

BIRDBROOK PARISH COUNCIL
MINUTES OF THE MEETING HELD ON
THURSDAY 6 JULY 2017

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

CLERK: Mrs D Hilliard

ALSO PRESENT: Albert Baxter

17/45 APOLOGIES FOR ABSENCE

Cllr David Finch, Richard Walker, Steve Rhenius.

17/46 OTHER ABSENCES

Cllr D Garrod.

17/47 CONFIRMATION OF MINUTES

The minutes of the meeting held on Wednesday 10 May 2017 were agreed as a correct record and signed. Proposed by Alan Cook, seconded by Martin Gilbert, all in favour.

17/48 DECLARATIONS OF INTEREST

None.

17/49 COMMUNICATIONS AND REPORT OF THE CLERK

Broadband – It was noted that the letter had been sent to MP Matthew Hancock and a reply received. Cabling has been installed into the box in Birdbrook and this usually becomes live 4 months later. However, the Superfast Essex website indicates Birdbrook will not be connected until December 2019. The situation will be monitored.

17/50 DOCUMENTS ON DEPOSIT

Salt Bag Scheme – Agreed to sign up for 2017. The salt box at the junction of Fell Road/Moat Road/The Street has a damaged lid. It was also agreed to request that the box be relocated to the site adjoining the bus stop. A request for a further box to be installed by School Fields will be submitted. Debbie will action these requests.

RCCE – Noted.

Merchant Navy Day - Noted.

Stansted Airport Expansion - To be discussed under agenda item 8.

17/51 MEMBERS' REPORTS

(a) *Pond* – Martin reported the pond is again turning green. Discussion took place on the cause of this and options to rectify it discussed. It will be monitored for the time being. Peter had been notified by Richard of Sycamore seedlings taking root in the area.

- (b) *Parks* – To be discussed under item 10 of the agenda.
- (c) *Chairman's Report* – All items discussed elsewhere on the agenda.
- (d) *Highways* – Peter reported Richard had received an email from Warren Brace regarding the proposed installation of the accident black spot signs and their progress. Richard had responded that the understanding was that householders did not want the signs installed in case of an adverse effect of property values. It was noted that another accident had occurred on the A1017 on 25 May 2017.

One course of action suggested is as follows:-

- To put in an application for the Local Highways Panel for road widening at the junction of Station Road and installation of a traffic island and right hand turn lane.
- That a similar proposal be put forward for the New England junction.
- Both sites to be subject to 40mph restrictions.
- Streetlighting for the junction would also need to be considered.

It was agreed that Debbie will obtain the forms for Peter to complete. Alan will complete a detailed drawing of the proposal. This will be publicised in the Birdbrook News.

The Birdbrook village name sign at Finkle Green is missing. This will be reported.

17/52 PLANNING

There were no planning applications for consideration. However, the following items were discussed:

- *Braintree District Council Local Plan* – The plan was now available and it was noted that Baythorne End was not mentioned. The map of Birdbrook shows half of the village (Fell Road/Moat Road end) as a Conservation Area only. Daw Street to Bayley Hill road is a preserved lane but this is not designated on the plan. Flooding issues on the A1017 water depot area and B1054 also need detailing. Clarification is needed as to whether these items are mistakes or have been deregulated. Peter will look for a contact on the plan and check these items.
- *Stansted Airport proposed expansion* – Leaflets detailing proposals to expand the number of flights had been received by the Parish Council. The airport has also listed dates for an exhibition outlining its proposals. These dates will be publicised in the newsletter, noticeboards and website. Discussion took place on whether the village would support the proposal or not. Peter and Alan will attend the exhibition on 14 July and report back. Albert Baxter may attend the 17 July date. Agenda for September.

17/53 STREETLIGHTS

Discussion took place on the notification from A&J Lighting about the increased price for the Sox lamps and whether the lights should be changed to LED. Dominic

suggested this might be an appropriate time for a full review of streetlighting arrangements in the parish. The following was agreed:-

- Peter will provide a costing of the lights.
- Debbie will draft a letter to the Managing Director of UK Power and the Regional MD regarding the missing light which has never been traced.

17/54 LITTER PICKING AND BIN EMPTYING

It was noted that New England Landscaping have now finished their contract. New litter picking and bin emptying arrangements need to be made. Richard had notified the Parish Council of his efforts to empty the bins and it was noted they were full of broken glass, bottles, paint tins and dog waste. The following was agreed:-

- The Parish Council will employ someone to carry out this work. This work entailed would be bin emptying, litter picking, cleaning play equipment, repair and maintenance of benches, noticeboards etc.
- Debbie will contact Kevin Shears for a quote and also the Clerk to Steeple Bumpstead PC as they have a similar arrangement.
- An item will be put in the newsletter asking parishioners to use bins appropriately.

17/55 CIF GRANT, VILLAGE SIGN AND TELEPHONE BOX

Telephone Box – Alan reported that one pane of glass had been broken in the telephone box. He was arranging to repair it.

Defibrillator – Alan reported he will post the completed Councillor's grant form for a further grant. An application has been submitted to the Community Heartbeat Trust from the defibrillator, case and a BT 999 telephone. An awareness session has also been requested. Alan will liaise with Albert Baxter regarding publicising the event. An inspection of the telephone box by an electrician has confirmed the power source and a new cut-out switch has been fitted. A letter is required from the Parish Council to confirm that the supply is connected. Debbie will draft this.

Village Sign - Alan has telephoned BDC planning and spoken to Fay Fisher who could find no reference to installation of a village sign. It was referred back to ECC – Paul Bigwood, Ringway Jacobs – and notified by Alan of the proposal. A response is awaited. Village Signs area closed until 17 July. A proposal to carve the word "Birdbrook" into two sides of the post was suggested. The design of the sign is to be published in the next magazine.

Alan was thanked for all his work with this project.

17/56 REVIEW OF PARISH COUNCIL DOCUMENTS

The Emergency Plan, Financial Regulations and Standing Orders had been circulated to Parish Councillors prior to the meeting and reviewed. The only changes required are to update contacts on the Emergency Plan. Debbie will do this.

17/57 FINANCE

Financial Report – Noted and agreed. Proposed by Alan and seconded by Dominic. All in favour.

Debbie reminded those present that in 2018 there would be no external audit as part of the Transparency Code regulations but recommended that the internal audit carried out be Melford Accounting be retained.

17/58 EXCLUSION OF THE PUBLIC AND THE PRESS

Not required.

17/59 CONFIDENTIAL ITEMS

None.

17/60 TIME, DAY AND DATE OF NEXT MEETING

The next meeting will take place on Thursday 7 September at 7.00pm at the Community House.

There being no further business to discuss the meeting closed at approximately 8.40pm.

Signed: *Mr. Walker* Dated: *7th September 2017*