

**Draft Minutes of Birchanger Parish Council meeting  
held on Tuesday 2<sup>nd</sup> April 2019 at 8.00 pm.  
in Birchanger Village Hall**

**Present:** Angie Driscoll (AD) – Chair  
Maria Davy (MD)  
George Taylor (GT)  
Peter Sampson (PS)  
John Revell (JR)  
Linda Pocklington (LP)  
Ken Wheatley (KW)

Ray Gooding (RG)– County Councillor

2 members of the public  
Keith Williams (Parish Clerk)

**578. Chairman’s Welcome**

The Chairman welcomed all those present.

**579. Apologies for Absence**

Elizabeth Godwin (EG)

**580. Declarations of Interest**

MD declared an interest in item **10 Planning**. Spouse prepared original plans.

**581. Public participation session with respect to items on the agenda and other matters that are of mutual interest.**

A member of the public remarked on the absence of satisfactory broadband reception in certain parts of Birchwood. He has undertaken to pursue this as a Broadband Champion Volunteer on behalf of residents.

**582. Minutes of the last meeting**

The minutes of the last meeting held on Tuesday 5<sup>th</sup> March 2019 (previously circulated) were agreed as a true and accurate record, and duly signed by the Chairman.

**583. Highways Devolution Pilot**

The report from the parish clerk was noted. It was decided to defer any involvement in the scheme until a later date.

**584. Adoption of new Standing Orders**

Subject to corrections to some reference numbering, the Standing Orders were adopted.

## 585. Recreation Ground/Allotments/Glebeland

### 1. Recreation Ground (report from LP)

A quotation for the repairs had been obtained by GT from Play Maintain, which had been circulated to councillors. If all the work is undertaken as one project the cost would be £6800.61 plus VAT. If the individual repairs are undertaken as separate projects the total cost would be £10653.16 plus VAT.

LP has obtained a quotation for just replacement of the slide steps, which she considers an urgent repair, from R&N Engineering of £150 plus VAT. GT has asked Play Maintain to quote without repairs to the slide steps and will advise the revised quotation when received.

The council has decided to proceed with the quotation from R&N Engineering and the parish clerk is to advise the company accordingly.

### 2. Allotments

LP has given details of the proposed allotments update to Peter Wilton for consideration. She has contacted Dave Debnam (DD) who is willing to undertake the clearance work. DD needs to be shown what is involved. Peter Wilton is still discussing matters with the allotment holders, following which he will have further discussions with the parish council.

### 3. Amendment to rules

The new allotment rules were adopted, with the parish council agreeing to hold deposits on behalf of the Allotment Association. KW was under the impression that allotment rules would be amended by the Allotment Association who would in turn advise the parish council. This will be clarified with Peter Wilton.

## 586. Finance

### a. Account Balances (already circulated) – noted.

### b. Invoices and payments

The following payments were accepted and authorised to be made.

### 1. Account Balances b/f at 28<sup>th</sup> February 2019

HSBC Community account	£55915.13
Allotment income	<u>67.50</u>
	£55982.63

### 2. Payments due for March 2019

A&J Lighting	SO	£45.90 (monthly charge)
e-on	DD	£81.74 (electricity for February 2019)
Birchanger Church Hall	Chq 100681	£10.00 (hire of hall)

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TBS Hygeine Ltd	Chq 100682	£97.20 (dog bin emptying)
Clerks salary	Chq 100683	£395.85 (salary for March 2019)
Office rental	Chq 100684	£20.00 (office rental for March 2019)
HMRC (Keith Williams)	Chq 100685	£98.80 (paye month 12)
Keith Williams	Chq 100686	£88.44 (postage and stationary)
EALC	Chq 100687	£269.01 (affiliation fee)
<u>Total payments for March 2019</u>		<u>£1106.94</u>

**3. Account Balance c/f 31<sup>st</sup> March 2019**

HSBC Community account 51624067                      £54875.69

**587. Planning**

**UTT/18/2742/HHF – 307 Birchanger Lane**

No further comments.

**588. Public Safety Report**

The report from PS having been circulated, there was nothing further to report.

**589. Reports from County and District Councillors**

RG does not feel that the 7/7A service is likely to be discontinued although he recognises the concern amongst people who use the service outside school times that they are receiving an inferior service. This is why he has been promoting other transport options as an alternative to the bus service. Concessionary fares have not yet been agreed with the Community Bus Service (CBS) although they are accepted in other areas. RG will continue to pursue this with CBS.

**590. Employment**

MD advised that the parish clerk's appraisal was satisfactory and the Employment Sub-Committee considered that all 2018 objectives had been met. The clerk's SCP will be increased by 1 point to a total of 16 under the revised scale range. This is effective from 1<sup>st</sup> April

**591. Closure of meeting**

There being no further matters to discuss the Chairman declared the meeting closed at 21.10.