

**Minutes of Birchanger Parish Council meeting  
held on Tuesday 7<sup>th</sup> March 2023 at 7.30 pm.  
In Birchanger Village Hall**

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

Keith Williams (KW) – Parish Clerk  
District Councillor Melvin Caton (MC)  
County Councillor Ray Gooding (RG)

**1049. Chairman’s Welcome**

The Chairman welcomed all those present.

**1050. Apologies for Absence**

John Revell (JR)

**1051. Declarations of Interest**

None.

**1052. Public participation session with respect to items on the agenda and other matters that are of mutual interest.**

None.

**1053. Minutes of the last meeting**

The minutes of the last meeting held on Tuesday 7<sup>th</sup> February 2023 had been previously circulated. An amendment was made to item 1046 to “Clearing of *Allotments*”, duly initialled by the Chairman. The minutes were then agreed as a true and accurate record and were duly signed by the Chair.

**1054. Address from PCSO Keeley Twitchet**

Keeley introduced herself as the new PCSO who will be covering a large area, including Birchanger. It is her intention to visit the village one or twice a week, both in the day-time and night-time. The parish council took the opportunity of mentioning to her some of the issues which are causing concern to residents.

**1055. Planning**

**UTT/23/0324/HHF-217 Birchanger Lane**

Erection of timber pre-fabricated single storey annexe.

The following is the response from the Parish Council to this application.

Birchanger Parish Council has no objection to the application. However, the applicant has stated he would be happy to agree to an appropriate condition restricting the use of the annexe to only ancillary, ie The proposed building hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling.

**[2023/245]**

Or to a section 106 to ensure the annexe is never separated off.  
The Parish Council agrees that if the application is approved the inclusion of such a condition would be appropriate.

**1056. Traveller's encampment update**

The hearing will not now be heard on 8<sup>th</sup> March as the report is still outstanding. UDC have given a further three months for the travellers to provide one outstanding report. AD has written to UDC Chief Executive and Planning Officers to express the Parish Council's disappointment and concern at this decision.

**1057. 20's Plenty for Us**

PS had earlier circulated a report. He advised that there were now more than 70 parish councils supporting the project. He has written to Lee Scott at ECC to confirm Birchanger's support.

**1058. A120/M11 roadworks**

The extra signage has now been installed.

**1059. Finance**

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

**BIRCHANGER PARISH COUNCIL  
FINANCE AND PAYMENTS SCHEDULE FOR FEBRUARY 2023**

<b>1.</b>	<b>Account Balances b/f 31<sup>st</sup> January 2023</b>		
	Unity Trust Bank		23635.96
<b>2.</b>	<b>Payments due for February 2023</b>		
	A&J Lighting	SO	45.90 (monthly maintenance)
	Ace of Spades	On line	249.60 (grass cutting January 2023)
	Npower	DD	100.67 (electricity for January 2023)
	Payroo	On line	6.00 (payroll expenses)
	ICO	DD	35.00 (renewal)
	Ken Wheatley (already paid)	On line	202.35 (computer work)
	SAW	On line	10.00 (renewal of membership)
	Play Inspection Co	Online	87.54 (recreation ground inspection)
	TBS Hygiene	On line	129.60 (dog bin emptying)
	Keith Williams	On line	483.70 (salary for February 2023)
	HMRC (Keith Williams)	On line	120.80 (PAYE for February 2023)
	Keith Williams	On line	20.00 (office rent February 2023)
	<u>Total payments for February 2023</u>		<u>1491.16</u>
<b>3.</b>	<b>Account Balance c/f 28/02/2023</b>		<b>22144.80</b>
	<b>Refund of duplicate payment</b>		<b>47.35</b>
	<b>Allotment fees</b>		<b>67.50</b>
	<b>Balance at 28/02/2023</b>		<b>22259.65</b>

Note 1: The payment to HMRC was made by the parish clerk and is being reimbursed.  
[2023/246]

**1060. Allotments/Recreation Ground**

**a. Annual Inspection by Play Maintain**

The report has been received from Play Maintain. Most of the comments are low risk but cosmetically some of the wooden structures need some renovation, for example the picnic tables. GT will get quotes for replacements. The climbing frames are considered moderate risk. GT will look into non-wooden replacements. He suggested approaching HAGS for quotations. This was agreed.

**b. Allotment rules**

LP would like the rules to be reviewed annually.

**1061. Assets of Community Value (ACV)**

It was agreed not to proceed with the ACV application for the Village Hall, but to continue with the application for the Glebeland. The Parish Clerk has prepared a draft application which has been distributed to councillors with a request for comments.

**1062. Annual Parish Meeting Wednesday 22<sup>nd</sup> March 2023**

This date has been confirmed.

**1063. Reports from County and District Councillors**

**District Councillor Melvin Caton**

- There has been a budget debate at UDC. There is to be a £5 increase in Band D Council Tax. The additional income will be used for a cost of living fund.
- The Local Plan Leadership Group has delayed the draft report. This is now likely to be produced at the end of October.

**County Councillor Ray Gooding**

The safety review package has been presented to the relevant officers.

**1064. Closure of meeting**

There being no further matters to discuss the Chairman declared the meeting closed at 20.47 .

**[2023/247]**