

MINUTES OF BARNSTON PARISH COUNCIL
MONDAY 3RD APRIL 2023 – BARNSTON VILLAGE HALL

Present:

Cllr R Burlend MBE (Chairperson)	Cllr J Clyne MVO	Cllr J Hills
Cllr D Jackaman (Vice- Chairperson)	Cllr K Kirkham	Cllr S Barker
Cllr M Jaggard	Cllr S Tuttlebury	Cllr D Sellens
	1 member of public	Mrs Fay Jupp (Clerk)

1.00	<p><u>Apologies for Absence</u></p> <p>Cllr R Jones, Cllr T Loveday, Cllr P Lavelle, Cllr P Singleton</p>
2.00	<p><u>Declaration of Interest</u> -Nil</p>
3.00	<p><u>Public Forum</u></p> <p>One member of the public attended the meeting to raise concerns about the lack of street lighting along High Easter Rd, from the football club towards Martel's Industrial Estate.</p> <p>The Parish Council discussed this matter and Cllr Barker agreed to find out and confirm the qualifying criteria for street lighting. A discussion ensued surrounding the policy on where street lighting is required and the existing site aspects that may contribute to this, for example the 30mph speed limit. <u>ACTION: CLLR BARKER</u></p> <p>Additional concerns were raised regarding the condition of road surface on High Easter Road, in particular, the section outside Albans. Cllr Kirkham summarised a recent meeting involving Cllr Bentley, during which a site assessment of the road was made. The Parish Council is awaiting a progress report on this matter. Cllr Kirkham agreed to contact Cllr Bentley regarding this. <u>ACTION: CLLR KIRKHAM</u></p>
4.00	<p><u>District & County Councillors Report</u></p> <p>Cllr Barker reported the broken drain cover on Buttles Hill to the Highways department for emergency repair.</p> <p>Cllr Barker provided information regarding the 'Ride London' event which will take place on Sunday 28th May. Leisure and activity grants are available, and Cllr Burlend asked the clerk to investigate whether new play equipment would qualify for this. The clerk agreed to report back at the next meeting. <u>ACTION: PARISH CLERK</u></p> <p>Cllr Barker is due to meet with the Highways Buddy to assess the cause of the recent flooding on Chelmsford Rd. The blocked drains at The Chase and bus stop on Chelmsford Rd are causing flooding to properties located within The Chase. The Parish Council emphasised that this situation has progressively worsened and needs to be resolved quickly. <u>ACTION: CLLR BARKER</u></p> <p>The road closure on Buttles Hill for road resurfacing has been rescheduled to 24th July 2023.</p> <p>Cllr Barker requested that any pot holes are to be reported with photographs and 'What3words' location via the online portal.</p>
5.00	<p><u>Road Safety</u></p> <p>As discussed under item 4.</p>
6.00	<p><u>Minutes of Previous Meeting</u></p> <p>Minutes of the previous meeting (13th March 2023) were agreed as a true and accurate record and signed by Cllr R Burlend, Chairperson.</p>

7.00	<p><u>Action Points from previous Meeting</u></p> <p>The Watts Close area has been tidied and dog poo removed. Signs have been displayed to encourage the use of the dog bins provided.</p> <p>The Planning Enforcement team have met with the landowner at Haydens Barn and have agreed with them that the verge will be returned to its original state within two months.</p> <p>The clerk has reported the bench at Garnetts wood to Essex County Council for repair.</p> <p>The clerk has reported the pot holes located on the mini roundabout via the Highways portal.</p> <p>The clerk has contacted UDC regarding 'Private Road' signage for Berners End. Awaiting a response. <u>ACTION: PARISH CLERK</u></p> <p>The clerk has requested speed watch information for Mr Allen, this will be circulated in due course. <u>ACTION: PARISH CLERK</u></p> <p>Commemorative Jubilee Plaque for the Jubilee hedge is being arranged. <u>ACTION: PARISH CLERK</u></p>
9.00	<p><u>Clerk's Report</u></p> <p>The VAT reclaim for the period 01.04.22 to 28.02.23 for the total of £ 6363.17 was received on 17th March.</p> <p>The clerk will meet with PJ Accountants to finalise the Year End. The accounts will be circulated following this meeting.</p> <p>The Clerk has received confirmation of the NALC payscales. Last pay rise was implemented in 2020. Hourly rate will rise from April 2023 in accordance with NALC and back payment was agreed for £540.</p> <p>Annual Audit preparation is underway for the Annual Governance Audit Review 2022-2023.</p> <p>Reminder that the Nomination deadline for the Local Council Elections is at 4pm on Tuesday 4th April.</p> <p>The Notification of District and Parish Elections are displayed on the notice boards and the parish website.</p> <p>Reminder that the next meeting and AGM will be held on Thursday 11th May due to the Coronation bank holiday.</p>
10.00	<p><u>Financial Position – Statement of bank account as of 31st March 2023</u></p> <p>The financial position as of 31st March was £ 7427.45 in the current account.</p>
	<p><u>Review of Risk Assessment – previously circulated</u></p> <p>The Risk Assessment was reviewed, and Cllr Burlend highlighted two amendments. Firstly, the term 'village website' to be changed to 'Parish Council website.' Secondly, the term 'passed' changed to 'achieved.'</p> <p>The clerk agreed to make these amendments. <u>ACTION: PARISH CLERK</u></p>
	<p><u>Review of Financial Regulations – previously circulated</u></p> <p>The Financial Regulations were reviewed, and Cllr Burlend suggested the emergency expenditure limit should be raised from £500. The Parish Council unanimously agreed to raise this limit to £1000.</p> <p>The clerk agreed to make these amendments. <u>ACTION: PARISH CLERK</u></p>

	<p><u>Review of Standing Orders – previously circulated</u></p> <p>The Standing Orders were reviewed, and Cllr Burlend highlighted a couple of minor typos. The clerk agreed to make these amendments. <u>ACTION: PARISH CLERK</u></p>
11.00	<u>Planning Applications - Nil</u>
12.00	<p><u>Planning Applications Determined</u></p> <p>UTT/23/0169/PAQ3 Prior Notification of change of use of agricultural buildings to 5 no. dwellings Barns 2,3 And 5 At Parsonage Farm Parsonage Lane Barnston – Approved (Noted by Parish Council)</p> <p>UTT/23/0472/PDE Proposed single storey rear extension- extending 5.95m from the rear wall, maximum height 3.75m and height to eaves 2.25m 6 Mill Field Barnston - PDE-Application Not Required</p>
13.00	<u>General Correspondence to note - Nil</u>
14.00	<u>EALC – Various – Nil</u>
15.00	<u>Bus News</u>
16.00	<p><u>Any Other Business</u></p> <p>Cllr Jackaman requested that the clerk progresses the new play equipment project for the village hall park. The clerk agreed to consult with Cllr Clyne. <u>ACTION: PARISH CLERK</u></p> <p>The Parish Council expressed disappointed the Cllr Loveday has not attended any Parish meeting since the By-Election.</p> <p>There was a general discussion regarding the Coronation of King Charles III and the Parish Council agreed to plant a tree at Wellstye to commemorate this historic occasion. The clerk agreed to obtain a tree and a plaque in due course. <u>ACTION: PARISH CLERK</u></p>

A&J Lighting	£ 59.88
HMRC	£ 38.92
Fay Jupp Salary	£ 518.00
Fay Jupp Salary – Underpayment	£ 540.00
UDC	£ 66.51
N Power	£ 108.03
HSBC	£ 10.00

The next meeting is scheduled for Thursday 11th May 2023, 7pm at Barnston village hall.

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