**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 10th JULY 2023 – BARNSTON VILLAGE HALL**

Present:

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| Cllr R Burlend MBE (Chairperson) | Cllr J Clyne MVO | Cllr S Barker |
| Cllr D Jackaman (Vice- Chairperson) | Cllr S Tuttlebury | Cllr D Sellens |
| Cllr P Singleton | Cllr B Regan | Mrs Fay Jupp (Clerk) |
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| 1.00 | **Apologies for Absence**Cllr K Kirkham, Cllr M Jaggard, Cllr J Hills, Cllr T Loveday & Cllr Martin |
| 2.00 | **Declaration of Interest** – Nil |
| 3.00 | **Public Forum** One member of the public attended the meeting and remarked on the good standard of maintenance undertaken by the Parish Council towards the upkeep of the play areas. |
| 4.00 | **District & County Councillors Report** Cllr Regan attended the meeting and introduced himself to the Parish Council. Cllr Regan will be working alongside Cllr Loveday and Cllr Martin within the District.Cllr Regan provided an update on the progress of the Local Plan and the ‘Call for Sites.’A total of 299 sites were proposed to UDC. These sites include the Football pitches on High Easter Rd and land on Buttles Hill.Cllr Regan provided information on funding and grants that are now available. The Parish Council enquired as to whether funding would be available for safety surfacing for the new play equipment. The clerk will follow this up. **ACTION: PARISH CLERK**Cllr Barker attended the meeting and provided information about the Uttlesford Support Schemes. These include the Council Tax Support Scheme, Cost of Living Support and the Hardship Fund. Further information will be published to the UDC website.Cllr Barker will continue to consult with Thames Water regarding the flooding along Chelmsford Rd.Cllr Barker confirmed that the road at the mini roundabout is scheduled to be resurfaced. Cllr Braker has requested the use of a different grade of tarmac, which would be better suited to HGVs and agricultural vehicles.Cllr Barker requested that Pothole locations are to be reported to her, along with a photo and the ‘What3words’ location.Cllr Barker briefly explained that Essex County Council has proposed that Great Dunmow Town Council could take ownership of the Youth Centre, as part of the Government’s Levelling Up Project Scheme. |
| 5.00 | **Road Safety**Cllr Burlend reported agricultural vehicles driving along the footpath on Buttles Hill. The reason for this is not known, however it was noted that the footpath would not have a substantial enough footing for such heavy vehicles. A general discussion ensued regarding traffic calming measures in Barnston.Cllr Regan raised the issue of obscured sight lines at the A120 westbound slip road at the Dunmow South junction due to unmown grass verges. Cllr Regan agreed to raise this issue with Highways and enquire as to whether an alternative surface could be installed to reduce or eliminate this hazard in future. |
| 6.00 | **High Easter Rd**A meeting was held with the Highways Officer and Cllr Barker, which took place on Friday 7 July at 11am.It was attended by Mr Lodge (Chairman of High Easter Parish Council), Mr Boreham (High Easter Parish Councillor), Mrs Kirkham (Barnston Parish Councillor) and Mr Jaggard (Barnston Parish Councillor and ALD Ltd) and Mr Kirkham.Following a site inspection to assess the various issues, the following actions were agreed as follows:* Just past Tye Green Farmhouse towards Barnston there was both running and standing water on the left side of the road, given the time of year and lack of rain it was agreed that this must be coming from either a broken water main or discharge perhaps from a septic tank/small sewage treatment works - The Highway Officer agreed to arrange for this area to be investigated via the water authority/highway authority.
* Given the severe damage to the edge of the Highway and associated deep ruts it was agreed that the culvert which should be carrying water down this section of Road will have been damaged and is highly likely to be collapsed so that it is no longer operational - this will have been due to vehicular damage and also may well have been affected by the work undertaken by Giga Clear when it installed the broadband infrastructure along the road. The Highways Officer agreed to ask for this area to be investigated.
* All of the potholes/breaking up of the verge/haunching of the road on both sides, all the way down the section of road past Albans, Oak Tree Barns and towards Barnston are a serious hazard and a very serious/fatal accident could occur in this area. The Highway Officer and Councillor Barker agreed that urgent action was required in the short term and then for the longer term, a scheme to improve this area needs to be implemented. Various options including widening the road, painting a white line in the middle of the road and the provision of kerbs and passing places were discussed.
* It was noted that the hedges and trees on both sides of the road were overgrown and impacting on the ability of large vehicles to move towards the edge of the highway - The Highway Officer agreed to contact the relevant department within ECC Highways to arrange for the trees/hedging to be cut back.
* In view of the high volume of traffic especially large HGVs and the industrial and agricultural businesses using this road, some form of traffic management system should be considered

