on the closure of High Easter Rd for County Broadband cable installation.  The widening of the pavement on Buttles Hill is still being considered. Cllr Barker will provide an update in due course.  Cllr Day provided a district councillor’s report prior to the meeting. The report contained the following information;  The nuisance bonfires can be reported to Andy Bonham, who is the Senior Environmental Health Officer in the first instance. Telephone number is 01799 510599 or email: [abonham@uttlesford.gov.uk](mailto:abonham@uttlesford.gov.uk)  UDC are asking for comments on plans for the delivery of affordable and social rented homes within the district for those who need them. A new draft 6-year housing strategy has been put together which outlines the key housing issues within Uttlesford and the intended responses to them in the coming years.  Before the strategy is put forward for adoption, people can comment and give their views  and opinions. This draft policy can be viewed by following this link.  <https://www.uttlesford.gov.uk/media/11053/Draft-Housing-Strategy-2021-26/pdf/Draft>  Cllr Day reported that this year he is going to allocate £2,000 to Barnston Parish Council. This being to go towards the cost of funding the intended outside gym. |
| 5.00 | **Uttlesford District Council – Call for Sites**  Cllr Burlend provided a summary of the ‘Call for Sites.’ There will be an opportunity for the Parish Council to object, if required. A number of factors will contribute to the objections, including a lack of infrastructure.  A general discussion ensued surrounding the concentration of proposed developments in the south of the district. |
| 6.00 | **Road Safety**  Cllr Tuttlebury reported two cracked drain covers in Watts Close. The clerk agreed to request an update from Highways. **ACTION: PARISH CLERK** |
| 7.00 | **Gigaclear proposed works at The Ware, Onslow Green**  The Parish Council reviewed and discussed the proposed installation of electronic communicationsby Gigaclear. The proposed work will include a trench line on one side of nature reserve at Onslow Green, parallel to the grass bunding.  The Parish Council agreed for the grounds maintenance contractor to schedule the flailing of the wildflower meadow and surrounding grass to be cut and mulched. |
| 8.00 | **Proposed landscape maintenance at Wellstye Green**  The Parish Council reviewed the revised quotation for the landscape maintenance work at Wellstye Green. The clerk agreed to contract the contractor and instruct them to proceed. **ACTION: PARISH CLERK** |
| 9.00 | **Minutes of Previous Meeting**  Minutes of the previous meeting (12th July 2021) were agreed as a true and accurate record and signed by Cllr Burlend, Chairman. |
| 10.00 | **Action Points from previous Meeting**  The clerk has reported the loose kerb stone and blocks on the mini roundabout to Highways.  Highways reference number: 3527625  The clerk has reported the missing chevrons on the Barnston bends to Highways. Highways reference numbers: 3454207, 3454209, 3288264 & 3288265  The clerk has issued letters to residents regarding overgrown hedgerows within the village.  The broken street light at Barnston Green has been repaired.  The footpath from Chelmsford Rd to Berners End has now been trimmed.  Hedge cutting around the village has commenced.  The tree outside the mission has been cleared and will be reduced to ground level in due course.  The two broken drain covers in Watts Close have been reported to Highways. Ref numbers: 3597290 & 3509998 |
| 11.00 | **Park Gym**  The Community Initiative Fund application has been submitted. The application is for a £10,000 grant towards the park gym.  Cllr Day has granted £2000 towards the park gym project through the Uttlesford ward grant scheme.  The clerk obtained two fencing quotations for the play safe fence. Cllr Clyne contacted Wicksteed and confirmed that only a timber post and rail fence would be adequate for the division between the play area and gym.  The Parish Council agreed a budget of £2500. The clerk will obtain quotations for the fence and proceed as soon as possible. **ACTION: PARISH CLERK** |
| 12.00 | **Co-option of new Parish Councillor**  The clerk has received notice of no election being requested following the passing of Cllr Sharon Sellens.  The clerk now has the notice of co-option.  An expression of interest has been received from Mr David Sellens. The Parish Council unanimously agreed to co-opt Mr David Sellens as Councillor. |
