

**MINUTES OF BARNSTON PARISH COUNCIL**  
**THURSDAY 11<sup>TH</sup> MAY 2023 – BARNSTON VILLAGE HALL**

Present:

Cllr R Burlend MBE (Chairperson)	Cllr J Clyne MVO	Cllr J Hills
Cllr D Jackaman (Vice- Chairperson)	Cllr S Tuttlebury	Cllr S Barker
Cllr T Loveday	Cllr P Singleton	Cllr D Sellens
	1 Member of public	Mrs Fay Jupp (Clerk)

1.00	<p><b><u>Apologies for Absence</u></b></p> <p>Cllr K Kirkham, Cllr M Jaggard, Cllr Regan &amp; Cllr Martin</p>
2.00	<p><b><u>Declaration of Interest</u></b></p> <p>Cllr Burlend signed the Declaration of Interest register for item 16: Planning Applications.</p> <p>The Clerk signed the Declaration of Interest register for items relating to the current Grounds Maintenance Contractor.</p>
3.00	<p><b><u>Public Forum</u></b></p> <p>Mr Jones attended the meeting and thanked the Parish Council for their hard work over the last 4 years, during which time he served as a Councillor to Barnston. The Parish Council expressed its thanks to Mr Jones for the assistance he had provided during his membership of the district council.</p>
4.00	<p><b><u>Barnston Village Hall</u></b></p> <p>Mr Squires, previous Chairman of the Village Hall Committee attended the meeting and confirmed that a new Chairperson and Secretary had been appointed to the Village Hall committee. The current Treasurer, Booking clerk and Caretaker are to remain in their roles.</p> <p>Cllr Burlend thanked the Village Hall Committee for all their hard work in managing the village hall, which is a valuable asset to the village and residents.</p>
4.00	<p><b><u>Chairman's Address – to present a report for the year 2022/23</u></b></p> <p>Cllr Burlend welcomed everyone to the Annual Parish Meeting.</p> <p>At last, almost all of the COVID 19 precautions are becoming memories. It has been a very challenging three years that have altered some aspects of life permanently.</p> <p>The Russian invasion of Ukraine continues to affect us all, principally in the inflation directly and indirectly caused by the dramatic increase in energy costs. This has been the worst period of inflation for 40 years.</p> <p><b>Financial Position:</b></p> <p>The financial position of the council at the end of the financial year is</p> <ul style="list-style-type: none"> <li>• £ 7427. 45 This compares with</li> <li>• £ 14,593.16 last year.</li> </ul> <p><b>The B1008 and road matters:</b></p> <p>Traffic levels through the village and potholes have been the cause of a great many complaints. Several meetings have been attended by residents seeking to raise this matter with the Parish Council. Whilst we have</p>

every sympathy with these residents, there is little in the way of practical assistance that we can offer but we do keep matters under review and raise problems and complaints with Essex Highways when appropriate.

Barnston Parish Council representatives met Cllr Kevin Bentley together with Cllr Susan Barker to raise the problem of erosion of the road verges on High Easter Road. These, and the flooding problems have been a cause of concern for some time now and it appears that the cause is the size of lorries and the volume of traffic using a very narrow and twisting country road. There are several places where there are some deep holes where large vehicles pull into the side of the road to avoid oncoming traffic.

Barnston is continuing to collaborate with the Great Waltham Parish Council and is supporting them in their campaign to get improved speed reduction measures in place, in particular, speed averaging cameras. They are considering ways in which the funding can be raised to achieve this.

The main road is also causing problems with flooding. There are sections, in particular the southern section of Chelmsford Road where the drains appear to be completely blocked. The problem is similar on Buttles Hill and intervention by Essex Highways has managed to clear several of the interceptors out and this appears to have alleviated the flooding at the mini roundabout but there are several sections of underground pipework that may still be blocked but are the responsibility of Anglian Water. We are waiting in hope that this problem can be resolved soon.

One of the worst consequences of excess surface water is that traffic causes the water to be displaced adjacent to the Chase, where it becomes the cause of flooding. Some work has been undertaken to clear the drains in the Chase but more work needs to be done.

There are also ongoing issues with other highways matters in particular the problem of repairing potholes and sunken drains. Despite the obvious and pressing requirement for these repairs to be conducted in a timely manner, this is currently not happening. Where repairs have been completed, there are also questions as to the quality of the workmanship.

Play areas:

The Park gym has now been completed together with the associated landscaping and safety barriers. It has been reported that there are a number of informal fitness groups using the equipment to hold sessions.

In addition to the normal maintenance, the play equipment has been pressure washed and checked for degradation.

#### **Other Improvements:**

The Parish Council has arranged a series of domestic waste skips to be provided with the cooperation and assistance of the village hall. These have been well attended and are valued by the villagers. The Parish Council expresses its thanks to the village hall committee for its assistance at these sessions.

The green waste skip has also been visiting the village but these are manned. These too are appreciated by villagers.

