

Draft Minutes of Birchanger Parish Council meeting
held on Tuesday 1st April 2025 at 7.30 pm.
In Birchanger Village Hall

Present:

Angie Driscoll (AD) - Chair
George Taylor (GT)
Peter Sampson (PS)
Keith Edgeworth (KE)
Linda Pocklington (LP)
Geof Driscoll (GD)
Sally Taylor (ST)

0 members of the public
Keith Williams (KW) – Parish Clerk

1339. Chairman's Welcome

The Chairman welcomed all those present.

1340. Apologies for Absence

Cllr Ray Gooding (RG)

1341. Declarations of Interest

GD as District Councillor for another ward.

1342. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

1343. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 4th March 2025 had been previously circulated. They were agreed as a true and accurate record and will be duly signed by the Chair.

1344. Planning

There were no planning applications to consider.

1345. Financial Regulations update

GT had been considering the new regulations. It was agreed that, with regard to the requirement for 3 quotes, the words "wherever possible" would be added. It was recognised that it is not always possible to obtain more than 1 quote. Reference to the parish clerk obtaining the quotes would be removed. GT will finalise his suggestions and circulate the Regulations.

1346. War memorial

GD has not yet received a quotation for the repair/renovation work from Monumental Masons. Mark Taylor has made some suggestions and believes he should be able to carry out some of the repairs himself. He has suggested cutting back some of the trees. It was agreed that GD should ask

Mark for a quotation. He will also contact the Church Warden regarding cutting back the trees. He is still looking into this. He suggests leaving registration of the memorial until repairs have been completed.

1347. Donation request from Buffy Playbus

Before deciding on a donation the parish clerk is to ask for the schedule of dates that the bus is due to visit Birchanger and how many children normally use the bus.

1348. Village Sign

The sign has been taken down and taken to the repairers in Norfolk for renovation.

1349. Village Green

A letter has been received from solicitors representing Mrs Christine Dobbs. The council agreed that legal advice should be obtained regarding future action.

1350. VE Day

The designated day is 08/05/2025. The parish council has purchased a VE Day flag which will be raised at 09.00am. Birchanger Club will be lighting a beacon at 9.30pm.

1351. Finance

a. Account Balances (already circulated).

Noted

b. Invoices and payments for approval.

Approved

1. Account Balances b/f 28th February 2025

Unity Trust Bank	23217.19
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2. Payments due for March 2025

Ace of Spades	already paid	249.60 (grass cutting February 2025)
Npower	DD	218.43 (electricity for February 2025)
GWB Horticulture	already paid	828.00 (clearance at allotment site)
A&J Lighting	SO	45.90 (lighting maintenance)
Payroo	Online	6.00 (payroll expenses Feb 2025)
TBS Hygiene	Online	142.56 (dog bin emptying)
TBS Hygiene	Online	35.64 (balance of dog bin emptying)
Ken Wheatley	Online	265.47 (computer support and hosting)
Play Inspection Co	Online	108.30 (recreation ground inspection)
Geof Driscoll	Online	70.34 (diesel for van)
Chelmsford Diocese	SO	370.00 (Glebeland rent)
Angie Driscoll	Online	67.20 (VE Day flag)
Keith Williams	Online	540.13 (salary for March 2025)
HMRC (Keith Williams)	Online	135.00 (PAYE for March 2025)
Keith Williams	Online	20.00 (office rent for March 2025)
Unity Trust Bank	DD	6.00 (service charge)

<u>Total payments for March 2025</u>	<u>3108.57</u>
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20108.62

Allotment rent

00.00

Account Balance @ 31/03/2025
[2025/316]

20108.62

Notes: The payment to HMRC was made by the parish clerk and is being reimbursed.

1352. Allotments/Recreation Ground

Recreation Ground

HAGS has now provided a quotation of £24378 to provide all the replacement equipment. This cannot be financed from existing council funds. The council will therefore look into obtaining grants to finance the work. GT will investigate various potential sources.

The Play Equipment report has been received. Most items in the report refer to low-risk suggestions. One item is designated as “moderate risk” but this is on a list to be replaced.

Allotments

LP met with Jay Leavers (JL) who submitted a report for work to carry out at the site and JL has been instructed to proceed.

1353. Reports from County and District Councillors

None.

1354. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 20.35.

[2025/317]