

**Minutes of Birchanger Parish Council meeting
held on Tuesday 3rd March 2015 at 8pm.
in Birchanger Village Hall**

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

Keith Williams (Parish Clerk)
3 members of the public

100. Chairman’s Welcome

The Chairman welcomed all those present.

101. Apologies and Reason for Absence

There were apologies from Elizabeth Godwin, who is on holiday, and Ray Gooding, who is attending an Essex County Council meeting.

102. Declarations of Interest

KW declared an interest in the Village Magazine.

103. 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.

104. Minutes of the last meeting

The minutes of the last meeting held on Tuesday, 3rd February, 2015 were agreed as a true and accurate record, with two typing amendments in 94c, and signed accordingly.

105. Recreation Ground Working Group/Allotments – Glebeland

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

It was agreed to plant 8 pot-grown trees, with a height of approximately 12 feet, at a cost of £100 per tree, to include
purchase of trees
planting
protection

Action: The clerk will contact Jay Leavers and direct accordingly.

AS reported that Dave Debnam will carry out work when weather permits.

It was agreed and LP will carry out spraying to cover up the graffiti on the youth shelter.

LP had contacted Debbie Crouch to discuss her duties. MZ will contact DC to make arrangements for invoices.

Allotments: there are currently 13 plots paid for, 3 vacant and 2 awaiting payments from plot holders

106. Dog Bins

Responses are currently awaited from Birchanger Wood Trust and Uttlesford Highways regarding permission for siting of the dog bins.

107. Employment & Training

a. Update from Employment Committee

MD has been appointed Chairperson of the Employment Committee.

b. Sickness and Absence policy

The latest draft circulated by MD was adopted as council policy. KW will post this to the website.

c. Council training

Four modules of the 2 hour short course offered by EALC will be arranged. Cost for 9 councillors plus the parish clerk is expected to be £340. This was agreed.

Action: Clerk will contact EALC to confirm date availability.

108. Finance

a. Account Balances – as previously circulated

b. Invoices and Standing Orders for payment - as per schedule previously circulated

c. Donation to Village Magazine

An amount of £400 had previously been agreed and a cheque was given to KW.

Re: change of HSBC mandate, MZ said he now has sufficient forms and will action this. The NatWest account will be closed as soon as possible. It was suggested and agreed that the Barclays accounts be consolidated

109. Closure of Meeting

There being no further matters to discuss, the meeting closed at 20.50 pm. The next Council Meeting will be at 8pm on Tuesday 7th April 2015 in the village hall.