**MINUTES OF BARNSTON PARISH COUNCIL**

**MONDAY 9th OCTOBER 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 J Clyne MVO | Mrs Fay Jupp (Clerk) |
| Cllr P Singleton |  | Cllr Martin |
| Cllr J Hills |  |  |

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| 1.00 | **Apologies for Absence**  Cllr T Loveday, Cllr S Barker, Cllr M Jaggard, Cllr B Regan  Cllr Burlend started the meeting by thanking and acknowledging the support which Cllr Kathy Kirkham has given to the Parish Council since July 2020. A Card of Condolence has been sent to Mr Kirkham and family on behalf of the Parish Council. |
| 2.00 | **Declaration of Interest**  Cllr Burlend signed the Declaration of Interest Book in relation to Planning Application UTT/23/1983/HHF – 47 Barnston Green, Barnston |
| 3.00 | **Public Forum** - Nil |
| 4.00 | **District & County Councillors Report**  Cllr Martin addressed item 5. |
| 5.00 | **Skyline Hotel**  Cllr Martin confirmed that the Uttlesford Housing Department are no longer using the hotel as one of their registered B and Bs. Uttlesford Housing department is unaware of what it is now being used for or who is living there. Previously, the hotel was occasionally used by other Local Authorities as temporary accommodation.  Cllr Martin urged the Parish Council to encourage nearby residents affected by any nuisance to inform the Police where a crime is suspected by contacting our community safety team on 01799 510510 or emailing [communityresponse@uttlesford.gov.uk](mailto:communityresponse@uttlesford.gov.uk).  Cllr Martin will be attending a meeting to discuss this matter further with Mr Peter Holt, Chief Executive Officer of UDC and Fiona Gardiner on Tuesday 10th October.  Cllr Jackaman suggested arranging a meeting for which members of the Parish Council could attend to progress this matter also. The clerk agreed to follow this up. **ACTION: PARISH CLERK** |
| 6.00 | **Road Safety**  Cllr Hills reported a recent road traffic incident on Buttles Hill which involved one car and a stag. The Council removed the stag.  Cllr Burlend reported damage to the road verge beside a new repair along High Easter Road, this has resulted in a 10 metre long wheel trap right beside the repair. The clerk reported this to Essex Highways and Cllr Barker, reference number 2873327. |
| 7.00 | **High Easter Rd**  Cllr Burlend reported a water leak situated High Easter Rd. This has since been repaired.  Cllr Burlend presented the results of the speed survey for High Easter Road. The area of focus was for the section quite close to the roundabout and was requested following a Highways panel meeting.  The survey shows the average speed over 7 days was 31.1mph, which indicates relatively good compliance with the existing speed limit. The survey was discussed and will be circulated to residents who have expressed concern. **ACTION: PARISH CLERK.**  The Parish Council concluded that the average speed data was reasonable, although being an average there were instances of much higher speeds being recorded. However it was noted that the volume and weight of the traffic was significant. The Highways Panel has concluded no further action was required.  A further discussion ensued regarding the volume of traffic along High Easter Rd. Cllr Hills suggested that the bedrock of road surfaces in general cannot withstand the increase of traffic volumes of today. Cllr Hills reiterated the deteriorating road surface along High Easter Rd and the need to repair this prior to the onset of the winter months.  Cllr Martin raised concerns with Sat Nav routes and the routing software which is available to road users. Device and software manufacturers should regularly review products to avoid overloading narrow roads and single-track lanes. |
| 8.00 | **Flooding & Drainage - Chelmsford Rd**  Cllr Barker is still waiting for a schedule of works and start date from Anglian Water for the repair along Chelmsford Rd.  Cllr Jackaman requested that this agenda item remains on forthcoming agendas until the issue is resolved.  Cllr Clyne reiterated the drainage issues on Chelmsford Rd and the urgency of resolving these prior to the winter months.  The Clerk agreed to contact Cllr Barker to request a winter timescale of works. **ACTION: PARISH CLERK**  **Note: This work has now been undertaken and early indications are that the problems associated with the blocked drains have been significantly reduced. The Parish Council will continue to monitor this.** |