| 13.00 | **Clerk’s Report**  The Notice of Conclusion of Audit 2021 is now on display on the notice boards and website.  Heelis & Lodge – Local Council services and internal auditor has quoted to undertake the internal audit following Mr Howard’s retirement. The Internal Audit quotation is for £195 plus £30 secure courier. The Parish Council agreed to proceed with this.  Finance meeting and Barnston United Charities meeting is scheduled for 6 October 2021.  The bank mandate is being updated with up-to-date details for Councillors.  A general waste skip will be booked for a Saturday in October. **ACTION: PARISH CLERK**  The clerk submitted an application for the Community project grant has been submitted for £2000 towards new park benches.  The Community Speed watch groups are now allowing new groups to be set up. The clerk has submitted the new group information for Barnston.  The Queen’s Green Canopy (QGC) is a tree planting initiative created to mark Her Majesty’s Platinum Jubilee in 2022. Parish councils are being invited to plant trees from October 2021, when the tree planting season begins, through to the end of the Jubilee year in 2022. The Parish Council agreed to consider this. |
| 14.00 | **Financial Position – Statement of bank account as at 31st July & 31st August 2021**  The financial position as at 31st July 2021 was £ 36652.44 in the current account.  The financial position as at 31st August 2021 was £34154.59 in the current account. |
| 15.00 | **Safe Guarding Policy -** Reviewed and adopted. |
| 16.00 | **Financial Reserves Policy -** Reviewed and adopted. |
| 17.00 | **Planning Applications**  UTT/21/2143/HHF | Proposed loft conversion to form new bedroom within rear dormer, new Velux windows to front elevation and single storey ground floor rear and side extension. | 31 Rayfield Close Barnston  UTT/21/2424/HHF | Demolition of rear conservatory and extension and erection of single storey and two storey rear extensions, with fenestration changes on rear and side elevations | Haydens House Onslow Green  UTT/21/2706/LB | Strip paint from windows and doors and re-paint | The Old Rectory Parsonage Lane  UTT/21/2630/HHF | Demolition of existing rear pitched roofed conservatory, erection of a single story flat roofed conservatory | 2 Mill Field  UTT/21/2627/HHF | Proposed single storey rear extension and internal alterations | 3 Salmons Close Barnston |
| 18.00 | **Planning Applications Determined**  UTT/20/2530/HHF | Erection of entrance gates | Honey Trees Bishops Green High Easter Road – Approved with conditions  UTT/21/2095/HHF | Proposed side extension and rear extension with associated works. | Stanbridge Plowden Close – Refused  UTT/21/1989/HHF | Demolition of existing garden brick wall and erection of new garden brick wall with brick pillars and brick inserts | 41 Rayfield Close – Approved with conditions  UTT/21/2202/DOC | Application to discharge condition 4 (noise) attached to UTT/20/1311/FUL. | Barnston Lodge Parsonage Lane – Permission granted  UTT/21/2147/LB | Proposed single storey extensions to Parsonage Barn and the annexe within its grounds, and erection of garden brick wall. | Parsonage Barn Parsonage Lane – Refused  UTT/21/2146/HHF | Proposed single storey extensions to Parsonage Barn and the annexe within its grounds, and erection of garden brick wall. | Parsonage Barn Parsonage Lane – Refused |
| 19.00 | **General Correspondence to note -** Nil |
| 20.00 | **EALC – Various - Nil** |
| 21.00 | **Bus News (ST) - Nil** |
| 22.00 | **Any Other Business**  The recent nuisance bonfires were discussed and the Parish Council agreed to monitor the situation. |

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| **July 2021** |  |
| St Clare Hospice Donation | £ 100.00 |
| Landvista Ltd | £ 68.38 |
| CHESS Donation | £ 10.00 |
| Landvista Ltd | £ 897.60 |
| Mrs F Jupp (Salary) | £ 492.60 |
| Mrs F Jupp Computing Expenses | £ 152.98 |
| Barnston village Hall | £ 12.75 |
| Landvista Ltd | £ 168.00 |
| JRB Enterprise | £ 259.20 |
| **DIRECT DEBITS/STANDING ORDERS** |  |
| EON | £ 105.25 |
| A&J Lighting | £ 59.88 |
| UDC | £ 57.11 |
| **August 2021** |  |
| Mrs F Jupp (Salary) | £458.70 |
| James Todd & Co | £ 93.60 |
| PKF Littlejohn | £ 240.00 |
| Landvista Ltd | £ 897.60 |
| Mrs F Jupp Expenses | £ 7.75 |
| **DIRECT DEBITS/STANDING ORDERS** |  |
| EON | £ 105.25 |
| A&J Lighting | £ 59.88 |
| UDC | £ 57.11 |

The next meeting is scheduled for Monday 11th October 2021, 7pm at Barnston village hall.

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