

**MEETING OF BIRCHANGER PARISH COUNCIL HELD IN THE  
CHURCH HALL BIRCHANGER ON Tuesday 7<sup>th</sup> July, 2009  
AT 7:45 pm**

**PRESENT:** P. Hoy – Chairman  
J. Peachey – Clerk  
M. Davy  
J. Devine  
L. Pocklington  
K. Wheatley  
Mr. Pocklington – member of the public

**APOLOGIES:** E. Godwin, D. Holder, A. Kent, K. Roberts PCO

<p><b><u>26) MINUTES</u></b></p> <p>On 17b – re: footpaths 8 and 11 behind Highview – it was suggested it should read. ‘‘It was noted that a resident has filled in a ditch and <u>dug a trench</u> to move the boundaries on his land. Under heading 15 on Finance the heading should read June not April. There being no other matters the minutes were formally proposed by MD and seconded by LP and were signed accordingly as a true and accurate record.</p>	
<p><b><u>27) DECLARATION OF INTERESTS</u></b></p> <p>KW declared his interest as member of SSE</p>	
<p><b><u>28) TIME FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL</u></b></p> <p>No comments were made.</p>	
<p><b><u>29.) MATTERS ARISING</u></b></p> <p>Letter received from Sonia Williams (enforcement) dated 3<sup>rd</sup> June 09 stating that further to our letter of 13<sup>th</sup> January I am writing to advise you that an investigation into the alleged breach of planning control at the above property has taken place and can confirm the bridleway gates have now been reinstated and the matter is considered closed.. Title Ref: Alleged breach of planning control, Bridleway Gates Removed, Land adjacent to 54 Birchwood Birchanger.</p>	

<p><b><u>30.) PLANNING</u></b></p> <p>A) Gypsy Census – there were none to report.</p> <p>B) UTT/0762/09/FUL – 99 Birchanger Lane - Erection of single storey front extension and Porch – plans were reviewed – clerk to report no objections were received.</p> <p>C) Letter received from UDC about an alleged breach of planning control at The Old Bell Hotel, Pines Hill Stansted – nature of complaint – Flower sales and related signs in local area. Enforcement looking into it.</p>	JAP ✓										
<p><b><u>31.) FINANCE</u></b></p> <p><b><u>CHEQUES SIGNED BETWEEN JUNE MEETING AND TODAY</u></b></p> <table data-bbox="256 724 1161 793"> <tr> <td>Birchanger Church Hall</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>Printer, photocopier for clerk</td> <td style="text-align: right;">£158.87</td> </tr> </table> <p><b><u>Direct Debits and Standing Orders For July 2009</u></b></p> <table data-bbox="256 861 1161 966"> <tr> <td>Powergen/e-on energy – Street lighting</td> <td style="text-align: right;">£31.41</td> </tr> <tr> <td>Direct Debit – J. Peachey (Clerks salary)</td> <td style="text-align: right;">£259.75</td> </tr> <tr> <td>Direct Debit – A. J. Lighting</td> <td style="text-align: right;">£33.38</td> </tr> </table> <p>Clerk pointed out anomaly with A. J. Lighting billing receipts. Whilst conducting the audit it was confirmed that £33.38 per month had been paid out to Just Lamps for the past financial year (same as has been minuted and on bank statements). Clerk noted that the billing/invoicing statement from A. J. Lighting was inconsistent to this amount.</p> <p>Clerk phoned Andy (A.J. Lighting) on 18/06/09 who confirmed there has been billing problems with his company. The Just Lamps account is no longer under his control and he would be appreciative if we could cancel existing standing order and make payments to the new account he has since set up for the new amount of £37.54</p> <p><b>A pro-forma was produced and it was agreed it was in order for this to be signed to change amounts.</b> Clerk to go to bank and get standing order changed. .</p> <p>Councillors agreed that the amount should be changed as we are happy with Andy’s services. Clerk suggested she write a letter to Andy of A. J. Lighting asking Andy to sign and return a copy. We can then leave this in the finance file. Also it will just clarify with Andy that we won’t be involved with any disputes with Just Lamps new owner. Clerk does not think this would be an issue as Andy apologetic and has not suggested we would be involved. It will also help highlight that we will not be back-paying any money either. Copy of incorrect invoice and letter to go to Jayne Devine</p>	Birchanger Church Hall	£60.00	Printer, photocopier for clerk	£158.87	Powergen/e-on energy – Street lighting	£31.41	Direct Debit – J. Peachey (Clerks salary)	£259.75	Direct Debit – A. J. Lighting	£33.38	<p>JAP ✓</p> <p>JAP ✓</p> <p>JAP ✓</p>
Birchanger Church Hall	£60.00										
Printer, photocopier for clerk	£158.87										
Powergen/e-on energy – Street lighting	£31.41										
Direct Debit – J. Peachey (Clerks salary)	£259.75										
Direct Debit – A. J. Lighting	£33.38										

