

MINUTES

Meeting: COUNCIL

Date: 8th September 2009

Time: 7.40 PM

Venue: COMMUNITY HOUSE, THE STREET, BIRDBROOK VILLAGE

PRESENT: Councillors (4)

T R Walker (Chairman), Mrs H Hodge, D Hoye, J Rook

Officers (2)

S De Luca - Clerk to the Council

A Jones – Taking Minutes

Members of the Public (0)

No Members of the Public Present

09.10.23 APOLOGIES FOR ABSENCE (3)

NOTED that apologies had been received from ECC Finch, R Bolton and T Fenner

09.10.24 OTHER ABSENCES (1)

NOTED that no apology had been received by Councillor Kirby in time to be reported to the meeting

09.10.25 CONFIRMATION OF MINUTES

The minutes of the Meeting of the Parish Council held on 7th July 09 were **AGREED** as a true record.

09.10.26 DECLARATIONS OF INTEREST

NOTED there were no declaration of interest.

09.10.27 COMMUNICATIONS AND REPORT OF THE CLERK

The Clerk advised Members of the following documents all of which were **NOTED**.

- a) Quality Council Reaccreditation – It is expected this will be submitted mid December. The Power of Well Being will also feature in the reaccreditation, and the Clerk will be attending a course over the coming weeks.
 - b) Witham International Puppet Festival - Saturday 19th September.
 - c) Buckingham Palace Garden Party Nominations – A nomination for the Chairman has been submitted.
 - d) EALC AGM & Making the Links Annual Meeting pm.
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- e) Parish Update - Parish update sheets / newsletters were passed to all in attendance.
 - f) Parish Cluster Meetings
 - g) Mid Essex Area Forum - Friday 11th September, and Essex Rural Commission report will be discussed at this forum. Location is Great Notley. Hospital and Primary Care will be attending.
 - h) BDC Priorities in the Halstead Area for 2010 & Beyond - 23rd September.
 - i) Lloyds TSB Return of Cheques – Received letter stating Lloyds will discontinue cheques being returned.
 - j) ECC Bus Passenger News – NOTED that details of the new Parish bus were contained in the July/August issue.
 - k) BDVSA Newsletter – This was passed to the Chairman, who NOTED details such as the public address system could be useful for the Church Fete.
 - l) **NOTED** NHS Mid Essex Braintree Community Hospital Countdown
 - m) **NOTED** Gateway to Greenfields – Newsletter
 - n) A&J Lighting Annual Inspection – The Clerk summarised the main points of the report. It was **NOTED** that some lanterns had been changed, however there were still more to do. The following actions were **AGREED**:
 - Obtain quote for works identified in the annual inspection report
 - Place this item on the Budget/Precept Agenda for discussion
 - The Clerk to contact ECC regarding available grants.
 - o) ECC Highways / CIF Fund
 - The Clerk confirmed that this year's CIF is for Capital Projects. Following discussion with a number of youths, a suggestion of outdoor gym equipment in the Play Area could be a possible option. There are at present very limited leisure activities in Birdbrook. It was **AGREED** that the Clerk would investigate this possibility further, with a suggestion of equipment located at Baythorne End.
 - The Clerk confirmed there is limited information at present regarding the Highways fund, other than requests being bids for 'special projects'. Following discussion, it was **AGREED** that due to the number of serious road traffic problems / accidents at the junction of the A1017 and B1054, this would be an area that would benefit from further investigation.
 - p) EALC Monthly Mailings
 - q) BDC Monthly Mailings - Emergency planning awareness meeting on 10th September. Councillor Bolton, the Chairman and the Clerk are all listed as being key holders.
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- r) Additional communications received
- Changes to refuse and recycling collection service food waste – **NOTED**
 - Incident number for graffiti and damage to play area has been received - **NOTED**
 - No communication has been received from the community wardens over past few months. This item to be placed on the next agenda for discussion.

09.10.28 DOCUMENTS ON DEPOSIT

NOTED that no documents on deposit had been received.