| 9.00 | **Minutes of Previous Meeting**  Minutes of the previous meeting (11th September 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 Loveday requested that the Clerk submit reasons for the ‘Call in’ of the current planning application at Hayden’s Barn for his review. The Clerk has submitted these.  The ‘No airport parking’ sign for Berners End has been installed.  Wicksteed have undertaken repairs to the Sputnik play equipment following the inspection report.  The new piece of play equipment for the village hall park has been delivered from Kompan. The Clerk will consult with Cllr Jaggard regarding the installation. **ACTION: PARISH CLERK**  The hedge and pathway along Buttles Hill have been cut back and strimmed. Litter has also been collected and removed.  The Clerk wrote to Royal Mail Head Office regarding the lack of postal deliveries within Barnston over recent months. No response has been received.  The Clerk has contacted Cllr Martin and Cllr Regan regarding their contribution towards the Wet pour safety surface. The Clerk is awaiting the paperwork for completion. Cllr Martin confirmed that he will seek clarity on this during the meeting with Mr Peter Holt, Chief Executive Officer of UDC. |
| 11.00 | **Clerk’s Report**  Hedge cutting throughout the village has now commenced. The clerk has contacted the Village Hall Committee regarding the cutting of the hedge along the VH footpath. Cllr Singleton agreed to raise this at the next VH committee meeting in September.  The Clerk has emailed the VHC regarding the park rent, no invoice has been received from them.  The Precept instalment was received on 21st September for the sum of £14293.50.  The Clerk highlighted several overgrown hedges within the village. The Parish Council instructed the Clerk to write to these residents requesting them to prune back the overgrown vegetation. |
| 12.00 | **External Audit Report**  PKF have issued the External Auditor’s Report and Certificate 2022/23. The Council’s practices and documentation were assessed as part of the audit and certified to be in accordance with Relevant Legislation, Proper Practices and Regulatory requirements.  One point was drawn to the attention of the Parish Council by the External Auditor relating to publication of the ‘Period for the exercise of Public Rights notice to the website. The Clerk will ensure that this is addressed in preparation for the forthcoming AGAR.  One point was raised regarding the publication of information to the parish council website. The external auditor concluded that the Parish Council has taken action to address this area of weakness.  The External Auditor’s Report and Certificate 2022/23 (AGAR Section 3) is now on display on the notice boards and website.  The Notice of Conclusion of Audit 2023 is now on display on the notice boards and website. |
| 13.00 | **Financial Position – Statement of bank account as of 30th September 2023**  The financial position as of 30th September was £ 16,520.22 in the current account. |
| 14.00 | **Planning Applications**  UTT/23/2374/HHF | Removal of modern additions and erection of two storey rear extension, 1.5 storey front extension and single storey side extensions. Demolition of shed and erection of 3 bay cart lodge with driveway alterations | Parsonage Farm, Parsonage Lane - Noted  UTT/23/2218/FUL | Extension and conversion of barn to residential use - 1 no. new dwelling. | Barn To The South Of Lanham Barn, Onslow Green - Noted  UTT/23/2219/LB | Extension and conversion of barn to residential use - 1 no. new dwelling. | Barn To The South Of Lanham Barn, Onslow Green – Noted  Revised Planning Application – UTT/23/1983/HHF – 47 Barnston Green, Barnston - Noted |
| 15.00 | **Planning Applications Determined - Nil** |
| 16.00 | **General Correspondence to note.**  The Recycling Centre Bookings Consultation will open for a 6-week period, from 9th October to 19th November 2023. Essex County Council would like to know what Essex residents think of the proposal to keep the booking process in place. |
| 17.00 | **EALC – Various** |
| 18.00 | **Bus News**  Cllr Tuttlebury reported that the £2 fare has been extended to 2024.  The Digi Go service - All single fares are now capped at £2 and this has also been extended until 2024. |
| 19.00 | **Any Other Business**  The Clerk provided information on the upcoming Autumn Transport meeting to be held via Zoom on Thursday 2nd November at 10am.  The Parish Council meeting on Monday 11 December will commence at 6.45pm. |

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| **October 2023** |  |
| Wicksteed | £ 553.16 |
| A&J Lighting | £ 59.88 |
| UDC | £ 65.95 |
| A&J Lighting | £ 514.80 |
| Landvista Ltd | £ 1485.00 |
| James Todd & Co | £ 34.32 |
| Fay Jupp Salary | £ 518.00 |
| Barnston Village Hall | £ 14.25 |
| N Power | £ 181.11 |
| M W East Anglia | £ 10.00 |
| HSBC | £ 8.00 |

The next meeting is scheduled for Monday 13th November 2023, 7pm at Barnston village hall.

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