<b><u>CHEQUES TO BE SIGNED AT JULY 7<sup>th</sup> MEETING</u></b>	
EALC Councillor Training Day – (L P) 07/07/09	£54.00
EALC Budget and Precept course (JD & JAP) 17/07/09)	£68.00
Ace of Spades Grass cuts x 2 in May	£161.00
CPRE – subscription	£29.00
Clerks broadband and office rental	£45.00
P. Eldred cleaning of recreation and bus shelter	£80.00
Petty Cash	£40.00
CVSU subscription	£10.00
Ace of Spades Grass cut x 2 in June	£161.00
Clerks increase for this month below	£51.95 to be agreed
<p>AGREE CLERKS HOURS SHOULD BE CHANGED FROM 25 to 30 HOURS A MONTH. AS FROM 1<sup>st</sup> JULY –(on EALC SCP 24 new total per month £311.70</p> <p>P. Hoy wants to make sure the clerk is paid appropriately, so said he would be doing a later review with the aid of the EALC. Joy Sheppard (EALC’s Chief Executive Officer) reported that when these are done they have never had a case where the clerk’s salary has gone down. Time sheets could be helpful if this were looked at in the future for budgeting and precept. .</p> <p>The rest of the councillors were consulted and it was agreed that the five extra hours were a warranted extension to the clerk’s salary and that it was in order for the pro-forma to be signed. LP commented that the clerk was worth every penny. The clerks revised salary pro-forma was then signed accordingly. Clerk to take new standing order form into bank</p>	
<p><b><u>MONIES RECEIVED &amp; BANKED</u></b></p> <p>J. Wilton – £16.00 - double allotment S. McIntyne – £16.00 – double allotment</p>	
<b><u>32 OPEN SPACES</u></b>	
<b><u>A) Highways and Trees</u></b>	
<p>Clerk has written re: roundabout but has had no direct response. PH said to write again stating that the roundabout had been agreed a couple of years ago and when is it going ahead.</p>	
<p>Birchanger Lane temporary road closure prohibition. Scheduled between the 12<sup>th</sup> July 2009 and 30<sup>th</sup> September 2009. From the junction with the A120 roundabout northwards to the junction with Harrisons, a distance of approximately 1500 metres (approx 3 weeks). Access will be maintained for emergency service vehicles, residents and visitors all times during the closure. Clerk to speak to ECC to make sure they are putting signs up on our pinboards.</p>	

