

MINUTES of HELIONS BUMPSTEAD PARISH COUNCIL MEETING held on

MONDAY 8 FEBRUARY 2010

15/10 ATTENDANCES

The Chairman welcomed everyone present at the meeting, which commenced at 20.01hrs.

NAME	POSITION	PRESENT
Mr M. Rowson	Chairman	Yes
Mr J. Collar	District Councillor	Yes
Mr G. Moore	Parish Councillor	Yes
Mr B. Freight	Parish Councillor	No
Dr. M. Lawfield	Parish Councillor	Yes
Mr M. Istance	Parish Councillor	Yes
Mrs J. Catchesides	Vice Chairman & Parish Councillor	No
Mrs T. Freight	Parish Clerk & Responsible Financial Officer	Yes
Mr .P. Noakes	Parish Councillor	Yes
Mr D. Finch	County Councillor	No
Mr I. Purdie	Acting Chairman VHMC	Yes

16/10 HEALTH & SAFETY

Persons attending meetings in the Village Hall Meeting Room are requested to take a few moments to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of the alarm being raised during the meeting, you must evacuate the building immediately and follow the instructions provided by the Parish Clerk. You will be assisted to the nearest designated assembly point in the car park until it is safe to return to the building.

17/10 APOLOGIES FOR ABSENCE

Mr. Freight and Mrs Catchesides

18/10 MINUTES

The minutes of the Parish Council meeting held on the 11th January 2010 were agreed to be a correct record and then duly signed by the Chairman.

19/10 DECLARATIONS OF INTERESTS

Information: Personal and prejudicial matters relating to agenda items: -

Mr Noakes and Mr Moore declared their personal interests in item 07/10, as they are members of the Village Hall Management Committee. Mr Lawfield declared his personal interest in item

Decision: In accordance with the Members Code of Conduct, the councillors remained in the meeting, unless stated otherwise, and took part in the discussion for all the above items and the vote thereon.

20/10 PUBLIC QUESTION TIME

None

21/10 REPORT FROM VILLAGE HALL MANAGEMENT COMMITTEE

Information: Brief report submitted by Mr Purdie.

- a) *Cloakroom Refurbishment* - Good progress being made with completion within three weeks.
- b) *Kitchen Refurbishment* – Snagging work to be completed by contractor.
- c) *Existing Disabled Toilet* – Clerk requested if any proposals concerning its future use had been made. No proposals but to be discussed at next VHMC meeting.

21/10 HIGHWAYS

Information: The following items were reported:

- a) *Village Green Culvert* – Contractor to erect acknowledgement sign similar size and design as footpath map positioned next to map. Chairman attended meeting on 1st February with contractor. Discussed snagging works and grill clearance which will be undertaken in March.
- b) *Sages End Road* – Chairman reported water flowing across road from driveway of newly built bungalow Brook Cottage.
- c) *Water Lane* – Reported to Highways damage to barrier.

22/10 CURRENT PLANNING APPLICATIONS / DECISIONS

Information:

- a) The Sparrows, Church Hill, Helions Bumpstead.
Tree Pruning works. Parish Tree Warden informed of proposals.

Decision: NO OBJECTIONS.

Action: Clerk to inform BDC of observations for the above application.

- b) The minutes of the Planning Sub-Committee held 11th January 2010 were agreed as a correct record and duly signed by the Chairman.

- c) There were no items to be discussed at the Planning Sub-Committee meetings scheduled for 25th January.

23/10 FOOTPATHS

Information: Dr Lawfield reported the following:

Letter received concerning funding being withdrawn from P3 scheme, which was later withdrawn. Review to be undertaken of service with survey to identify usage of footpaths.

Action: Dr Lawfield to place article in magazine to identify which FP's are being used in our parish.

24/10 FINANCE

Information:

- a) *Members were circulated copies of the following financial information (copies attached): -*
- i) Current Parish Council Accounts with bank reconciliation.
 - ii) VAT payments.
 - iii) Monthly Budget.
 - iv) Retrospective Payments.
 - v) List of cheques for signature.
 - vi) Copies of monthly Bank Statements.

b) **Precept Provision 2010 / 2011** – The minutes of the Finance Sub-Committee held on 11th January 2010 were agreed as a correct record and duly signed by the Chairman.

25/10 DISTRICT COUNCILLOR'S REPORT

Information: Mr Collar reported the following:-

- a) *Causeway House* – Revised proposals to refurbish building and sell Mayland House in Witham.
- b) *Group Meeting* – Will be attending on 15th February.

26/10 ITEMS FOR INFORMATION

- a) *Clerk's report* – written attached report submitted.
- b) *Resignation* – Mr Freight has resigned from his position of Parish Councillor with immediate effect. **Action:** Clerk to inform BDC and advise that the vacancy will not be advertised as Local Elections to take in May 2010.
- c) *PPT* – Mr Purdie unable to call meeting to discuss PC application for donation towards new street lights.

27/10 NEXT MEETINGS

Planning Sub-Committee: Monday 22nd February 2010 19.30hrs.
Full Parish Council: Monday 8th March 2010 20.00hrs.

Action: Clerk to prepare items for respective agenda's.

Meeting closed at 20.50hrs.

Signed: _____

Mr. J. M. Rowson – Chairman

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

PC – Parish Council

BDC – Braintree District council

ECC – Essex County Council

LDF – Local Development Framework

PPU – Parish Plan Update

VHMC – Village Hall Management Committee

Hrs – hours

RCCE – Rural Community Council of Essex

PDG – Parish Support Grant

FP – Footpath

EA – Environment Agency

ROW – Rights Of Way