

**Draft Minutes of Birchanger Parish Council meeting  
held on Tuesday 3<sup>rd</sup> March 2020 at 7.30 pm.  
in Birchanger Village Hall**

**Present:** Angie Driscoll (AD) – Chair  
Peter Sampson (PS)  
Linda Pocklington (LP)  
George Taylor (GT)  
Geof Driscoll (GD)

Melvin Caton (MC) – District Councillor  
Keith Williams (Parish Clerk)

**702. Chairman’s Welcome**

The Chairman welcomed all those present.

**703. Apologies for Absence**

Elizabeth Godwin (EG)

**704. Declarations of Interest**

None

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

A resident, who was unable to attend the meeting, had submitted comments on the condition of the lane and the number of potholes. This was dealt with under item 9 (minute 710) of the agenda.

**706. Minutes of the last meeting**

The minutes of the last meeting held on Tuesday 4<sup>th</sup> February 2020 (previously circulated) were agreed as a true and accurate record, and duly signed by the Chairman.

**707. Recreation Ground/Allotments/Glebeland**

**1. Recreation Ground**

The report from LP, which had already been circulated, advised that the rotting planks had been removed from the roundabout and replaced with new planks. Other factors remain the same.

GT has asked John Revell to have a look at the climbing frame and other wooden structures. He has contacted HAGS and requested quotations for repairing the swings and zip wire. HAGS have indicated the following costs;

Swings: £420  
Zip Wire: £300

If they carry out both repairs the labour charge would be reduced and therefore the total cost. HAGS will visit the Recreation Ground to assess and quote for repairing other equipment.

**[2020/160]**

## Allotments

The report from LP had already been circulated, which advised that the oak tree branches have been cut back and removed from the site.

PS confirmed that an advertisement was in the village magazine advising the availability of vacant plots.

### 2. Additional dog bin outside recreation ground.

The clerk is awaiting confirmation from the authority that the bin may be installed. The clerk had earlier advised LP that, assuming that the same model as the existing bins is required, current pricing is;

Glasdon 35 dog waste bin      £204.69 + VAT

Extended base post fixing kit      £70.29 + VAT.

## 708. Finance

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

### b. Invoices and payments

#### 1. Account Balances b/f at 31<sup>st</sup> January 2020

Unity Trust Bank	58981.37
Allotment receipts (January 2020)	<u>375.00</u>
<b>Balance at 31/01/2020</b>	<b>59356.37</b>

#### 2. Payments due for February 2020

A&J Lighting	SO	45.90 (monthly maintenance charge)
SSE	Chq 300011	10.00 (Membership renewal)
Birchanger Primary School	Chq 300010	1500.00 (Donation)
TBS Hygiene	Chq 300014	108.00 (dog bin emptying)
e-on	DD	90.50 (electricity for January 2020)
ICO	DD	35.00 (Data protection fee)
Payroo (Keith Williams)	Chq 300015	6.00 (payroll expenses)
ALCC	Chq 300013	109.00 (Membership renewal)
Birchanger Church Hall	Chq 300016	5.00 (hire of hall)
Keith Williams	Chq 300017	421.30 (salary for February 2020)
Keith Williams	Chq 300018	20.00 (office rent February 2020)
HMRC (Keith Williams)	Chq 300019	105.20 (PAYE for February 2020)
Birchanger Sports & Social	Chq 300020	500.00 (VE Day donation)
<b>Total payments for February 2020</b>		<b><u>2955.90</u></b>

#### 3. Account Balance c/f 29<sup>th</sup> February 2020

Unity Trust Bank a/c no 20419053	56400.47
Allotment receipts (February 2020)	<u>187.50</u>
<b>Balance at 29/02/2020</b>	<b>56587.97</b>

Note 1: The payments to HMRC and Payroo were made by the parish clerk and are being reimbursed.

**709. Planning**

There were no planning applications to be considered.

**710. Potholes**

The letter from the resident wondered why there appeared to be remedial work scheduled for the Duck End area of the village but not for the other end of the village. AD did point out that the Parish Council had notified Highways of the condition of the Lane several months ago but to date with no satisfactory response.

GD, in his capacity as District Councillor, will be attending a meeting with Essex Highways on Thursday 5<sup>th</sup> March at which he will raise the subject of potholes in Birchanger Lane.

AD had looked at the website for details of the proposed remedial work and confirmed that this is to be only at the Duck End area, although no specific jobs were noted.

In February 2017, 59 road defects had been reported. By 2020 this had increased to 104.

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

**Report from MC.**

- MC was pleased to advise that he and Ayab Khan will both be contributing a donation for the Birchanger Art Festival from their New Homes Grants.
- It has not yet been decided if the Local Plan is to be amended or re-written.
- A date in June [subsequently proposed to be 3rd June] had been scheduled to hear the Traveller's Enforcement appeal.
- UDC had set a budget which would see resident's community charge increase by £5.
- UDC has voted itself permission to raise up to £300 million to invest in commercial property to generate income.
- A working group has been set up to look into the problem of airport parking in local villages. He and GD are members of the group. Various schemes are being considered including residents parking permits, and double-yellow lines as a means to deter airport parkers, but the latter requires agreement of at least 75% of residents.

**712. Closure of meeting**

There being no further matters to discuss the Chairman declared the meeting closed at 20.20.

**[2020/162]**