

BIRDBROOK PARISH COUNCIL
MINUTES OF THE MEETING HELD ON
WEDNESDAY 14 SEPTEMBER 2016

PRESENT: Mr T R Walker (Chairman)
Mr P Smart
Mr A Cook
Mr D Simpson
Mr M Gilbert

CLERK: Mrs D Hilliard

16/70 APOLOGIES FOR ABSENCE

Mr S Rhenius

16/71 OTHER ABSENCES

Cllr David Finch.

The resignation of District Councillor Robert Bolton was noted. The by-election has been set for 20 October 2016.

16/72 CONFIRMATION OF MINUTES

Subject to the following changes, the minutes of the meeting held on Thursday 30 June 2016 were agreed as a correct record and signed:-

- Under list of those present Mr Simpson's name should be removed.
- Minute no 16/65 Councillor responsible for superfast broadband should be Mr S Rhenius.
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16/73 DECLARATIONS OF INTEREST

None.

16/74 COMMUNICATIONS AND REPORT OF THE CLERK

Resignation of District Councillor Bolton – noted above.

Network Group meeting – The Clerk will follow up with Helions Bumpstead PC if they are arranging the next meeting. Richard Walker suggested a name for the Group “Bumpstead Ward Parishes Group”.

Staging Date Pension Regulator – The Clerk advised the Parish Council of the need to issue a letter offering employees the opportunity to sign up for a pension and also to do a Certificate of Compliance by 16 October 2016. The Clerk will deal with this.

16/75 DOCUMENTS ON DEPOSIT

EALC AGM – noted

Essex Air Ambulance – noted

Clerks and Councils Direct magazine – noted

RCCE Oyster – noted

16/76 MEMBERS' REPORTS

(a) *Pond* – The Clerk will supply 4 bales of barley straw to put in the pond. Date agreed for this is Wednesday 21 September. Martin and Richard will arrange

to meet Mr Rook to discuss responsibility for the pond as no paperwork has been found.

(b) *Parks* – Nothing to report.

Mr Cooper arrived at the meeting.

(c) *Chairman's Report* – All matters have been covered elsewhere on the agenda. Nothing to report.

(d) *Highways* – Martin has again reported the pothole in Daw Street and had seen Highways Agency work team filling in nearby holes but they would not deal with the hole in Daw Street. There are further potholes on the Whitely Bridge Road.

It was noted with some frustration that no further response had been received from either Highways or Cllr Finch regarding the letter sent dated 11 July other than two acknowledgements dated 18 and 21 July. The Clerk will telephone Ann Cocklin, Cllr Finch's Cabinet Support Officer, to express the Parish Council's dissatisfaction with the situation.

16/77 PLANNING

Application No: 16/01537 Cut Maple – No comment.

Application No: 16/01113/FUL – Craig Meadow, Sturmer – Discussion took place on the latest application refusal. The Parish Council will wait and see if a further application is made.

16/78 PROPOSED REFURBISHMENT OF BENCHES AND NOTICEBOARD MAINTENANCE ARRANGEMENTS (ITEMS 9 & 10 OF THE AGENDA)

Discussion took place on whether we should contract a handyman to use for all this work one or two days per month. Richard and Peter will conduct a survey of the area and report back to the next meeting exactly what is to be included. The draft letters to Mr J Bolton and Mr Ambrose can be sent as adjusted. Kevin Shears will also be asked to quote for the next 3 or 4 years for grass cutting.

It was noted that the hedge around the playing field is overgrown and in need of trimming. This will be brought to the attention of the Community House Trustees.

16/79 EMERGENCY PLAN

The plan is now agreed and can be sent to Braintree District Council.

16/80 CIF APPLICATION

Alan Cook reported that he had submitted the Expression of Interest form to Angela Balcombe, the CIF co-ordinator. The application has been accepted and now a full application needs to be submitted by 30 September 2016. Alan will put together the final application and contact ECC Highways for permission to site the sign on the green.

16/81 ALLOCATION OF ROLES

Agreed as follows:-

Martin Gilbert - Pond and Tree Co-ordinator

Alan Cook – Telephone Box and Pump
Peter Smart - Highways and footpaths
Richard Walker – Highways
Steve Rhenius – Superfast Broadband

16/82 FINANCE

Financial Report – Noted and agreed

Annual accounts for 2015/16 – Received back from the Auditor with one minor advisory. It will now be displayed on the website.

16/83 EXCLUSION OF THE PUBLIC AND THE PRESS

Not required.

16/84 CONFIDENTIAL ITEMS

None.

16/85 TIME, DAY AND DATE OF NEXT MEETING

The next meeting will take place on Thursday 3 November 2016 at 7.30pm in the Community House, Birdbrook

There being no further business to discuss the meeting closed at approximately 9.30pm.

Signed: Dated: