

MINUTES of HELIONS BUMPSTEAD PARISH COUNCIL MEETING held on

MONDAY 10th NOVEMBER 2008

145/08 ATTENDANCES

The Chairman welcomed everyone present at the meeting, which commenced at 20.02 hrs.

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	Yes
Dr. M. Lawfield	Parish Councillor	Yes
Mr M. Istance	Parish Councillor	Yes
Mrs J. Catchesides	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 P. Noakes	Parishioner	Yes

146/08 HEALTH & SAFETY

Persons attending meetings at the Village Hall 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.

147/08 APOLOGIES FOR ABSENCE

Mrs C. Purdie.

148/08 MINUTES

The minutes of the Parish Council meeting held on the 13th October 2008 were agreed to be correct records and then duly signed by the Chairman.

149/08 DECLARATIONS OF INTERESTS

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

Mrs Catchesides and Mr Moore declared their personal interests in item 154/08, as they are both members of the 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.

150/08 PUBLIC QUESTION TIME

None

151/08 ESSEX COUNTY COUNCIL CIF HIGHWAYS GRANT APPLICATION:

Information: Clerk submitted application before deadline of 31/10/08 but needed to be submitted earlier for costings to be calculated by Highways. Not clear from guidance notes this was necessary therefore missed this years funding but hopefully apply again next year. Clerk to discuss with Mrs Olive Cowell what we can apply for in next round. Mrs Cowell confirmed that erecting gateways at the village entrances would be added to her schedule for this year.

Action: Clerk to set up meeting date with Mrs Cowell in the New Year.

152/08 DELEGATION TO VISIT CULINA DISTRIBUTION CENTRE.

Information: The Chairman proposed a delegation from the PC should visit the newly opened Culina distribution centre.

Decision: Agreed that the Clerk, Mr Rowson, Mr Baker and Mrs Catchesides to attend.

Action: Clerk to arrange visit with Depot Manager Jim Seymour.

153/08 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 scheduled for 27th October 2008.
- c) For the following planning applications the recommendations made by tonight's Planning Sub-Committee are as follows: -
 - a) 08/01973/LBC – The Hall, Steeple Bumpstead Road, Helions Bumpstead.
Information: Proposal to insert timber louvered vents and 2 roof lights. **Decision:** NO OBJECTIONS. Planning permission has already been granted for residential conversion in accordance with Policy RLP 101 Listed Agricultural Buildings and RLP 38 Conversion of Rural Buildings. These additional proposals are in accordance with parts i & ii of Policy RLP 100 Alterations & Extensions and Changes of Use to Listed Buildings and Their Settings.

All above observations made in accordance with BDC's Local Plan Review adopted July 2005.

Action: Clerk to return plans and inform BDC of observations (copy of letter attached). To report recommendations at the next PC Meeting.

- b) Local Development Framework Core Strategy's

Information: Clerk reported that these huge documents had been received for BDC and St, Edmondsbury Borough Council. Clerk proposed that at the next Planning Sub-Committee these documents contents should be observed. **Decision:** Agreed to include item on next Planning Sub-Committee agenda and circulate these documents to members. **Action:** Clerk to include item on next Planning Sub-Committee agenda.

154/08 VILLAGE HALL MAJOR PROJECTS SUB-COMMITTEE REPORT

Information: Mrs Catchesides reported the following progress on the kitchen refurbishment: -

- a) Community Initiatives Fund – Awaiting outcome of grant application.
- b) Essex Environment Trust – Awarded £5,000 grant.
- c) Grass Roots – Grant application unsuccessful.

Tender documents have been sent to three local builders for quotes. Kitchen cupboards have been purchased from B & Q. Received a 65% discount, which reduced the price to £3,000.

Clerk also reported application for Greenfields Grab a Grant scheme to refurbish the Village Hall cloakrooms has been short listed for consideration. The process involves voting for your project which is to be advertised in the Halstead Gazette. The project with the most votes receives £10,000 award. Voting closing date 12th December 2008.

Action: To encourage as many residents as possible to vote. Mrs Catchesides to contact residents by email and Clerk to place article in December issue of the Village Magazine.

155/08 HIGHWAYS

Information: Before engineering work to commence on Village Green Culvert, exploratory bore holes needed to investigate soil quality. The flower bed near the driveway to Upper House is to be excavated. The bin, plants and bench need removing.

Action: Mrs Catchesides to inform Mr Turner who donated bench and to arrange storage of items whilst work is being undertaken.

156/08 FOOTPATHS

Information: Dr Lawfield reported the following: -

- a) Part of the bridge kit delivered.
- b) Further meeting arranged with Regional Manager Jim Barclay ECC on 14 November 2008, to discuss FP obstructions on land owned by Whitegates.
- c) Installed two way mark posts near Haven Farm FP14.
- d) Awaiting quote for bespoke wooden finger posts from ECC.

157/08 FINANCE

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

- a) Current Parish Council Accounts
- b) Retrospective payments.
- c) Copies of current Bank Statements.
- d) Monthly Budget

Information: Clerk proposed to set up Finance Sub-Committee to discuss precept provision for 2009/10.

Decision: Agreed.

Action: Clerk to set agenda for 1 December 2008 and meet with Chairman before hand to make initial proposals.

158/08 DISTRICT COUNCILLOR'S REPORT

Mr Collar reported the following: -

- a) Attended full BDC meeting.
- b) 2007/8 Statement of BDC accounts now completed.
- c) Attended presentation of new Hawthorns retirement homes.

159/08 ITEMS FOR INFORMATION

- a) *Clerk's report* – A brief outline of items highlighted on the attached report was given to members.
- b) *Parish Cluster* – Mr Rowson attended the recent Parish Cluster meeting hosted by Steeple Bumpstead PC. He reported that it was well attended with representatives from ECC, BDC and the Police. Juliette Strathern from Planning confirmed that in the LDF there would be no recommendation for major housing development in rural villages. Flooding was discussed and Mr Rowson informed Cluster Group of proposals to reintroduce water meadow in Water Lane, which would aid flood relief in Steeple Bumpstead. This proposal would be discussed at the next Steeple Bumpstead Flood Action Committee meeting on 24 November 2008.
- c) *Parish Plan Update* – The sub-committee had recently held a progress meeting with Jan Cole. **Action:** Mrs Cole to organise Parish Plan Support Group meeting with members from BDC and ECC to discuss outcomes from recent PPU.
- d) *Incidents Report:* - None

Meeting closed at 21.30 hrs.

160/08 NEXT MEETINGS

Planning Sub-Committee - Monday 24th November and 8th December 2008 at 19.30 hrs.
Finance Sub-Committee - Monday 1st December 2008 at 20.00hrs.
Full Parish Council - Monday 8th December 2008 at 20.00hrs.

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

FP – Footpath

LDF – Local Development Framework

PPU – Parish Plan Update