

**Draft Minutes of Birchanger Parish Council meeting
held on Tuesday 2nd June 2026 at 7.30 pm.
In Birchanger Village Hall**

Present:

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

Cllr Ray Gooding (RG)
Keith Williams (KW) – Parish Clerk

1502. Chairman's Welcome

The Chairman welcomed all those present.

1503. Apologies for Absence

Sally Taylor (ST)
Geof Driscoll (GD)

1504. Declarations of Interest

None

1505. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

1506. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 5th May 2026 had been previously circulated. The minutes were agreed as a true and accurate record and were duly signed by the Chair.

1507. Planning

There were no planning applications to consider.

UDC have refused the travellers to have S73 application condition 9 removed regarding the installation of a footway.

1508. City and Country

The applications UTT/25/3011/OP and UTT/25/3012/OP will be heard by UDC Planning Committee on 10th June 2026.

1509. Finance

**a) Account balances
Noted.**

b) Invoices and payments for approval

**BIRCHANGER PARISH COUNCIL
FINANCE AND PAYMENTS SCHEDULE FOR MAY 2026**

1. Account Balances b/f 30th April 2026

Unity Trust Bank	<u>25542.61</u>
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2. Payments due for May 2026

Ace of Spades	Online	249.60 (grass cutting April 2026)
A&J Lighting	SO	45.90 (lighting maintenance)
Npower	DD	168.58 (electricity for April 2026)
TBS Hygiene	Online	249.60 (dog bin emptying)
Payroo	Online	6.00 (payroll expenses for April 2026)
A & J Lighting	Online	70.20 (Annual maintenance and light repair)
Keith Williams	Online	557.40 (salary for May 2026)
HMRC (Keith Williams)	Online	181.37 (PAYE for May 2026)
Keith Williams	Online	20.00 (office rent for May 2026)
Unity Trust Bank	DD	7.00 (service charge)
Gallagher	Online	2084.21 (renewal of council insurance)
Total payments for May 2026		<u>3639.86</u>

Precept	0
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Allotment income	130.00
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Account Balance @ 31/05/2026	<u>22032.75</u>
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Notes: The payment to HMRC was made by the parish clerk and is being reimbursed.

1510. Allotments/Recreation Ground

Recreation Ground

Repair to swings

1. Repairs have not yet commenced. There are concerns that the private individual who was approached would understandably not have public liability (PL) insurance. It was agreed that the PC should check and, if necessary, employ a professional company who would have PL insurance.
2. The football nets have been ordered. PS and KE offered to erect the nets.
3. There has been no further progress in obtaining grants.

Allotments

- 11 plots are currently occupied with 9 vacant.
- One former plot holder has been given 30 days notice to clear their plot.
- PS will ask the editor of the Village Magazine to put an entry in the next edition to publicise the availability of the vacant plots.
- A tap had been left running. A tap lock has now been fitted.

[2026/351]

1511. Re-design of website

- ST and PS have met with Ken Wheatley (KWY) and have agreed a general style for the new website. KWY has commenced the design work. The cost should not be more than £500. The PC agreed to a budget of £500 for the work. There should be an idea of the layout in about 6 weeks.
- PS has offered to maintain the website.

1512. Review of council committees.

It was agreed that the PC would only use Working Groups rather than Sub-Committees to consider issues. The Working Groups would report to the PC who will make any decisions. Terms of reference were agreed.

1513. Reports from County and District Councillors

Ray Gooding.

- RG was pleased to advise that he had been re-elected as an Essex County Councillor.
- Following the recent elections the new administration is now in place at Essex County Council.
- The new administration is proposing to cancel the Buddies operation with Essex Highways.
- Illegal parking operations for airport users have been discovered in Stansted. A meeting is being organised to discuss what appropriate action should be taken.

1514. Co-option of parish councillor

John Warwick had submitted his application which had been circulated to councillors. He was unanimously co-opted to stand as parish councillor. Unfortunately he could not be present at the meeting to sign the acceptance form. The parish clerk will be therefore make arrangements for the signing.

1515. Closure of meeting.

There being no further matters to discuss the Chairman declared the meeting closed at 20.25.

[2026/352]