Cllr Barker and Cllr Kirkham will provide an update in due course. |
| 7.00 | **Flooding & Drainage - Chelmsford Rd**Cllr Barker agreed to continue to work towards resolving this issue. The Council agreed to keep this as an agenda item at forthcoming meetings until the matter has been resolved.Cllr Jackaman expressed concerns regarding the issue of running water into The Chase and stressed the importance of resolving this issue before the winter months and the onset of wet weather. |
| 8.00 | **New play equipment – VH Play area.**The Parish Council reviewed the quotation for the supply of a ‘Duo Climber’ play apparatus. The Parish Council unanimously agreed to purchase the apparatus for £4230 + VAT. The clerk will place the order. **ACTION: PARISH CLERK**Cllr Burlend thanked Cllr Jaggard for his generous contribution with the installation and machinery costs towards this project.The clerk agreed to apply for funding towards the wet pour safety surface. **ACTION: PARISH CLERK** |
| 9.00 | **Play Area Inspections (previously circulated)**Cllr Burlend summarised the Play inspection reports for the play areas at Watts Close and Chelmsford Rd.Both play areas have been reported as ‘Low’ risk and in overall good condition. A couple of minor issues were raised, and the Parish Council agreed for the clerk to proceed with the quotation from Wicksteed to replace the bearing on the Sputnik. **ACTION: PARISH CLERK**The Clerk will purchase a wet pour repair kit for minor tile repairs. **ACTION: PARISH CLERK**Cllr Jackaman agreed to liaise with the clerk regarding new signage for the play areas. **ACTION: PARISH CLERK** |
| 10.00 | **Internal Audit Review (previously circulated)**Cllr Burlend summarised the internal audit report, which was previously circulated to Councillors for review.A general discussion ensued regarding the report and in summary, the following points will be addressed, these are as follows.* The revision of the AGM agenda in May 2024.
* A minimum of 5 years of previous accounts published to the website.
* Minutes are to be page numbered annually.