JAP ✓

JAP ✓

JAP ✓

<p><b><u>B) Footpaths – L. Pocklington</u></b></p> <p>Problems with footpaths were reported earlier in the month and response was received that they are on a scheduled list and that all the footpaths would be done at once. There is some frustration as the paths are quite overgrown now. Clerk said she will call again as we would at least like some sort of time frame to know when they will be done.</p> <p><b><u>C) Street-Lighting</u></b></p> <p>Clerk commented that Ann had reported one at Duck End – it was decided that we should leave this one for the time being as there do not appear to be any others to date and it is still quite light at the moment.</p>	JAP ✓
<p><b><u>33 RECREATION AND ALLOTMENTS – GLEBELAND</u></b></p> <p>No response from Strutt &amp; Parker – ref: providing us with copy of original lease.</p> <p>Clerk confirmed that she had sent out an allotment rules and regulations sheet to all current allotment holders. She has also spoken with David Holder about setting a standard size for an allotment. DH very kindly said he would see if he could measure and work out a standard plot.</p> <p>A list of allotment holders who have paid to date has also been forwarded to DH. Clerk to copy JD for her financial records.</p>	DH/JAP JAP ✓
<p><b><u>34 PUBLIC SAFETY</u></b></p> <p>No Councillors attended the neighbourhood watch meeting last night. PH highlighted scam of cash machines being used for fraudulently obtaining bank cards and that you can sometimes feel that an attachment has been added onto the cash machine which is possible to remove and get your card back.</p>	
<p><b><u>35 TRAINING</u></b></p> <p>MD has attended the planning course LP has attended councillors course JAP and JD to attend budget and precept course on 17<sup>th</sup>. Clerk to organize some feedback sheets as we need to do this on an ongoing basis for future quality council purposes.</p>	JAP ✓
<p><b><u>36. HEALTH SERVICES</u></b></p> <p>There was nothing to report.</p>	
<p><b><u>37 TRANSPORT</u></b></p> <p>Concerns with the buses. The service is often late on the school runs and drivers are occasionally unaware of the route. We need to liaise with AK to see</p>	

<p>if there is anything we can do about this.</p> <p>Concerns about the size of buses used during the road closure and the size of dustcarts during the road closure were noted. Clerk to speak to ECC. (This resulted in a meeting with Highways, MD &amp; EG who were around at the time)</p>	JAP ✓
<p><b><u>38. STANSTED AIRPORT</u></b></p> <p>Public Inquiry deferred – nothing will happen on this until the appeal outcome is known and this will take about a year.</p> <p>The Noise Action Plan Consultation is being dealt with by Ken Wheatley</p> <p>Clerk reported that helicopter noise complaints should still be reported either through the stop stansted website on their official form or on the SSE Aircraft Noise and Track Keeping number 0800-243-788</p>	
<p><b><u>39. CORRESPONDENCE/ANY OTHER BUSINESS</u></b></p> <p>ECC order for a disabled badge holder to have designated parking. This is from the southern property boundary of number 74, north for a distance of approx. 4.22 metres. Order came into effect as from 29 June 2009</p>	
<p><b><u>40 ANY OTHER BUSINESS</u></b></p> <p>Clerk pointed out that the Council had obtained Quality Status and our file had been reviewed by the panel and passed.. Clerks meeting with Alison East from EALC Dunmow also acted as a good exercise to look at some of our strengths and weaknesses. Areas such as detailing more financial record in the chairman’s report and making sure the website is always accessible came to light. Clerk will draw up a more comprehensive list – as we need to make sure we are fulfilling certain criteria on an ongoing basis – as when it is time for quality status renewal much will be providing retrospective evidence. Also please let Clerk know if there are ways we can make improvements as feedback always helpful. We won points on our parish plan and questionnaires – which were good examples for other councils.</p> <p>Ray Gooding has been contacted by Stansted Parish Council who wish to meet with Birchanger PC and an officer to discuss the S106 agreements for the Rochfords site. Meeting to be arranged.</p>	JAP ✓
<p><b><u>41. CHAIRMANS ANNOUNCEMENTS AND PRESS RELEASES</u></b></p> <p>There being no other matters to discuss the meeting closed at 9.15 pm. The next monthly council meeting will be on the 1<sup>st</sup> Tuesday in August or September. There is not usually a meeting in August however it will be dependant on what comes in on the post so meeting date to be confirmed.</p>	