

**Minutes of Birchanger Parish Council meeting
held on Tuesday 7th May 2024 at 7.30 pm.
In Birchanger Village Hall**

Present: Angie Driscoll (AD) – Chair
Sally Taylor (ST)
Linda Pocklington (LP)
Peter Sampson (PS)
George Taylor (GT)
Keith Edgeworth (KE)

0 members of the public
Keith Williams (KW) – Parish Clerk
District and County Cllr Ray Gooding (RG)

1214. Chairman’s Welcome

The Chairman welcomed all those present.

1215. Apologies for Absence

Geof Driscoll (GD)

1216. Declarations of Interest

Parish Clerk as co-resident of property in planning application item 6.
AD regarding planning application item 6.

1217. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

1218. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 9th April 2024 had been previously circulated. The minutes were agreed as a true and accurate record and were duly signed by the Chair.

1219. Planning

UTT/24/1068/HHF - 317 Birchanger Lane
Storey and half rear extension.

No objections.

1220. Annual Governance Return Parish Council

The Parish Council noted the figures declared in the Certificate of Exemption and Section 2-Accounting Statements 2023/2024. The Council was satisfied that all requirements of Section 1-Annual Governance Statement 2023/2024 had been met and authorised the clerk to tick the “Yes” boxes for nos 1-8. No 9. is N/A. The clerk will now submit the Certificate of Exemption to the external auditors, declaring that both income and expenditure are less than £25000. The clerk will also publish on the website the Confirmation for Dates for Public Rights.

[2024/284]

1221. Renewal of Parish Council insurance policy

The Council confirmed renewal of the existing policy. The clerk will advise the insurers and set up payment of the premium.

1222. A120/M11 roadworks

The final stage of works has now been reached and it is expected that completion will be by the end of May.

1223. Finance

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

**BIRCHANGER PARISH COUNCIL
FINANCE AND PAYMENTS SCHEDULE FOR APRIL 2024**

1. Account Balances b/f 31st March 2024

Unity Trust Bank	17411.19
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2. Payments due for April 2024

A&J Lighting	SO	45.90 (lighting maintenance)
Ace of Spades	Already paid	249.60 (grass cutting for March 2024)
EALC	Already paid	287.23 (affiliation fees)
Npower	DD	214.32 (electricity for March 2024)
Payroo	Already paid	6.00 (payroll expenses March 2024)
TBS Hygiene	Online	142.56 (dog bin emptying)
Peter Sampson	Online	29.99 (pigeon spikes)
Peter Sampson	Online	9.99 (nylon cable)
Keith Williams	Online	518.43 (salary for April 2024)
HMRC (Keith Williams)	Online	129.40 (PAYE for April 2024)
Keith Williams	Online	20.00 (office rent for April 2024)
EALC (duplicate payment)	Already paid	287.23 (to be refunded)

<u>Total payments for April 2024</u>	<u>1940.65</u>
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Allotment rent	0.00
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Precept	13113.50
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Account Balance 30/04/2024	16581.14
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Notes: The payment to HMRC was made by the parish clerk and is being reimbursed.

1224. Considerations prior to renewal of Council insurance policy

This was deal with under item 8 of the agenda. See minute 1221 above.

1225. Allotments/Recreation Ground

Allotments

- It is hoped that SISK will commence work this week.
- The oak trees have not yet been cut back.
- A plot holder has asked if they may create a wildlife pond on their plot. KE suggested that the other plot holders be canvassed for their views. LP will contact Laura.

Recreation Ground

GT provided a report on potential replacement play equipment. He is currently awaiting a brochure from HAGS. It was agreed that the Council would fund purchase of the equipment from reserves. Cllr Gooding will investigate the availability of any grants.

1226. Reports from County and District Councillors

County Councillor Ray Gooding

- There are proposals to increase efficiency of council housing.
- A new railway station has been built north of Chelmsford.
- SISK have been having software problems with the traffic lights on the new junction.

1227. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 20.15.

[2024/286]