The Council agreed the internal audit report and agreed to instruct Hellis and Lodge for the forthcoming year of audit. **ACTION: PARISH CLERK** |
| 11.00 | **Minutes of Previous Meeting**Minutes of the previous meeting (11th May 2023) were agreed as a true and accurate record and signed by Cllr R Burlend, Chairperson. |
| 12.00 | **Action Points from previous Meeting**The clerk contacted the Planning Enforcement department and Cllr Barker regarding the wall removal at Haydens Barn. No further updates have been received. The clerk will continue to follow this up. **ACTION: PARISH CLERK**The Barnston gateway signs on Buttles Hill have been cleaned. Strimming and tree pruning around these signs will be completed in due course.The footpath from Berners End to Millfield has been maintained. The timber marker is loose and has been reported to UDC.Highways grass mowing schedule requested any missed areas to be reported. The clerk has requested the mowing of grass verges in Onslow Green. The Nature reserve verges will be cut in due course.The junction of High Easter Rd and Barnston Green has been added to the police community patrols to monitor the vehicles parking within 10m of the junction, following reports of dangerously parked vehicles.The pathway at Barnston Green has been cleared back to the fence. The clerk will write to the resident requesting that the vegetation is removed from the fence and maintained. **ACTION: PARISH CLERK**The clerk has again reported that the speed signs on Buttles Hill have been reduced in height. No further updates from Highways. Cllr Burlend agreed to follow this up. Note: following the meeting Cllr Barker notified the PC that the signs had been reduced in height owing to corrosion of the posts. These will be replaced in due course but the signs have been lowered as a safety measure in the interim. |
| 13.00 | **Clerk’s Report**The annual Defibrillator test was completed on 17th June. The general household waste skip was very well utilised.The clerk reported that incorrect information has been published on the UDC website relating to new Councillors. The clerk has reported this to the Elections department.Landvista will mow the grass around the new garden in the village hall lawn, leaving the grassed area within to be maintained by the Village Hall Committee. Cllr Singleton agreed to liaise with the committee regarding this.The Parish Council would like to donate a water butt with a lockable tap to the village hall committee for the new memorial garden. Cllr Singleton agreed to discuss this with the committee. Reminder no meeting in August. |
| 14.00 | **Financial Position – Statement of bank account as of 30th June 2023**The financial position as of 30th June was £ 15,655.73 in the current account. |
| 15.00 | **Planning Applications** UTT/23/1513/CLP | Erection of a single storey rear extension | 15 Berners End, BarnstonUTT/23/1502/CLP | Rebuilding of existing storage unit. Construction of new garden room. Construction of decking area, less than 200mm off floor level. Relocation of oil tank | Haydens House, Onslow Green, BarnstonUTT/23/1510/HHF | Replace existing garage, storeroom, stables, outbuilding and greenhouse bases with garage with first floor carers bedroom over, store and plant room and granny annexe | Barnston Oak, Parsonage LaneUTT/23/1484/DOC | Application to discharge condition 4 (Landscape and Ecological Management Plan) of UTT/21/2245/OP | Sparlings Farm, Chelmsford RoadUTT/23/1471/DFO | Details following outline application UTT/21/2245/OP (all matters reserved except for access and layout for 5 dwellings), details of appearance, landscaping and scale, to include the Landscape and Ecological Management plan (UTT/23/1484/DOC). | Sparlings Farm, Chelmsford Road |
| 16.00 | **Planning Applications Determined** UTT/23/0931/HHF | Proposed first floor side and front extension, with internal alterations. Side garage extension | 47 Barnston Green, Barnston – **Refused**Cllr Sellens raised the following planning application, previously circulated by the clerk. UTT/23/1362/DFO | Details following outline application UTT/20/2417/OP (partial site redevelopment comprising erection of two industrial buildings together with associated engineering works access and landscaping), details of appearance, landscaping, layout and scale) | Barnston Warehousing Chelmsford Road Great Dunmow Essex CM6 1LPA general discussion ensued surrounding this application. |
| 17.00 | **General Correspondence to note -** Nil  |
| 18.00 | **EALC – Various –** Nil |
| 19.00 | **Bus News - Nil** |
| 20.00 | **Any Other Business** Cllr Burlend reported a request from residents to install a ‘No airport parking’ sign at Berners End.The Council discussed this matter and agreed to install signage on the Berners End signs. The clerk will liaise with Cllr Jackaman, and these will be installed in due course. **ACTION: PARISH CLERK**Cllr Sellens provided information received from a resident, who wishes to report bonfires and the burning of materials which have caused smoke pollution in and the around the Onslow Green area. The clerk agreed to report this. **ACTION: PARISH CLERK** |

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| A&J Lighting  | £ 59.88 |
| Dunmow Waste | £ 1207.44 |
| Landvista Ltd | £ 1485.00 |
| James Todd & Co | £ 34.32 |
| Fay Jupp Salary | £ 455.50 |
| Fay Jupp Expenses | £ 7.99 |
| UDC | £ 52.47 |
| UDC | £ 65.95 |
| N Power | £ 121.19 |
| HSBC | £ 8.00 |
| Hundred Parishes | £ 10.00 |

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

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