09.10.29 FINANCIAL REPORT

- a) Members **APPROVED** the Statement of Accounts summary of monies received and the account balances at the end of the month including cheques signed up to 31st July 09.
- It was **AGREED** that the Chairman would let Members have the details of the address for the new parish website.
 - The lack of a dedicated dog bin in the Parish continues to be a problem. It was **AGREED** to ask the Community Wardens to monitor this issue as it may provide some evidence as to whether or not a bin would be used.
- b) Communication from District Auditor
- The Clerk confirmed that a letter has been received from the Auditor stating that one part of the audit return was left in pencil, and that the Internal Auditor had not completed one section. Both these issues had now been rectified . Both the Clerk and the chairman signed the Internal Audit to confirm these changes.

09.10.30 MEMBERS' REPORTS

Members **NOTED** the following brief reports from Members:

- a) Pond - nothing further to report, other than it continues to be a problem and is looking very messy at present. The Clerk confirmed that it was a problem as the Parish Council don't own land, only the water. Councillor Hoye stated that he was waiting to hear from Braintree District Council regarding this issue. It was suggest that perhaps Councillor Bolton may be able to assist with this as he sits on the Environmental Committee at Braintree CD. **AGREED** that the Clerk would contact Councillor Bolton.
- b) Play Areas – Remedial works have been carried out, but graffiti is still present as there is concern that any attempt to remove it could discolour the equipment. It was **AGREED** that the Clerk would contact Monster Play to see if they could offer any advice on removal. There is also an issue with pallets in the play areas. Councillor Hoye **AGREED** to remove the pallets, and contact the local public house to see if they are aware of any pallets going missing.
- c) Chairman's Report –The Chairman gave Members an update on matters he had been involved in.
- d) Transport Issues - Mostly covered earlier in the meeting, however noted that it was expected works to Fell Road would begin in October 2009.
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- e) Activity Day – Report from Councillor Hoyer stating that approximately 16-17 children attending and the organisers were very please stating that the children were a delight to work with.

09.10.31 CONSULTATION DOCUMENTS

None.

09.10.32 PLANNING MATTERS

NOTED there were no planning applications to be discussed.

NOTED planning decision notice for application number 09/00616/FUL. Ro Sunnybanks.

The Chairman would keep an eye on the adjacent footpath.

There was concern that trees were being felled at Finkle Green (poss Green Cottage, Finkle Green – previously Dynes Cottage), and the question was raised as to if there are any restrictions of the felling of trees in a conservation area. It was *AGREED* that the Clerk would obtain a copy of the map showing the conservation area.

09.10.33 OTHER URGENT BUSINESS

- a) Staffing Matters – Members *NOTED* that no further communication had been received from the previously interested party in taking on the role of Clerk, however the current clerk stated she would be happy to continue with the role, taking on a job share with Ms A Jones who would complete the administration duties. Members *AGREED*, stating that a letter should be sent to the previously interested party confirming that the post was no longer available.
- b) Have been offered a bus shelter FOC, but will cost £2000 to install it. The Clerk stating that there may be grants available, and it was *AGREED* to investigate this further.
- c) Councillor Hoyer stated that he had received a request asking if it would be possible to gain permission to hold a wedding on the play are at Baythorne End. AS this land is not owned by the Parish Council, it was *AGREED* that the interested party should be contacted and informed that they need to seek permission from the land owner, however the Parish Council would not have any objection providing it doesn't interfere with the play.
- d) Councillor Hoyer stated that a Gate was missing and a manhole cover broken near Baythorne End opposite the Swan. The Clerk requested that full details were emailed to her.
- e) Children had recently camped on the playing field, causing a nuisance in terms of noise for local residents. There was also some concern that some events at the pub had also caused a noise nuisance. The Clerk passed to all members contact details of the Police Officer who had confirmed she would be happy to investigate any issues in Bird brook and it was suggested these issues were reported.
- f) Following the sad death of Maggie (15), various events had been held in her memory, and as a result of one of these events, a tent/marquee had become available for Villagers use, purchased by Maggie's mother. Members were updated on the history of this issue in terms of insurance and usage. The Parish Council had been asked if they would agree to insure this tent/marquee. After
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much consideration, it was **AGREED** that the owner should be contacted and informed that the Parish Council would not be able to insure the tent, however it was suggested that the owner could officially request a grant from the Parish Council to aid and assist her with funds.

Meeting Closed 21.03

.....*Chairman*

Date
