

HELIONS BUMPSTEAD PARISH COUNCIL

MINUTES of the PARISH COUNCIL MEETING held on Monday 14th May 2018

RECORD OF ATTENDANCE

NAME	POSITION	PRESENT
Jane Catchesides	Chair	Yes
Sue Kehr	Vice-Chair	Yes
Neville Nicholson	Parish Councillor	Yes
Judy Howard	Parish Councillor	Yes
Sue Cunningham	Parish Councillor	Yes
Chris Brown	Parish Councillor	No
Nigel Turner	Parish Councillor	Yes
Diana Garrod	District Councillor	Yes
David Finch	County Councillor	Apologies
Cathryn Carlisle	Parish Clerk & Responsible Financial Officer	Yes
Members of the public	1 Member of the public	

18/88 Election of Chairman

Cllr Kehr nominated Cllr Catchesides as Chairman, seconded by Cllr Cunningham. Cllr Catchesides was duly elected as Chairman. Cllr Catchesides mentioned that this would be her last year on the Council.

18/89 Election of Vice-Chairman

Cllr Catchesides nominated Cllr Kehr as Vice-Chair, seconded by Cllr Howard. Cllr Kehr was duly elected.

18/90 Co-option of a New Councillor

Cllr Nigel Turner was co-opted on to the Council

18/91 To Complete Acceptance of Office Forms and to check whether there are any changes to the register of interest forms.

The Acceptance of Office Forms were completed by the Chairman, Vice-Chairman and the Co-opted member.

Cllrs asked about the share offer at the pub, does this need to be put on the register of interests form. The Clerk will get clarification from BDC

18/92 Apologies for Absence

Cllr Brown

Cllr Finch

18/93 Members' declarations of interest

Cllr Catchesides, Cllr Kehr: Members of HBVHMC

Cllr Nicholson: Three Horseshoes

18/94 Appointments to Committees and of Special Responsibilities

Finance Committee:

All councillors

Planning Committee:

Jane Catchesides, Sue Kehr, Chris Brown, Nigel Turner

Special Responsibilities:

Footpaths: Judy Howard, Sue Cunningham

Highways and Traffic Management: Cathryn Carlisle (Clerk)

Play Equipment: Sue Kehr

Website: Jane Catchesides, Cathy Carlisle (Clerk) Chris Brown

Broadband: Martin Catchesides

Neighbourhood Watch: Neville Nicholson

Working Groups

Finance & Forward Planning:

All Councillors

Play Area:

Sue Kehr, Jane Catchesides, Frances Neal

Footpaths

Sue Cunningham, Judy Howard, Dave West, Phil Snowdon

Stop Stansted Expansion

Neville Nicholson

18/95 Public forum

Mr Andrews came and spoke about the Cricket Club.

18/96 Minutes of the Council Meeting held on 9th April 2018 were approved and signed as a true record of the Parish Council Meeting.

18/97 Finance Report

Payments

18/97.1	£321.10	Cathryn Carlisle	Clerk's Salary	101722
18/97.2	£44.36	E-on	Lighting	D/D
18/97.3	£18.99	BT	Telephone	D/D
18/97.4	£19.99	Cathryn Carlisle	Expenses	101726
18/97.5	£50.00	Yvonne Morton	Internal Auditor	101723
18/97.10	£420.00	Bojangles	Website	101725
18/97.11	£75.00	Upsons	Mower Parts	101721
18/97.12	£1572.00	David Anderson	Village Hall	101724

Payments were approved by all members of the council present. Cllr Howard and Cllr Cunningham checked the invoices prior to the meeting.

18/97.6 Month Bank Statement and Monthly Budget Form
Were approved by all members of the Council present.

18/97.7 To Complete the Annual Governance Statement
The Clerk read the Annual Governance Statement and all councillors present agreed to the statement.

