

# HELIONS BUMPSTEAD PARISH COUNCIL

MINUTES of the EXTRAORDINARY PARISH COUNCIL MEETING held on

Monday 26<sup>th</sup> September 2016

## RECORD OF ATTENDANCE

NAME	POSITION	PRESENT
N. Nicholson	Vice-Chairman	Yes
J. Catchesides	Parish Councillor	Yes
S. Kehr	Parish Councillor	Yes
P. Richardson	Parish Councillor	Yes
T. Evans	Parish Clerk & Responsible Financial Officer	Yes

S. Cunningham and M. Vigar also attended the meeting.

The meeting commenced at 7:30pm.

### 111/16 Election of Chairman

Following the resignation of Cllr. Baker as Chairman and Member Cllr. Catchesides proposed Cllr. Nicholson as Chairman. Seconded by Cllr. Kehr. **Unanimously agreed.**

### 112/16 Election of Vice-Chairman

Cllr. Nicholson proposed Cllr. Catchesides as Vice-Chairman. Seconded by Cllr. Kehr. **Unanimously agreed.**

### 113/16 Apologies for Absence

None

### 114/16 Members' declarations of interests

None

### 115/16 Public forum

There were no comments or questions.

## **116/16 Minutes of the Council Meeting held on 11<sup>th</sup> July 2016**

The minutes were **approved** as a correct record of the Council Meeting held on 11<sup>th</sup> July 2016 and were signed by the Chairman.

### **117/16 Co-option of new Parish Councillors**

Cllr. Catchesides proposed S. Cunningham to be co-opted as a Member. Seconded Cllr. Kehr. **Unanimously agreed.**

### **118/16 Three Horseshoes - Rebuttal of appeal against enforcement of the Inspector's findings**

Cllr. Nicholson presented a draft letter opposing the appeal. **Unanimously agreed** with minor changes.

### **119/16 Obstruction in Camps Road – repair and prevention of recurrence**

As a result of a landslide some months previously a small section of Camps Road had become partially obstructed. There was no indication that Essex County Council Highways were intending to clear the obstruction and make good the roadside bank. Following some discussion highlighting the risk to the safety of road users Cllr. Nicholson would draft a letter to ECC Highways requesting a joint site visit to discuss options.

### **120/16 Registration of Village Hall and Recreation Ground Land**

Cllr. Richardson reported that the Council's legal adviser was in the process of completing a final submission to the Land Registry.

### **121/16 Finding assistance for the Parish Clerk**

Following some discussion in which the Clerk outlined his duties against the time available to him Cllr. Catchesides would contact Essex Association of Local Councils for advice on the possibility of recruiting a Responsible Finance Officer so relieving the Clerk of his finance duties.

### **122/16 Clerk's report**

The Clerk reported that a letter had been received from the Pensions Regulator providing information on what action the Council are required to take for compliance. The Clerk would take the necessary action for compliance.

### **123/16 Finance Report and Approval of Payments**

Copies of the Financial Report, bank statement up to 31<sup>st</sup> July together with the payments list were distributed to Members prior to the meeting.

## PAYMENTS

<u>Cheque No.</u>	<u>Date</u>	<u>Purpose</u>	<u>Amount</u>
101558	08 August 2016	Street Cleaning	£65.00
101559	08 August 2016	Phone and Broadband	£160.13
101560	08 August 2016	Clerk's Salary	£172.64
101622	08 August 2016	PAYE	£37.60
101623	08 August 2016	Stationery	£45.06
101624	12 September 2016	Clerk's Salary	£172.64
101625	12 September 2016	PAYE	£37.60
101626	12 September 2016	Magazine Distribution	£25.00
D/D	12 August 2016	Street Lights	£32.80
D/D	01 September 2016	Street Lights	£32.80

The Council unanimously approved these payments.

### 124/16 Items for information and inclusion on next meeting's agenda

None

The meeting closed at 8:50pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Cllr. N. Nicholson**  
Chairman

*For further information regarding these minutes, please contact:*  
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