

Draft Minutes of Birchanger Parish Council meeting
held on Tuesday 3rd June 2025 at 7.30 pm.
In Birchanger Village Hall

Present:

Angie Driscoll (AD) - Chair
Peter Sampson (PS)
Keith Edgeworth (KE)
Linda Pocklington (LP)
George Taylor (GT)
Sally Taylor (ST)
Geof Driscoll (GD)

1 member of the public
Cllr Ray Gooding (RG)
Keith Williams (KW) – Parish Clerk

1368. Chairman's Welcome

The Chairman welcomed all those present.

1369. Apologies for Absence

None

1370. Declarations of Interest

GD as District Councillor for another ward.

1371. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

1372. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 6th May 2025 had been previously circulated. They were agreed as a true and accurate record and were duly signed by the Chair.

1373. Planning

- 1. UTT/25/1310/HHF – 6 Bradley Common, Birchanger**
Proposed part garage conversion with new roof.

No objection

- 2. UTT/24/1282/FUL-Land North of Birchanger Lane**

Planning consent has been given for six more pitches.

- 3. UTT/24/0642/FUL-Land South of Birchanger Lane - Appeal**

The Parish Council is currently compiling a response.

1374. Price increase by TBS Hygiene

The price increase has been noted. However, it appears that TBS has missed some collections in the past two weeks. It was agreed to pay the current invoice but a credit should be requested for the missed collections.

1375. Village Green

The Parish Council's solicitors have received a response from Mrs Dobb's solicitors. AD will discuss with the PC's solicitors what further action to take.

1376. Finance

- a. **Account Balances (already circulated).**
Noted
- b. **Invoices and payments for approval.**
Approved

**BIRCHANGER PARISH COUNCIL
FINANCE AND PAYMENTS SCHEDULE FOR MAY 2025**

1. Account Balances b/f 30th April 2025

Unity Trust Bank	30773.11
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2. Payments due for May 2025

A&J Lighting	SO	45.90 (lighting maintenance)
Ace of Spades	Online	249.60 (grass cutting April 2025)
George Taylor	Already paid	14.08 (recreation ground expenses)
Gallagher	Already paid	2043.79 (insurance renewal)
Payroo	Online	6.00 (payroll expenses for April)
TBS Hygiene	Online	228.00 (dog bin emptying May)
George Taylor	Online	8.58 (marking tape)
Jay Leavers	Online	360.00 (allotment work)
Keith Williams	Online	540.13 (salary for May 2025)
HMRC (Keith Williams)	Online	135.00 (PAYE for May 2025)
Keith Williams	Online	20.00 (office rent for May 2025)
Unity Trust Bank	DD	6.00 (service charge)

Total payments for May 2025	<u>3657.08</u>
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Account Balance @ 31/05/2025	<u>27116.03</u>
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Notes: The payment to HMRC was made by the parish clerk and is being reimbursed.

1377. Annual Governance Return

The Clerk reported that the papers for the annual return had been prepared and all that was awaited was the internal auditor's report. The internal auditor has been advised. The Clerk is awaiting a date for the audit to be carried out.

1378. Allotments/Recreation Ground

Recreation Ground

GT will be re-submitting the grant application to MAG. He is also looking into possible grants from Essex County Council, Playground Support and HAGS.

GT has obtained most of the replacement wood for the roundabout. He still needs to source some suitable bolts, paint for metal fittings and decking protection. A budget of £400 was agreed for these purchases.

Councillors would like to put on record theirs thanks to GT for all the work he has done on the roundabout.

It was noted that the waste bins have not been emptied. [See minute 1374].

Allotments

Two applicants have applied for plots. Their payments are awaited.

1379. Reports from County and District Councillors

Cllr Ray Gooding (RG).

- Some of the outstanding work has now been carried out in Birchwood.
- He has put in a request for a traffic count.
- He had hoped that the “No U Turn” sign at the junction of the A120 (westerly direction) and Birchanger Lane would have been bigger.
- ECC has made some progress in clearing the special needs backlog.

1380. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 20.04 .

[2025/323]