HELIONS BUMPSTEAD PARISH COUNCIL
MINUTES of the PARISH COUNCIL MEETING held on
Monday 8th October 2018

RECORD OF ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Catchesides</td>
<td>Chair</td>
<td>Yes</td>
</tr>
<tr>
<td>Sue Kehr</td>
<td>Vice-Chair</td>
<td>Yes</td>
</tr>
<tr>
<td>Neville Nicholson</td>
<td>Parish Councillor</td>
<td>Yes</td>
</tr>
<tr>
<td>Judy Howard</td>
<td>Parish Councillor</td>
<td>Yes</td>
</tr>
<tr>
<td>Sue Cunningham</td>
<td>Parish Councillor</td>
<td>Yes</td>
</tr>
<tr>
<td>Chris Brown</td>
<td>Parish Councillor</td>
<td>Yes</td>
</tr>
<tr>
<td>Nigel Turner</td>
<td>Parish Councillor</td>
<td>Apologies</td>
</tr>
<tr>
<td>Diana Garrod</td>
<td>District Councillor</td>
<td>Apologies</td>
</tr>
<tr>
<td>David Finch</td>
<td>County Councillor</td>
<td>Apologies</td>
</tr>
<tr>
<td>Cathryn Carlisle</td>
<td>Parish Clerk &amp; Responsible Financial Officer</td>
<td>Yes</td>
</tr>
<tr>
<td>Members of the public</td>
<td></td>
<td>None</td>
</tr>
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18/200 Apologies for Absence
CC Finch
DC Garrod
Cllr Turner

18/201 Members’ declarations of interest
Shareholders of the Three Horseshoes Cllr Catchesides; Cllr Cunningham; Cllr Howard
Cllr Nicholson; Cllr Kehr;
HBVHMC Cllr Catchesides; Cllr Sue Kehr;

18/202 Public Forum
No members of the public present.

18/203 Minutes of the Council Meeting held on 10th September 2018 were signed as a true record of the meeting.

18/204 Finance Report
Payments

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
<th>Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>18/204.1</td>
<td>£293.15  Cathryn Carlisle Clerk’s Salary</td>
<td>BACs</td>
<td></td>
</tr>
<tr>
<td>18/204.2</td>
<td>£47.36   E-on Lighting</td>
<td>D/D</td>
<td></td>
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<tr>
<td>18/204.3</td>
<td>£19.99  BT Telephone</td>
<td>D/D</td>
<td></td>
</tr>
<tr>
<td>18/204.4</td>
<td>£19.99  Cathryn Carlisle Expenses</td>
<td>BACs</td>
<td></td>
</tr>
<tr>
<td>18/204.8</td>
<td>£90.00  Malcolm Cox Maintenance</td>
<td>101754</td>
<td></td>
</tr>
<tr>
<td>18/204.9</td>
<td>£19.20  Martin Catchesides Mag Dist</td>
<td>101755</td>
<td></td>
</tr>
<tr>
<td>18/204.7</td>
<td>£360.00 PKF Littlejohn Audit</td>
<td>101753</td>
<td></td>
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Payments were approved for payment, The Clerk and Cllr Kehr have tried doing the payments by BACs and this seems to work, The Clerk prepared the payments and put them through for authorisation, Cllr Kehr went into the Bank Account and authorised them. Cllr Howard and Cllr Cunningham checked the invoices prior to the meeting.
18/204.5  Month Bank Statement and Monthly Budget Form
The Clerk sent out the monthly budget and Bank reconciliation prior to the meeting.

18/204.6  Working Sheet for 2019/20
The Clerk sent out a draft proposal for Cllrs to look at. The Clerk suggested that the council has a Finance Budget meeting before the November meeting.

18/204.7  External Auditors report
PKF Littlejohn had sent a limited response to the External Audit, they haven't yet finished the audit.

18/205  Clerk’s Report
The Clerk reported that she had managed to find a Handy Man who will take on both the Handy Man work and the Village Maintenance.

18/206  District Councillor’s Report
No report

18/207  County Councillor’s Report
No report

18/208  Reports from Councillors with Matters affecting the village
Cllr Brown remarked on the amount to stacking aircraft in the skies above Helions Bumpstead.

18/209  Highways Issues
It was suggested that the Council ask highways what they expect the Parish Council to do, with regards to the Devolution Pilot Scheme.

18/210  Footpath review update
Cllr Cunningham said Thank you to the Clerk for all her hard work, footpath no 11 has now been cut. This footpath hasn’t been cleared in years.

18/210.1  Footpath Map Review
The Council are still working on the Front Cover.

18/211  Helions Bumpstead Village Hall
No Report

18/212  Helions Bumpstead Recreation Ground
The Council decided that Cllr Kehr, Cllr Catchesides and the Clerk meet with Cllr Turner to discuss the PTT.

18/213  Three Horseshoes Pub
The Conveyance has started.
The 1st AGM will take place on 20th October at 10am in the Village Hall.
18/214 Village Enhancement
   18/214.1 To discuss village repairs
   Cllr Brown and Cllr Kehr both have some Grasscrete to use in the entrance to the
   Recreation Ground.
   The Seat by the Phone Box needs taking down, There are 2 seats on the footpath
   between Drapers Green and Sages End Lane that need replacing.

18/215 Items for information and inclusion on next meeting’s agenda
   Register the Recreation Ground Land

18/216 Date of the next meeting
   12th November 2018

18/217 Meeting Closed 8.20 pm

Signed................................. Dated..........................................

Clerk to the Council:- Cathryn Carlisle
Herkstead Green Bungalow Cornish Hall End Braintree Essex CM7 4HH
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Email: helionsb.pc@gmail.com