**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 13th NOVEMBER 2023 – BARNSTON VILLAGE HALL**

Present:

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| Cllr R Burlend MBE (Chairperson) | Cllr S Tuttlebury | Cllr D Sellens |
| Cllr D Jackaman (Vice- Chairperson) | Cllr B Regan | Mrs Fay Jupp (Clerk) |
| Cllr P Singleton | Cllr S Barker | Cllr J Hills |

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| 1.00 | **Apologies for Absence**  Cllr J Clyne MVO, Cllr T Loveday, Cllr Martin & Cllr M Jaggard |
| 2.00 | **Declaration of Interest** - Nil |
| 3.00 | **Public Forum** - Nil |
| 4.00 | **District & County Councillors Report**  Cllr Regan provided an update on the draft Local Plan. Drop-in exhibitions for the draft Local Plan will be available at the following locations. Saffron Walden - 14 Nov 5pm-8pm, at the Town Hall, Manuden - 15 Nov 5pm-8pm, Village Community Centre and Great Dunmow – 16 Nov 5pm- 8pm, Dourdan Pavilion. The consultation is open for responses until 18 December.  A discussion ensued and the Parish Council agreed to review the information and submit comments. **ACTION: PARISH CLERK**  Cllr Regan said that the Remembrance Service was well attended in Great Dunmow. Cllr Regan suggested the opportunity for a representative from Barnston Parish Council to lay a wreath at next years’ service. Cllr Burlend confirmed that the names of who serviced and lived in Barnston had been inscribed onto the war memorial approximately 15 years ago. Cllr Burlend agreed to represent Barnston Parish Council and Cllr Regan agreed to raise this with the town council. The Clerk will order the wreath from the Royal British Legion in preparation for next year. **ACTION: PARISH CLERK**  Cllr Barker elaborated on the draft Local Plan, providing information on the proposed new houses in Little Easton and Great Dunmow.  Cllr Barker expressed the necessity to maintain the existing clear separation between Great Dunmow and Barnston.  A further discussion ensued with an emphasis on the requirement for new and improved infrastructure prior to the construction of new housing developments within the district.  Cllr Barker provided an update on the Enforcement action at Haydens Barn.  Cllr Burlend reported that the Parish Council was disappointed to have received notification of the approval of a Certificate of Lawfulness for planning application UTT/23/2057/CLP whilst Enforcement action is ongoing. The Parish Council agreed to write to the Director of Planning, Mr Dean Hermitage and The Authorising Officer, Mr Nigel Brown to suggest that this matter or indeed any future or pending planning applications are not considered until the landowner fully complies with the enforcement notices. **ACTION: PARISH CLERK** |
| 5.00 | **Parish Council Vacancy**  Cllr Burlend read the following information: Notice is hereby given that a vacancy has occurred in the office of Parish Councillor for the Parish of Barnston, arising from the recent passing of the late Councillor Kathryn Kirkham.  An election to fill the vacancy will be held if notice in writing of a request for such an election is made by ten Local Government electors for the electoral area and received by the Proper Officer, c/o Electoral Services, Uttlesford District Council, Council Offices, London Road, Saffron Walden, Essex CB11 4ER, by not later than 5pm on Wednesday 29 November 2023.  If an election is not requested by ten Local Government electors, the vacancy will be filled by the parish council as soon as practicable after the expiry of the date referred to above.  The Clerk confirmed that the notices have been displayed on the notice boards and the village website. |
| 6.00 | **Road Safety**  Closure of Chelmsford Road is due to commence on 14th December 2023 for 6 nights (20:00 - 05:00). The closure is required for the safety of the public and workforce while Essex County Council undertakes machine patching.  Cllr Jackaman reported two recent road traffic incidents involves a stag on High Easter Road and a deer at Onlsow Green.  Cllr Hills reported that the drains on Chelmsford Rd from the bus stop down towards Parsonage Lane were still blocked and surface water was a considerable issue following the recent downpours. The clerk agreed to report this to Highways and Cllr Barker. **ACTION: PARISH CLERK** |
| 7.00 | **High Easter Rd**  The Clerk confirmed that the speed survey had been circulated to the residents who expressed an interest.  A discussion followed regarding the proposed repair work. Cllr Hills agreed to contact Cllr Jaggard and Mr Kirkham for an update following the recent meeting with the County Councillors. **ACTION: CLLR HILLS** |
