

BIRDBROOK PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON TUESDAY 8 SEPTEMBER 2020 AT 7.00PM
THE MEETING WAS VIRTUAL

PRESENT: Mr Peter Smart (Chair)
Mr Alan Cook
Mr Martin Gilbert
Mr Steve Rhenius
Ms Katie Gentry

ALSO PRESENT: Cllr Diana Garrod (Braintree District Council)
Mrs Debbie Hilliard (Clerk)

20/66 APOLOGIES FOR ABSENCE

Cllr David Finch.

20/67 OTHER ABSENCES

Cllr Diana Garrod.

20/68 CONFIRMATION OF MINUTES

Steve Rhenius proposed and Alan Cook seconded with all in favour that the minutes of the meeting held on Tuesday 28 July 2020 be approved as a correct record.

20/69 DECLARATIONS OF INTEREST

Martin Gilbert declared an interest in agenda item 10. Planning relating to application number 20/00268/TPOCON – Kestrels.

Peter Smart declared an interest in agenda item 10. Relating to an update on application number 20/00141/TPOCON.

The declarations were noted.

20/70 ACTION LIST

Minute	Action	Responsibility	Outcome
20/57 27/7/20	Co-option of parish councillor – send Katie SO's, Finance Regs and Policies. Dec of Acceptance and Register of Interests. Advise BDC and EALC. Look at EALC training	Clerk	Email sent 30/7. Completed and returned by KG and sent on to BDC by Clerk 23/8.
28/7/2020 20/60(b)	Parks – Play Equipment – Peter to call a meeting of the General Committee of Community House Trustees. Katie to approach neighbours who may support/join. Swing – Peter to circulate Fenland Report to councillors and then a	PS/KG PS	Meeting arranged for 15/9/20. KG has some potential contacts which will be passed to MG for action.

	decision be made on swing and Graham Downer's repair proposal		Report found and circulated by Debbie. Emailed 9/9. Orange mesh to be reinstated around swing. Done 9/9 by MG.
28/7/2020 20/60 (d)	Highways – Mill Road repairs – Peter to follow up whether this is completed. Missing Fingerpost, Birdbrook Road – Clerk will check with Stambourne PC progress. Road closures – inaccurate signage. Contact Cllr Finch.	PS Clerk Clerk	Repairs done. Action complete Email sent to Chair of Stambourne PC 30/7 – reply received – work is underway but delayed by Covid. Hope to complete soon Email sent 1/9
28/7/2020 20/61	Handyman/CIF grant – notify Mr Downer to proceed with noticeboards and bus stop.	Clerk	Emailed 30/7
28/7/2020 20/62	Planning – The Street – verge grass removed and replaced with stones. Peter to send photo to Clerk to report to ECC Highways.	PS/Clerk	Reported to Highways 31/7 Ref No; 2673646 .
28/7/2020 20/63	Birdbrook News – send a thank you letter to Albert.	Clerk	Emailed Richard 11/8 for address. Letter completed & sent 30/8

Cllr Garrod joined the meeting. Delayed by IT issues.

20/71 REPORT OF DISTRICT COUNCILLOR

The Report of the District Councillor was circulated prior to the meeting. Councillors confirmed they had read the report. There were no questions tabled and councillors accepted the report.

20/72 COMMUNICATION AND REPORT OF THE CLERK

There were two items to note:

- Missing Footpath Numbers – an enquiry made with Ordnance Survey had advised that the matter be pursued with Essex County Council. The Clerk will continue with the enquiries. **Action.**
- Essex Forestry Tree Planting Scheme – the Parish Council were in support of the scheme, but it acknowledged there would be issues around appropriate sites for planting, ongoing maintenance of any trees planted and the number of projects already underway, the Parish Council was not able to undertake the project. However, it was suggested and agreed that information of the scheme be publicised in case volunteers would be willing to support the scheme.

20/73 MEMBERS' REPORTS

- (a) **Pond** – Martin reported the pond was very green. He added more Aquaplankton just before the bout of heavy rain. There is some difficulty spreading the Aquaplankton to part of the pond as access is limited. It has not been possible to arrange a work party to

tidy the overgrown areas due to Covid-19. With restrictions now easing this may be possible.

Land Registry search re pond ownership – The Clerk reported the land searches made so far indicate:-

- Title No EX649217 relates to the large field behind the pond and houses and is registered to the Rooks.
- Title No EX853953 "Land at Birdbrook" search shows the registered owner to be Chelmsford Diocese but there is no plan to show exactly where this land is.
- A search against the area of land the pond covers plus the small area to the right (when viewed from the road) showed that the untinted area (the pond) was unregistered.
- I finally searched the tinted area (the small piece of land to the right of the pond) has come back also as unregistered.
- Mr Rook's letter (undated but in response to one from the PC dated December 2015) indicates he understands the land to be his - both where the pond sits and the land to the side.

Discussion took place on what the Parish Council's intent should be regarding the pond including responsibility for any future works which may be needed and the potentially high cost of this (dredging), etc. After consideration it was agreed that a Land Charges Search be made on the pond and land surrounding it. **Action.**

- (b) **Parks** – The only item to report referred to the swing. As shown in minute 20/70 above, the inspection report was found and circulated. Martin has now fenced off the swings and taken away the seats and chains.

Cllr Garrod left the meeting.

- (c) **Chairman's Report** – There was one item to consider – it was noted a mobile food kiosk had been parked on land near the old garden centre on the A1017 at New England. ECC/BDC will be asked if a licence is needed. **Action.**

- (d) **Highways** – The following were noted:-
Ref no: 2674990 – Moat Road signage – ECC already aware and item being assessed.
Ref no: 2674991 – Sign in Birdbrook Road – Work being scheduled.
Ref no: 2674992 – Work being scheduled.
Fingerpost at Birdbrook Road, Stambourne – being refurbished by volunteer as part of their Duke of Edinburgh award via Stambourne Parish Council. Work nearly complete.

Accident on Fell Road junction with Steeple Bumpstead Road – Katie reported she had attended and assisted at this accident and proposed that a parish council response to road accidents be incorporated into the emergency plan. After consideration it was agreed that councillors could help as individuals if appropriate to do so. It was also noted that the junction at Fell Road did not have any "Stop" or "T" junction sign. It was agreed that ECC Highways will be asked to install signage. **Action.**

Sandbags left after Highways Agency Works – Katie reported that contractors carrying out work on behalf of ECC Highways had left sandbags and other items in a nearby ditch at Fell Road. Katie will provide photos and this will be reported to ECC. **Action.**

20/74 HANDYMAN/CIF GRANT

- Refurbishment of noticeboards, benches and cleaning bus stop by Mr Downer:-
 - Bus stop has been cleaned.
 - Noticeboards have been ordered
- Removal of swing (9(b) above) – swings have been fenced off and seats removed. See minute 20/73 above.
- Quote for fencing repair which has been passed to Community House Trustees for consideration – the fence has been made safe. The Community House Trustees have received and are considering the quote.

20/75 PLANNING

- 20/01285/HH - Wash Farm, Finkle Green, Birdbrook – No comment.
- 20/00268/TPOCON - Kestrels, Daw Street, Birdbrook – No comment.
- 20/00141/TPOCON – work carried out on trees in Moat Farm – Peter reported that subsequent to this application (which was approved) another tree had fallen over in his garden. He had contacted BDC to advise and seek permission to remove the fallen tree which was granted.

20/76 BAYTHORNE END DEFIBRILLATOR

Steve reported that National Lottery continue to accept grant applications that relate only to Covid-19 matters. This decision will be reviewed in October by the National Lottery Fund. If the decision in October is to accept applications for non-Covid items, Steve will proceed with an application. Review at November meeting. **Action.**

20/50 FINANCE

It was noted that the NALC Clerks’ payscales had been agreed and published. The Clerk’s salary will increase in accordance with the new payscales with backpay due of £53.04.

After consideration Martin proposed and Alan seconded with all in favour that the financial report be accepted.

20/51 DATES OF NEXT MEETINGS

Tuesday 3 November 2020

Tuesday 12 January 2021

There being no further business to discuss the meeting closed at approximately 8.20pm.

Signed:

Dated:

Action List

Minute	Action	Responsibility	Outcome
20/72 8/9/2020	Missing Footpath nos from Birdbrook definitive map – enquiry made to OS had simply referred us back to ECC. Contact ECC.	Clerk	

20/73(a)	Pond – Clerk to continue with Land Charges Search	Clerk	
20/73(c)	Chair’s Report – Food Kiosk at New England – Contact BDC/ECC to see if licence is required.	Clerk	
20/73(d)	Highways – Fell Road junction – apply to ECC for installation of “Stop” and/or “T” Junction signage. ECC Highway Contractors – items left after work – Katie will take photos. Report to Highways.	Clerk KG/Clerk	
20/76	Baythorne End Defib – Agenda and update at November meeting	SR/Clerk to agenda	
	Next meeting – Chair’s Report – include update on Community House General Committee mtg.	PS/Clerk to agenda	