

**Minutes of Birchanger Parish Council meeting
held on Tuesday 4th February 2020 at 7.30 pm.
in Birchanger Village Hall**

Present: Angie Driscoll (AD) – Chair
Peter Sampson (PS)
John Revell (JR)
Linda Pocklington (LP)
Elizabeth Godwin (EG)
George Taylor (GT)

Ayab Khan (AK) – District Councillor
Ray Gooding (RG) – County Councillor
Keith Williams (Parish Clerk)

688. Chairman’s Welcome

The Chairman welcomed all those present.

689. Apologies for Absence

Geof Driscoll

690. Declarations of Interest

None

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

None.

692. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 3rd December 2019 (previously circulated) were agreed as a true and accurate record, and duly signed by the Chairman.

693. Report from Community Special Constable

- There had been 8 offences in the village. [Note: It was agreed that offences at Birchanger Services, whilst technically within the village, are not included for the purposes of the report].
- Some warnings had been issued to speeding cars. The majority of those stopped were local residents. No summonses had been issued at this time as his speed gun required recalibration.
- There have been several break-ins at the hotel.

694. Recreation Ground/Allotments/Glebeland

Recreation Ground

The report from LP had already been circulated.
GT said priority should be given to repair of the roundabout and the cradle swing.

JR advised that it would cost £385 to replace the five wooden slats on the roundabout. The Parish Council agreed that JR should proceed with this repair. He estimated that it would cost approximately £240 to paint the roundabout which he will confirm with a quotation. He will also look at the climbing frame.

GT had received responses from three companies who could carry out the other equipment repairs. He will arrange site visits prior to their providing estimates. HAGS would be contacted to inspect the zipwire.

Allotments

The report from LP had already been circulated.

LP met with Ace of Spades (AOS) and discussed trimming the brambles and reinstating the fence and posts. The Parish Clerk is to ask AOS to quote for the work which is to include actual removal of the bramble roots.

Additional dog bin

It was agreed that an additional dog bin should be sited on the grass verge outside the gate to the Recreation Ground. The Parish Clerk is to contact Highways for permission for installation of the dog bin. The costing will be presented at the next meeting.

Allotment rules

A polytunnel has been erected on one of the allotments. The Parish Council has agreed that 10.9 of the Allotment Rules should be amended to include "erection of any other structures, including polytunnels higher than 600mm, must be approved by the Parish Council".

695. Finance

- a. Account Balances (already circulated) – noted.
- b. Invoices and payments

1. Account Balances b/f at 31st December 2019

HSBC Community account	59819.89
Unity Trust Bank	<u>500.00</u>
	60319.89

2. Payments due for January 2020

A&J Lighting	SO	45.90 (monthly maintenance charge)
e-on	DD	90.50 (electricity for December 2019)
HSBC Community account		59683.49

Transfer balance to Unity Trust Bank

TBS Hygiene	Chq 300001	86.40 (dog bin emptying)
Birchanger Church Hall	Chq 300002	10.00 (hire of hall)
Payroo (Keith Williams)	Chq 300003	6.00 (payroll expenses)
Affinity for Business	Chq 300004	163.23 (water rates)
Keith Williams	Chq 300005	421.10 (salary for January 2020)
HMRC (Keith Williams)	Chq 300006	105.40 (PAYE for January 2020)
Debbie Crouch	Chq 300007	200.00 (cleaning Nov19-Jan20)
Keith Williams	Chq 300008	20.00 (office rent for January 2020)
Peter Sampson	Chq 300009	189.99 (body camera for Speedwatch)

<u>Total payments for January 2020</u>	<u>1338.52</u>
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3. Account Balance c/f 31st January 2020

Unity Trust Bank a/c no 20419053 58981.37

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

Note 2: The bank account has been transferred to Unity Bank in order to allow future on-line payments.

c. Unity Bank update

The Parish Clerk advised that the new Unity Trust Bank was in operation and that the balance of funds had been transferred from HSBC to Unity Trust. There is one more form to submit, to register signatories for online banking. Once completed the Council can then proceed to make payments online, where applicable.

696. Grant request from Birchanger Primary School

GT on behalf of the Grants Committee recommended a donation of £1500 be given to the school. On a proposal from JR, seconded by PS, this was agreed.

697. Planning

There were no planning applications to be considered.

698. Community Speed Watch

Two drivers had been caught speeding and reported.

699. Report on Airport Planning Application and SSE

GD had circulated a report to councillors.

700. Reports from County and District Councillors

Report from AK.

- The Local Plan is considered by inspectors to be unsound and has been referred back. If the plan is withdrawn this could result in more development. If amended, this could provide some protection.
- The Neighbourhood Plan will have to suggest sites for development.
- It is expected that a decision will be made in March as to whether the Local Plan will be withdrawn or amended.
- The budget is to be put to the council for agreement by the end of February.

Report from RG.

- It would be best to keep developments to a limited number of sites rather than being spread over several villages. ECC is against speculative development.
- Re the J8 works, contractors are on the point of being appointed.
- The power supply to some of the lights at the junction is failing. This is the responsibility of Highways England.

701. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 21.01.