

MINUTES of HELIONS BUMPSTEAD PARISH COUNCIL MEETING held on

MONDAY 11th MAY 2009

95/09 ATTENDANCES

The Chairman welcomed everyone present at the meeting, which commenced at 20.00hrs.

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	No
Mr M. Istance	Parish Councillor	Yes
Mrs J. Catchesides	Vice Chairman & Parish Councillor	Yes
Mrs C. Purdie	Parish Councillor	Yes
Mrs T. Freight	Parish Clerk & Responsible Financial Officer	Yes
Mr D. Finch	County Councillor	No

96/09 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.

97/09 APOLOGIES FOR ABSENCE

Dr Lawfield, Mr Freight and Mr Baker.

98/09 MINUTES

The minutes of the Parish Council meeting held on the 14th April 2009 were agreed to be correct records and then duly signed by the Chairman.

99/09 DECLARATIONS OF INTERESTS

Information: Personal and prejudicial matters relating to agenda items: -
Mrs Catchesides and Mr Moore declared their personal interests in item 106/09, 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.

100/09 PUBLIC QUESTION TIME

None

101/09 REPORT FROM PARISH PLAN UPDATE WORKING PARTY

Information: Mrs Catchesides reported the following:-

PPU completed. Quote for printing £1350 for 500 copies. Verbal quote for graphic designs work £1700, which is more than anticipated although no formal quoted obtained. This creates a shortfall of approximately £400 from grant awards received. To launch the report a public meeting needs to be arranged and then circulate reports to parishioners. **Decision:** Agreed to obtain clarification of graphic design work. **Action:** Mrs Catchesides to finalise graphic work costs with Mrs Wilson and take report to printers.

102/09 CREATION OF HIGHWAYS & TRAFFIC SUB-COMMITTEE

Information: Mr Baker unable to attend meeting but had produced the Sub-Committee's Terms of Reference (copy attached). **Decision:** Agreed report needed clarification and defer item until next PC meeting. **Action:** Clerk to clarify report with Mr Baker and include item on next PC agenda.

103/09 BDC WHEELED REFUSE BINS

Information: Letter sent BDC complaining of introduction of scheme without consultation. Unsatisfactory response to issues raised and confirmation that viability survey of village completed. At recent cluster meeting BDC representative informed members the main focus was to cut costs and improve recycling. Pilot scheme carried out in Witham which is an urban area and therefore not a satisfactory comparison. Google Earth used to compile survey information. The new scheme would offer a fortnightly collection in wheeled refuse bins, but if this was not satisfactory arrangements could be individually made to continue using black sacks. A green box also to be provided for garden waste but monthly dustcart collection would continue in rural villages.

Decision: Strongly agreed to oppose the introduction of wheeled refuse bins and to send a further letter of complaint again raising the issues of no consultation, traffic hazard and security etc.

Action: Chairman to compose letter and Clerk to forward to the following:-

- a) Mr Butland – Leader BDC
- b) Mr Finch – ECC County Councillor
- c) Mr Collar – BDC District Councillor
- d) Mrs Scattergood – BDC Rural Affairs Councillor
- e) Sir Alan Haslehurst – MP

104/09 WAR MEMORIAL PLAQUE

Information: Engraved plaque delivered and invoice paid to Housesignsonline.co.uk for £346.00. Quotes needed for building of brick wall. Clerk invoiced ECC for £1600.00 grant award for project. Mrs Catchesides proposed to purchase a tree, plants and bulbs.

Decision: Agreed to purchase tree, plants and bulbs for approximately £120.

Action: Mrs Catchesides to purchase tree etc from Scotsdales, request Andy Prentice to quote for wall and also request return of original piece of slate from Paintins. Clerk also to obtain quote for wall from Andy Daines.

105/09 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) **Decision:** The minutes of the Planning Sub-Committee meeting held on the 14th April 2009 were agreed to be a correct record and then duly signed by the Chairman.
- c) There were no items to be discussed for the Planning Sub-Committee meetings scheduled on both 27th April and 11th May 2009.

106/09 REPORT FROM VILLAGE HALL MANAGEMENT COMMITTEE

Information: Kitchen cupboards need to be emptied. Refurbishment of kitchen to commence on 8th June 2009. Further members of VHMC Process committee to be appointed at the AGM on 5th June 2009.

107/09 HIGHWAYS

Information: Clerk reported the following: -

Village Green Culvert Works – Clerk reported she had received a number of complaints from residents concerning the work that still had not commenced, despite the high fencing being erected on the Green in March. Chairman had contacted consultants and payment for project has now been authorised. Issues with contract resolved and notice for traffic management to be signed off for beginning of June. **Decision:** Agreed dissatisfaction that work still not started which was scheduled to begin in August 2008. **Action:** Clerk to formally complain to ECC Highways.

108/09 FOOTPATHS

No Report

109/09 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) **Decision:** The minutes of the Finance Sub-Committee meeting held on the 14th April 2009 were agreed to be a correct record and then duly signed by the Chairman.

110/09 DISTRICT COUNCILLOR'S REPORT

Information: Mr Collar reported the following:-

- a) The River Colne Countryside Project was a joint project in Colchester and Halstead areas. Colchester decided to no long fund project so work stopped. BDC agreed to fund project in Halstead area.
- b) **Action:** Clerk to circulate copy of River Colne Annual Report to members.
- c) BDC agreed annual budget of £120,000 Halstead Area Committee.

111/09 ITEMS FOR INFORMATION

- a) *Clerk's report* – A brief outline of items highlighted on the attached report was given to members.
- b) *Incidents Report*: -
- i) On 3rd May 2009 the Recreation Ground was vandalised. The cricket screen, basketball nets and goal posts broken. Incident report to police.
 - ii) On 10th May 2009 two horses were roaming loose and were finally caught in fields in Steeple Bumpstead Road. Police assisted with incident.

Meeting closed at 21.45hrs.

112/09 NEXT MEETINGS

Planning Sub-Committee:	Tuesday 26 th May	at 19.15hrs.
Planning Sub-Committee:	Monday 8 th June	at 19.30hrs.
Full Parish Council:	Monday 8 th June	at 20.00hrs.

Jane Catchesides – Vice-Chairman

For further information regarding these minutes, please contact: -

*Mrs Terri Freight – Helions Bumpstead Parish Clerk & Responsible Financial Officer
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Abbreviations: -

PC – Parish 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

