

MINUTES of HELIONS BUMPSTEAD PARISH COUNCIL MEETING
held on
MONDAY 8th JUNE 2009

113/09 ATTENDANCES

The Vice-Chairman welcomed everyone present at the meeting, which commenced at 20.04hrs.

NAME	POSITION	PRESENT
Mr M. Rowson	Chairman	No
Mr J. Collar	District Councillor	Yes
Mr G. Moore	Parish Councillor	Yes
Mr B. Freight	Parish Councillor	Yes
Dr. M. Lawfield	Parish Councillor	No
Mr M. Istance	Parish Councillor	Yes
Mrs J. Catchesides	Vice Chairman & Parish Councillor	Yes
Mrs C. Purdie	Parish Councillor	No
Mrs T. Freight	Parish Clerk & Responsible Financial Officer	Yes
Mr D. Finch	County Councillor	No
Mr C. Baker	Parishioner	Yes
Mr M. Catchesides	PPU Working Party Member	Yes

114/09 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.

115/09 APOLOGIES FOR ABSENCE

Dr Lawfield, Mrs Purdie and Mr Rowson.

116/09 MINUTES

The minutes of both the Full Parish Council and Annual meetings held on the 11th May 2009 were agreed to be correct records and then duly signed by the Vice-Chairman.

117/09 DECLARATIONS OF INTERESTS

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

Mrs Catchesides and Mr Moore declared their personal interests in item 125/09, as they are members of the Village Hall Management Committee. **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.

118/09 PUBLIC QUESTION TIME

None

119/09 REPORT FROM PARISH PLAN UPDATE WORKING PARTY

Information: Mrs Catchesides reported the following:-

PPU collected from printers, copies distributed to members. Public launch meeting to be arranged. Letter for parishioners to be produced and then distributed.

Decision: Agreed Public launch meeting to be held on Monday 22nd June at 19.45hrs in the main hall.

Action: Mrs Catchesides to produce letter and arrange distribution. Clerk to order envelopes.

120/09 CREATION OF HIGHWAYS & TRAFFIC SUB-COMMITTEE

Information: Mr Baker explained in detail the Sub-Committee's Terms of Reference (copy attached). **Decision:** Agreed to create Sub-Committee with Mr Baker, Mr Noakes, Mr Istance and the Clerk as its members.

121/09 SUMMER HOLIDAY MOBILE YOUTH BUS VISIT

Information: ECC offering this service at cost of £80.00 per visit. **Decision:** Agreed to have one session. **Action:** Clerk to request service.

122/09 REPLACEMENT STREET LIGHTS

Information: Clerk informed Eon and EDF of new low voltage units and requested review of monthly unmetered fee. Grant received from ECC but 20% to be provided from PC. No provision made in precept and suggestion made to request assistance from PPT from the £1,000 compensation agreed for use of village green during culvert works. **Decision:** Agreed to request assistance from PPT. **Action:** Clerk to put request in writing.

123/09 WAR MEMORIAL PLAQUE

Information: Silver Birch Tree purchased and bulbs to be ordered in autumn. Quotes received as follows for brick wall:-

Swift Property Maintenance	£337.00	written
Mr. A. Prentice	£1,700.00	verbal
Mr A. Daines	£580.00	written

Decision: Agreed to employ Swift to build brick wall for memorial plaque. Also agreed to purchase waste bins for the Play Area and Recreation Ground from any surplus funds from grant. **Action:** Clerk to inform contractors of decision. Mrs Catchesides to order bulbs.

124/09 CURRENT PLANNING APPLICATIONS / DECISIONS

Information:

a) The current Planning list was circulated to members (copy attached) and the Clerk informed members of most recent decision / applications.

- b) There were no items to be discussed for the Planning Sub Committee meetings scheduled on both 8th and 22nd June.

125/09 REPORT FROM VILLAGE HALL MANAGEMENT COMMITTEE

Information: Kitchen refurbishment commenced on 8th June 2009.

126/09 HIGHWAYS

Information: Clerk reported the following: -

Village Green Culvert Works – Barriers now removed. Chairman received confirmation from consultant that work would commence in 2-3 weeks.

Fingerpost - New traditional wooden “Village Hall” direction sign erected on finger post on T-junction at Mill Road and Steeple Bumpstead Road. **Action:** Clerk to write letter of thanks to ECC Highways for traditional sign.

Village Green – Fingerpost on the green in a poor state. **Decision:** Agreed to request re-paint once culvert works completed.

127/09 FOOTPATHS

Information: Mr Baker reported overgrown trees on FP next to Breton Cottage. **Decision:** Owners responsibility to cut back. **Action:** Clerk to inform FP Representative.

128/09 FINANCE

Information:

a) Members were circulated copies of the following financial information (copies attached): -

- i) Current Parish Council Accounts.
- ii) Copies of current Bank Statements.
- iii) VAT payments.
- iv) Monthly Budget.

b) 2007/8 External Audit concluded. Notice placed on notice board.

129/09 DISTRICT COUNCILLOR'S REPORT

Information: Mr Collar reported the following:-

- a) Visited an Eon wind farm consisting of 18 units in Peterborough.
- b) On 20th May attended Prime Ministers question time in the House of Commons.
- c) On 8th June attended Road Traffic Liaison meeting.
- d) The flood relief lagoon project for Steeple Bumpstead had been delayed. This was due to the Environment Agency appointing a new Officer in Charge. As a result of this action the Chairman of the Steeple Bumpstead Flood Action Group Committee has resigned.

130/09 ITEMS FOR INFORMATION

- a) *Clerk's report* – A brief outline of items highlighted on the attached report was given to members.
- b) *Incidents Report:* - On 29th May the Pavilion was broken into and bottles of larger and J20's were stolen. Access gained through window. Police informed.

Meeting closed at 21.55hrs.

131/09 NEXT MEETINGS

Planning Sub-Committee: Monday 22nd June at 19.30hrs.
Public PPU Meeting Monday 22nd June at 20.00hrs
Planning Sub-Committee: Monday 13th July at 19.30hrs.
Full Parish Council: Monday 13th July at 20.00hrs.

J. M. Rowson – Chairman

For further information regarding these minutes, please contact: -

*Mrs Terri Freight – Helions Bumpstead Parish Clerk & Responsible Financial Officer
Rainbow Cottage, Crooks End,
Helions Bumpstead, Haverhill,
Suffolk, CB9 7AB.*

Fax & Home Telephone: 01440 730897.

Office Telephone: 01440 730332.

Email: hbpc@btinternet.com

Abbreviations: -

PC – Parish council
council

ECC – Essex County Council

LDF – Local Development Framework

Update

VHMC – Village Hall Management Committee

Hrs – hours

BDC – Braintree District

FP – Footpath

PPU – Parish Plan

EA – Environment Agency

ROW – Rights Of Way