| 8.00 | **Flooding & Drainage - Chelmsford Rd**  Cllr Barker confirmed that the work had been completed by Anglian Water and early indications were that the problems associated with the blocked drains have been significantly reduced. |
| 9.00 | **Minutes of Previous Meeting**  Minutes of the previous meeting (9th October 2023) were agreed as a true and accurate record and signed by Cllr R Burlend MBE (Chairperson) |
| 10.00 | **Action Points from previous Meeting**  Cllr Jackaman suggested arranging a meeting for which members of the Parish Council and District Councillors could attend to progress resolving the issues at the Skyline Hotel. The Clerk is awaiting a response from Cllr Martin.  Cllr Jackaman reported on behalf of Cllr Clyne following a visit that the hotel appears to be making provisions to extend the room capacity for potential guests.  The new piece of play equipment for the village hall park has been delivered to ALD Ltd. Awaiting installation date from Cllr Jaggard regarding the installation. **ACTION: PARISH CLERK & CLLR JAGGARD**  The Clerk has completed and returned the funding paperwork to Cllr Regan for the Wet pour safety surface. |
| 11.00 | **Clerk’s Report**  The village hall park rent invoice has been received for the sum of £120 and this has been paid.  The Clerk has written to several residents requesting them to prune back their overgrown vegetation.  The Parish Council meeting on Monday 11 December will commence at 6.30pm.  The Clerk is due to attend the Dunmow Area Parish Meeting on 29 November at 7pm.  The Barnston Mission webpage has been updated.  Five streetlights in Watts Close have been repaired following the recent storm. Cllr Singleton reported a fault on the streetlight outside no 26 Watts Close. The agreed to report this to the engineer. **ACTION: PARISH CLERK** |
| 12.00 | **2024-2025 Budget and Precept**  The forthcoming budget and precept were discussed in detail for 2024/2025 and it was agreed to increase the precept by 4%. The anticipated increase is in the region of £3.18 per year per household. The Precept was agreed at £29,730. The paperwork will be completed and signed by both the Chairman and Parish Clerk in due course. |
| 13.00 | **Financial Position – Statement of bank account as of 31st October 2023**  The financial position as of 31st October was £ 13,513.05 in the current account. |
| 14.00 | **Planning Applications**  UTT/23/2711/LB | Single storey rear extension. | Millfield House Mill Field - **Noted**  UTT/23/2710/HHF | Single storey rear extension. | Millfield House Mill Field - **Noted**  UTT/23/2754/LB | Proposed repair works to wall. | Barnston Hall Cottage, Parsonage Lane, Barnston, Essex, CM6 3NY - **Noted**  UTT/23/2741/DOC | Application to discharge condition 5 (Arboricultural Method Statement and Tree Protection Plan) 6 (Construction Environmental Management Plan) 7 (Construction Method Statement and Plan) 9 (Sensitive Lighting Strategy)22 (Biodiversity Enhancement Layout) attached to UTT/21/2245/OP | Sparlings Farm, Chelmsford Road, Barnston, Essex, CM6 1LP - **Noted** |
| 15.00 | **Planning Applications Determined**  UTT/23/1983/HHF | First floor side extension, garage conversion with associated external alterations including provision of ground floor hipped roof and single storey side extension to create garage. | 47 Barnston Green – **Approved with Conditions**  UTT/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 Lane – **Withdrawn** |
| 16.00 | **General Correspondence to note - Nil** |
| 17.00 | **EALC – Various - Nil** |
| 18.00 | **Bus News**  The DigiGo £2 fare has been extended until December 2024. |
| 19.00 | **Any Other Business**  The Parish Council has made a donation of £100 to Clare Hospice in memory of Cllr Kirkham.  Carols in the Car park at the Mission will take place on Thursday 21st December at 7pm.  A water butt has been purchased and will be installed within the new garden at the village hall. **ACTION: PARISH CLERK** |

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| **November 2023** |  |
| A&J Lighting | £ 59.88 |
| UDC | £ 65.95 |
| A&J Lighting | £ 180.00 |
| Landvista Ltd | £ 1485.00 |
| James Todd & Co | £ 34.32 |
| Fay Jupp Salary | £ 393.00 |
| Barnston Village Hall | £ 14.25 |
| Barnston Village Hall | £ 120.00 |
| N Power | £ 212.84 |
| HSBC | £ 8.00 |
| St Clare’s Hospice | £ 100.00 |

The next meeting is scheduled for Monday 11th December 2023, 6.30pm at Barnston village hall.

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