The Parish Council has taken over the management and maintenance of the nature reserve at Onslow Green and has undertaken some woodland and pond management work at Wellstye Green. This has continued to be maintained during the previous year.

A number of beat surgeries have been held by our local PCSO Natalie Smith. These are useful for her to get to know the village and its residents and naturally for them to get to know her as well.

Last year marked the passing of Her Majesty, Queen Elizabeth II. The Parish Council organised and monitored the book of condolence for the village at the village hall.

	<p>New high quality picnic benches have been installed in the play areas and repairs have been carried out on other benches in Watts Close.</p> <p><b>Website:</b> The new website is now well established and has become a useful resource for the village. There is a gallery for photographs and we would welcome any contributions to this from anyone with historical photographs or other documents of interest of the village or its inhabitants. The website is managed by the clerk.</p> <p><b>The Parish Council:</b> There have been no changes to the make up of the Parish Council during the last year.</p> <p>Landvista continues to maintain the village and undertake most of the smaller maintenance tasks and this arrangement continues to work well.</p> <p>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.</p>
5.00	<p><b><u>Election of Chairperson</u></b></p> <p>Cllr Burlend was proposed by Cllr Clyne and seconded by Cllr Jackaman. 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.</p>
6.00	<p><b><u>Election of Vice – Chairperson</u></b></p> <p>Cllr Jackaman was proposed by Cllr Sellens and seconded by Cllr Singleton. Declaration of Acceptance to be signed in due course.</p>
7.00	<p><b><u>Appointment of Representatives</u></b></p> <p>It was unanimously agreed that Councillors would continue with their existing appointed area of special interest. These are listed on the village website.</p>
8.00	<p><b><u>District &amp; County Councillors Report</u></b></p> <p>Cllr Loveday attended the meeting and introduced himself to the Parish Council. The newly elected District Councillors for Great Dunmow South and Barnston are Cllr Loveday, Cllr Regan and Cllr Martin.</p> <p>Cllr Barker summarised the Election results for Uttlesford District Councillors. The results are as follows; Conservative Party - 11, Green Party - 0, Independent - 2, Labour Party - 0, Liberal Democrats - 4, Reform UK - 0 and Residents for Uttlesford - 22.</p> <p>Cllr Barker confirmed that the recently reported pothole on Buttles Hill had been repaired, in addition to the large pothole situated on the mini roundabout. Cllr Clyne remarked on the good standard of work which had been undertaken to repair the pothole on the mini roundabout.</p> <p>Cllr Jackaman asked for an update on the drainage issues which have contributed towards the recent flooding in The Chase. Cllr Barker is consulting with the Highways buddy to further this investigation. Cllr Jackaman reported that a ditch located at the rear of The Chase is blocked. Cllr Barker agreed to speak to the Flooding Engineer at ECC. Cllr Barker will report back in due course. <b><u>ACTION: CLLR BARKER</u></b></p>

8.01	<b><u>Local Election Results – Elections of Councillors to UDC</u></b> - Addressed under item 8.
9.00	<p><b><u>Road Safety</u></b></p> <p>Highways Briefing on Tuesday 4<sup>th</sup> July at 2pm via Zoom. UDC have requested a Highways Rep from each Parish to attend.</p> <p>Cllr Jackaman requested that the drains on Chelmsford Road remain on the agenda until the issues have been resolved. <b><u>ACTION: PARISH CLERK</u></b></p>
10.00	<p><b><u>Minutes of Previous Meeting</u></b></p> <p>Minutes of the previous meeting (3<sup>rd</sup> April 2023) were agreed as a true and accurate record and signed by Cllr R Burlend, Chairperson.</p>
11.00	<p><b><u>Action Points from previous Meeting</u></b></p> <p>No reported updates have been received from Cllr Bentley or Cllr Kirkham regarding the condition of High Easter Road.</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. The clerk agreed to follow this up when the deadline is reached. <b><u>ACTION: PARISH CLERK</u></b></p> <p>The clerk has reported the potholes located on the mini roundabout via the Highways portal.</p> <p>Commemorative Jubilee Plaques for the Jubilee hedge and King's Coronation have been ordered and will be installed in due course. <b><u>ACTION: PARISH CLERK</u></b></p> <p>The PC Risk Assessment, Financial Regulations and Standing Orders have been amended following the last meeting.</p> <p>The clerk submitted an application to Active Essex in conjunction with Ride London for a funding towards a new piece of play equipment.</p> <p>Finance meeting scheduled for 31<sup>st</sup> May to progress the new play equipment project.</p> <p>The broken gate spring in the village hall park is due to be replaced. <b><u>ACTION: PARISH CLERK</u></b></p>
12.00	<p><b><u>Clerk's Report</u></b></p> <p>The VAT reclaim for the period 01.03.22 to 31.03.23 for the total of £ 521.46 has been submitted.</p> <p>Precept payment was received on 20th April for the sum of £14293.50</p> <p>The clerk has circulated the annual accounts for the year end March 2023.</p> <p>Annual Audit preparation is underway for the Annual Governance Audit Review 2022-2023.</p> <p>The Notice of Public Rights and Publication of unaudited Annual Governance &amp; Accountability Renew is now on display with the date of announcement Thursday 11<sup>th</sup> May 2023, period commencing on Monday 5<sup>th</sup> June to Friday 14<sup>th</sup> July 2023.</p> <p>Reminder that the Election Expenses submission deadline for the Local Council Elections 2<sup>nd</sup> June.</p>

