

**MINUTES of HELIONS BUMPSTEAD PARISH COUNCIL MEETING
held on
MONDAY 13th JULY 2009**

132/09 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	Yes
Dr. M. Lawfield	Parish Councillor	Yes
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 P Noakes	Village Hall Management Committee Membe	Yes
Mrs M. Walker	Village Hall Management Committee Membe	Yes
Darren and Derrell King	Parishioners	Yes
Mr M. Catchesides	PPU Representative	Yes

133/09 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.

134/09 APOLOGIES FOR ABSENCE

Mrs Purdie

135/09 MINUTES

The minutes of the Parish Council meeting held on the 8th June 2009 were agreed to be a correct record and then duly signed by the Chairman.

136/09 DECLARATIONS OF INTERESTS

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

Mrs Catchesides and Mr Moore declared their personal interests in item 142/09, as they are members of the Village Hall Management Committee. Mr Freight declared his personal interests in items 140/09 and 142/09 as he is the appointed contractor for both projects.

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.

137/09 PUBLIC QUESTION TIME

Information: Daren and Derrell King from Helions Farm informed members of changes in their proposed development. Negotiations with BDC to undertake project in two phases but keep same design. New planning applications to be submitted. Copies of proposed artist impression of revised plans circulated to members (copies attached).

138/09 REPORT FROM PARISH PLAN UPDATE WORKING PARTY

Information: Mrs Catchesides reported the following:-

Disappointing lack of support at PPU public launch meeting on 29th June 2009, which was attended by approximately 9 residents plus members. Overall, Report received good reviews. Concerns arose on graphic designer's costs being over budget and no formal quote obtained. Chairman stated he was proud of publication. Very positive feedback has been received from RCCE. Minutes of meeting not completed. **Action:** Mrs Catchesides to place a summary article in September issue of village magazine and Clerk to complete minutes for approval at next PC meeting.

139/09 PURCHASE OF EMERGENCY PLAN EQUIPMENT

Information: Clerk proposed purchase of large first aid kit, elastic bands and labels to be kept centrally as part of emergency kit. **Decision:** Agreed not to purchase first aid kit. **Action:** Mr Rowson to obtain elastic bands and Mr Noakes labels.

140/09 WAR MEMORIAL PLAQUE

Information: Wall erected and plaque positioned. Members were very pleased with the quality of the work. Mr Freight advised to avoid trip hazard, paving slabs needed to be laid on the ground in front of memorial plaque to be level with car park curb. Paving also necessary in gap between gate and fence next to driveway. **Action:** Mr Noakes to provide paving slabs for Mr Freight to lay.

141/09 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 for both 8th and 22nd June.

142/09 REPORT FROM VILLAGE HALL MANAGEMENT COMMITTEE

Information: Mr Noakes and Mrs Walker reported that the Kitchen refurbishment going well and the following work completed:-

- a) Asbestos floor removed and replaced.
- b) Walls lined and painted.
- c) Majority of cupboard units erected.
- d) White goods ordered – awaiting delivery.

- e) New electric cable and circuit board fitted with connection being undertaken this Wednesday.
- f) Windows to be fitted this weekend.
- g) Island being constructed.
- h) Additional parts having to be ordered as delivered kitchen units incomplete from B&Q. Return and refund on both the oak work top and other excessive items received will be organised at the end of project.
- i) The management committee to decide on purchase of type of dishwasher. A separate water pump, injector or water softener needed for industrial unit and therefore process committee will recommend domestic dishwasher.
- j) Bamboo work tops ordered and will be oiled for a natural finish.
- k) Project to be completed within the next two weeks.

Fete went very well. Awaiting final figure of funds raised.

143/09 HIGHWAYS

Information: Clerk reported the following: -

Village Green Culvert Works – No further progress as dispute between ECC Highways and the contractor.

144/09 FOOTPATHS

Information: Dr Lawfield reported the following:-

- a) FP behind Breton Cottage needs to be sprayed off. Sign in the wrong location.
- b) Fitted wire mesh to bridges on FP's 5 and 61.

145/09 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.
 - v) Cheque List.
 - vi) Bank reconciliation.
- b) Additional Fidelity Insurance cover obtained for up to £12,000 at no extra cost to premium.
 - c) Financial records and Annual Report for 2008/9 forwarded to internal auditor.

146/09 DISTRICT COUNCILLOR'S REPORT

Information: Mr Collar reported the following:-

- a) Attended the Economic Development and Transportation Partnership Board meeting tonight.
- b) At Halstead Local Committee meeting on 15th June no decision was made on which type of projects would be funded. Item carried forward to full Council meeting.
- c) Attended RCCE Parish Agents Conference. 12 Agents to be appointed for two year trial period.

- d) At the recent Steeple Bumpstead Flood Watch meeting residents of Broad Green unhappy that their area not being included in the flood prevention scheme. Environment Agency has only made provisions for centre of the village.
- e) Forwarded a copy of the River Colne project and Witham Industrial Watch publications.
Action: Clerk to circulate to members.

147/09 ITEMS FOR INFORMATION

- a) *Clerk's report* – A brief outline of items highlighted on the attached report was given to members.
- b) *Village Of the Year Competition* - At the Annual General Meeting of RCCE held on 9th July, Helions Bumpstead was awarded the Ruggles-Brise Trophy for the Best Kept Village in Class 4, and were also placed third in the Village of the Year Competition. The Chairman congratulated all those involved.

Meeting closed at 21.15 hrs.

148/09 NEXT MEETINGS

Planning Sub-Committee: Monday 27th July at 19.30hrs.
Planning Sub-Committee: Monday 10th August at 19.30hrs.
Full Parish Council: Monday 10th August at 20.00hrs.

J. M. Rowson – Chairman

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

PC – Parish Council
council

ECC – Essex County Council

BDC – Braintree District

FP – Footpath

LDF – Local Development Framework
Update
VHMC – Village Hall Management Committee
Hrs – hours
RCCE – Rural Community Council of Essex

PPU – Parish Plan
EA – Environment Agency
ROW – Rights Of Way