

BIRDBROOK PARISH COUNCIL
MINUTES OF THE MEETING HELD ON
THURSDAY 3 NOVEMBER 2016

PRESENT: Mr T R Walker (Chairman)
Mr S Rhenius
Mr P Smart
Mr A Cook
Mr M Gilbert

CLERK: Mrs D Hilliard

16/91 APOLOGIES FOR ABSENCE

Mr D Cooper
The newly appoint Braintree District Councillor.

16/92 OTHER ABSENCES

Cllr David Finch.

16/93 CONFIRMATION OF MINUTES

The minutes of the meeting held on 14 September 2016 were agreed as a correct record and signed. Proposed by Peter Smart and seconded by Steve Rhenius. All in favour.

The minutes of the Extra-ordinary meeting held on 10 October were agreed, as adjusted, and signed. Proposed by Steve Rhenius and seconded by Peter Smart. All in favour.

16/94 DECLARATIONS OF INTEREST

None.

16/95 COMMUNICATIONS AND REPORT OF THE CLERK

Rural Services Survey – Filled in and ready to return

Missing Streetlight – Debbie updated those present that she had spoken to a UK Power engineer about the missing light and was advised that normally these would be taken by the District Council. She will contact the District Council.

Pensions Regulator – Debbie advised she had completed a Declaration of Compliance.

16/96 DOCUMENTS ON DEPOSIT

Request for Electoral Role – Sign and return

Bus and Train timetables – Noted

Clerks and Councils' Direct – Noted

EEC Highways Traffic Notice - Noted

16/97 MEMBERS' REPORTS

(a) *Pond* – Martin reported that the bales of barley straw need to be broken up before they will be effective. He will do this.

(b) *Parks* – Richard reported that at the Community House Trustees’ meeting it was noted that someone had been cutting an area of grass on the play area in addition to the normal grass cutting arrangement. A parishioner had been cutting the area for a grandchild’s birthday party. The hedge around the playing field is Parish Council responsibility to maintain and requires trimming. Peter will ask Leigh Carter, a local gardener, if he would carry this out. The play equipment inspection will soon be due. Debbie will book this with Fenland Leisure.

(c) *Chairman’s Report* – With recent events it as agreed that the Code of Conduct for Parish Councillors should be put on the January agenda.

Remembrance Day – Richard has been asked by the Rev Liz Paxton to lead the service. The Parish Council will therefore need a wreath carrier for the service. Alan and Peter are going to attend.

Network meeting – The new Network Group meeting is taking place on 9 November, Richard and Martin will be attending.

(d) *Highways* – A reply regarding the A1017 speeding issues had been received from Cllr Finch dated 19 October and was discussed. The letter will be published in Birdbrook News. The Parish Council expressed its dissatisfaction at the situation. The item will be added to the Network Group agenda on 9 November. It was also suggested that a public meeting be called.

16/98 PLANNING

Debbie explained that she had been in contact with the EALC for advice in the light of recent planning applications. She reported that she had been advised that any planning applications received whose deadline for responses fell outside of the regular meeting dates, should be considered at an extra-ordinary meeting. Some members felt this would be difficult to achieve and it was agreed that for any applications received on this basis, unless they appeared controversial, would continue to be considered under present arrangements.

16/00332/TPOCON 2 Moat Farm

16/00294/TPOCON 1 Moat Farm

For both the above applications it was agreed that as long as the work was compliant with Braintree District Council’s Tree Warden’s requirements there would be no comment.

Application No: 16/01675 & 16/01676/LBC – No objection.

Application No: 16/01683/FUL – 2 Hunnex Green, Baythorne End

No objection

16/99 MAINTENANCE ARRANGEMENTS

The survey proposed at the last meeting is still to be carried out by Richard and Peter.

Richard has contacted a couple of handyman adverts locally but there does not appear to be anyone suitable or who wants to take on the work.

Review of Grass cutting etc -The quotes received from New England Pest Control and Kevin Shears were discussed. The following was agreed:-

- That New England Pest Control would be asked to continue their present contract until March 2017.
- The new quote from New England was considered expensive and a letter would be written asking him to quote on the basis of making one visit per month all year to empty the bins and litter pick with the proviso that extra visits could be requested by the Parish Council if deemed necessary.
- Regarding Pest Control, Debbie will contact Command to request an up to date quote for this area to see how it compares with the New England quote.
- Mr Shears quote for the next 3 years would be taken.

Debbie will draft and circulate the appropriate letters.

16/100 NEWSLETTER AND WEBSITE ARRANGEMENTS

Richard reported that the current editor of the newsletter and manager of the website would be stepping down at the end of the year. Another parishioner has expressed an interest in taking on these roles. Richard will follow this up and report back at the January meeting.

Debbie reported that there may be some funding available through the Transparency Code grant.

16/101 CIF APPLICATION

Alan Cook reported that the final application had been completed and submitted to the CIF Co-ordinator, Mrs Angela Balcombe. He has also written to ECC Highways notifying them of the proposal and a response was received dated 26 October 2016, albeit the response was somewhat ambiguous. A quote has been received from Mr Pryke to install the sign at a cost of £360.00. They are currently awaiting confirmation of the date the CIF panel will meet.

16/102 FINANCE

Financial Report – Noted and agreed. Proposed by Steve Rhenius and seconded by Peter Smart.

Budget 2017/18 – The budget form had previously been circulated. Members went through the form and provisional figures were agreed. The budget cannot be finalised until Braintree District Council advises of the level of Localism Fund which will be granted.

16/103 EXCLUSION OF THE PUBLIC AND THE PRESS

Not required.

16/104 CONFIDENTIAL ITEMS

None.

16/105 TIME, DAY AND DATE OF NEXT MEETING

The next meeting will take place on Thursday 5 January 2017 at 7.30pm in the Community House, Birdbrook.

There being no further business to discuss the meeting closed at approximately 10.00pm.

Signed: Dated:

Draft