18/97.8 To sign off the Accounting Statement
The Clerk and The Chairman signed the Accounting Statement

18/97.9 To receive the Internal Auditors Report

The Clerk had sent out the Internal Auditors Report prior to the meeting. She had made specific comments as follows:

“I am concerned about the actions of one Councillor as reported within Minutes 18/3 of the 8th January meeting. Councillors cannot undertake any actions without it being discussed in the relevant Committee or/and Full Council Meeting. After this the instruction should be given to the Clerk to carry out the task unless otherwise agreed by the Council. 2 members of the public in attendance at that meeting and from the tone of the minute and the doubting of the integrity of the Council as a whole is not good practice to be put before local constituents. The Council members are there to serve their community and are democratically elected and should act democratically within meetings and not singly and without the Council’s consent.”

Cllr Nicholson said that he was entitled to write a private letter to Cllr Finch and Cllr Garrod with regards to the £5,000 grant, which was obtained in 2008 for solar lighting in the bus shelter and not used.

Cllr Nicholson asked for the Internal Auditor’s email address so he could write to her. The Clerk would ask the Internal Auditor’s permission to give out her address.

18/98 District Councillor’s Report

BDC have a scrutiny committee to look at the role of Highways.
BDC has invested £260K to get Superfast Essex to 99% of the county.
DC has her Community Grant of £250-£350.

18/99 County Councillor’s Report

No Report

18/100 Reports from Councillors with Matters affecting the village

No Reports

18/101 Recent Flooding in Helions Bumpstead

18/101.1 Highways Issues

The Clerk has forwarded all the highway issues on to CC Finch, after the APA. Rick Reynolds had also sent flooding details on to CC Finch. The Clerk to email CC Finch for an update.

18/102 Footpath review update

18/102.1 Footpath Map Review

Cllr Howard has some photos for the footpath Map.

The Clerk asked Cllr Nicholson if he had spoken to Richard Hatch about the footpath that runs from the Church Yard to the Marquis of Granby; Richard Hatch had replied to Cllr Nicholson and informed him that the footpath was redundant.

This was questioned by other councillors. The footpath is temporarily closed but not removed.

18/103 Helions Bumpstead Village Hall matters affecting the Parish Council

The area of floor that was originally under the stage has been replaced, and the flat roof over the chair store has been replaced.

18/104 Helions Bumpstead Recreation Ground

The committee of the PPT, who own various bits of land around Helions Bumpstead, consists of The Vicar & Church Warden, and Gordon Moore & Maureen Watts as PC representatives. They have not met for years.

It was agreed that we need to get the Recreation Ground registered at the Land Registry.

18/105 Playground Refurbishment

Cllr Kehr reported that the new play equipment has been ordered, now awaiting a date for installation.

18/106 Three Horseshoes Pub

The Share Offer is now live.

The CBS are looking to CIF for grant funding and wanted the Parish Council's support; this was proposed by Cllr Nicholson and seconded by Cllr Catchesides and all Cllrs present were happy to support this.

BDC has been informed that the Three Horseshoes is up for sale, and the CBS have informed Braintree that they intend to buy the pub.

Cllr Turner asked who had independently audited the prospectus; Cllr Nicholson replied that Gordon Stewart had reviewed the prospectus, and further information was available from Colin Tyler.

18/107 Village Enhancement

18/107.1 To discuss village repairs

The Clerk had spoken to 2 people about odd jobs around the parish, but they weren't interested or too busy doing other work. Cllr Nicholson said he would speak to a resident to see if he would like to take on these jobs.

18/107.2 Grass Cutting in the Village

The Grass Cutting has at last been done; there had been 3 complaints with regards to the length of the grass around the play area.

Cllrs suggested that the Parish Council look at getting quotes from other contractors.

It was agreed that if a reasonable quote came in the Council would change contractors.

18/108 Items for information and inclusion on next meeting's agenda

Various policy documents need to be reviewed. It was agreed to do this at a Forward Planning Working Party before the main meeting.

18/109 Date of the next meeting

11th June 2018, policy meeting at 7pm

18/110 Meeting Closed 9.35pm

Signed.....

Dated.....

Clerk to the Council: Cathryn Carlisle
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