	<p>Reported pavement at Green Farm to Essex Highways, Chelmsford CC &amp; Cllr Barker.</p> <p>Defib pads have been ordered. Due to Expire in July 2023</p> <p>The clerk has booked Wicksteed to completed the annual safety inspection of play equipment and park gym.</p> <p>Councillors to sign Register of Interest and Declaration of Office forms.</p> <p>The clerk confirmed that James Todd &amp; Co have increased the monthly charges for payroll services by £2.60 per month. The Parish Council agreed to continue with their services.</p> <p>The clerk confirmed that the current grounds maintenance contract is due for renewal.</p> <p>The clerk signed the Declaration of Interest register in relation to this matter.</p> <p>The Finance Committee requested that submissions for tender for the ground's maintenance specification are to be submitted to them for consideration at the next finance meeting on Wednesday 31<sup>st</sup> May.</p>
13.00	<p><b><u>Financial Position – Statement of bank account as of 31<sup>st</sup> April 2023</u></b></p> <p>The financial position as of 31<sup>st</sup> April was £ 20379.61 in the current account.</p>
13.01	<p><b><u>Annual Return – to approve and sign the accounts for Year 2022/23 – Section 1</u></b></p> <p>Section 1 – Annual Governance Statement</p> <p>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.</p>
13.02	<p><b><u>Annual Return – to approve and sign the accounts for Year 2022/23 – Section 2</u></b></p> <p>Section 2 – Accounting Statement 2020/2021</p> <p>End of Year figures for 2020/2021 were agreed, signed and dated accordingly.</p>
13.03	<p><b><u>Cashbook – Chairman and clerk to sign cashbook as agreeing to bank statements at year end.</u></b></p> <p>The Chairman and Clerk signed both the cashbook and bank reconciliation as agreeing to the bank statement at the Year End.</p>
14.00	<p><b><u>Review of Asset Register</u></b> - Reviewed and agreed</p>
16.00	<p><b><u>Planning Applications</u></b></p> <p>UTT/23/1043/HHF   Demolition and reinstatement of existing storage outbuilding. New garden room with associated landscaping   Haydens House, Onslow Green, Barnston - Noted</p> <p>UTT/23/0931/HHF   Proposed first floor side and front extension, with internal alterations. Side garage extension   47 Barnston Green, Barnston - Noted</p>
17.00	<p><b><u>Planning Applications Determined</u></b></p> <p>UTT/23/0834/DOC   Application to discharge condition 3 (details of walls, roof, windows and doors) attached to UTT/20/3380/FUL   Great Broadfields Farm, Chelmsford Road, Barnston - <b>Discharged Conditions in Full</b></p>

	Cllr Burlend summarised to the Parish Council a letter that was received from Barnston Green residents. The Parish Council agreed that it was a matter for the Enforcement department. This letter has been sent to Enforcement.
18.00	<b><u>General Correspondence to note - Nil</u></b>
19.00	<b><u>EALC – Various – Nil</u></b>
20.00	<b><u>Bus News</u></b>  Cllr Tuttlebury confirmed that the £2 fare has been extended until October.
21.00	<b><u>Any Other Business</u></b>  Cllr Singleton asked if the bus stop on Chelmsford side could be cleaned following the recent flooding. The clerk agreed to ask the maintenance contractor to clean this out. <b><u>ACTION: PARISH CLERK</u></b>  Cllr Sellens reported a persistent parking issue within 10 metres of the Barnston Green junction. The clerk agreed to contact the Essex Parking Partnership and PCSO Natalie Smith regarding this issue. <b><u>ACTION: PARISH CLERK</u></b>  Cllr Sellens reported a broken sign outside Watts Close Park. The clerk agreed to remove and replace this, if necessary. <b><u>ACTION: PARISH CLERK</u></b>  The Barnston gateway signs are due to be cleaned in due course. <b><u>ACTION: PARISH CLERK</u></b>

A&J Lighting	£ 59.88
UDC	£ 65.95
Landvista Ltd	£ 1077.12
James Todd & Co	£ 34.32
Clerk Salary	£ 518.00
Clerk expenses	£ 8.80
JRB Enterprise	£ 295.20
Barnston Village Hall	£ 14.25
BHIB Insurance	£ 494.15
Harps	£ 72.00
N Power	£ 50.44
HSBC	£ 8.00

The next meeting is scheduled for Monday 12<sup>th</sup> June 2023, 7pm at Barnston village hall.

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