

**Minutes of Birchanger Parish Council meeting
held on Tuesday 2nd June 2015 at 8pm.
in Birchanger Village Hall**

Present: Angie Driscoll – Chair (AD)
Elizabeth Godwin (EG)
Michelle May (MM)
Maria Davy (MD)
Linda Pocklington (LP)
Ken Wheatley (KW)
Sandy Dowle (SD)
Alex Stewart (AS)

Ray Gooding (RG) County Councillor
Terry Farthing (TF) District Councillor
Thom Goddard (TG) District Councillor

Keith Williams (Parish Clerk)
1 member of the public

014. Chairman’s Welcome

The Chairman welcomed all those present.

015. Apologies and Reason for Absence

Apology from Matt Zych who was delayed at work.

016. Declarations of Interest

EG declare that her husband is a former partner/director of THP.

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

Members of the public made no representation to the council.

Councillor Terry Farthing introduced himself as our District Councillor whose brief is housing, airport and highway rangers.

Councillor Thom Goddard introduced himself as our District Councillor whose brief is sport.

018. Minutes of the last meeting

The minutes of the last meeting held on Tuesday, 12th May, 2015 were agreed as a true and accurate record with no amendments, and signed by the Chairman.

019. Recreation Ground Working Group/Allotments – Glebeland

LP had circulated her main report prior to the meeting. (See report attached).

The Parish Clerk advised that he had received a letter from Debbie Crouch asking that her remuneration be increased from £80 per quarter to £160 per quarter. LP pointed out that she had been doing extra work. AD noted that there had been no increase for many years. The Parish Clerk confirmed that she had not been paid yet for the quarter ending 31st March 2015.

AD proposed that the remuneration be increased to £160 per quarter. This was agreed unanimously.

AD proposed that the increase should be back dated to January 2015. This was agreed unanimously.

LP raised the issue of picnic tables and benches for the recreation ground. The Parish Clerk was asked to investigate prices.

020. Highways

SD had circulated her main report prior to the meeting. (See report attached).

KW confirmed that the light at Duck End had been repaired.

LP raised the issue of overgrown footpaths and bridleways. The Parish Clerk reiterated that this was on the list to be undertaken in June as part of the annual procedure but that the precise date could not be given.

AS suggested looking into the installation of rumble strips on the approach to Duck End from A120.

AD had received two emails from Rissa Long, Highways Liaison Officer.

First one was asking for confirmation of where we would like the 3 new streetlights installed, which AD confirmed, which existing lights needed upgrading, to which AD suggested someone qualified came out and checked, and that the council wished the new columns to be the same or very similar to the existing columns, which AD confirmed.

The second email contained 2 photos of Birchanger Lane and asked AD to confirm that these were of Bradley Common and the lane going down towards no. 211, where we had requested a dead end sign. RL said it may be difficult to find a suitable space close enough to the Bradley Common bend for a road narrows, or similar sign, to be erected. RL suggested that funding would need to come through the LHP route but that their budget for this year had been used up.

RL updated on the situation around the Churton bend footpath. Highways are trying to get permission from the builders, Hampstead Homes, who it would seem still own the grass verge, to install a footpath.

021. Planning

There were no planning applications to discuss.

The Terms of Reference for the Planning Committee were agreed. It was also agreed that planning applications would normally be discussed at a full council meeting, and that the Planning Committee would only meet as and when considered necessary.

022. Finance

- a. Account Balances** – as previously circulated
- b. Invoices and Standing Orders** for payment - as per schedule previously circulated

In the absence of MZ it was agreed to defer discussion regarding the invoice from THP until the next parish council meeting.

023. Councillors to agree to agendas and minutes being sent by email.

This was agreed unanimously.

024. Update of Parish Plan

EG reported on the meeting of the Parish Plan working party committee. A draft questionnaire had been produced and was shown to councillors. KW will look at the questionnaire and make some suggestions which he will email to EG. The working party would hope that the questionnaire, when approved, would be distributed to all households in the Village. There was a discussion about the costs of printing the eventual plan. KW suggested that it be published on the website which would make distribution unnecessary. MM suggested that a small supply could be printed using a home computer and shop-bought bindings.

025. Assets of Community Value

The Parish Clerk was asked to commence applications for the following village amenities to be added to the register.

The Three Willows public house
The Birchanger Sports and Social Club
The Birchanger Sports and Social Club fields
The Village sign

026. Agree and sign the annual audit return

The audit return was duly signed by the Chairman.

027. Closure of meeting

There being no further matters to discuss, the meeting closed at 9.01pm.