

Draft Minutes of Birchanger Parish Council meeting
held on Tuesday 6th May 2025 at 7.30 pm.
In Birchanger Village Hall

Present:

Angie Driscoll (AD) - Chair
Peter Sampson (PS)
Keith Edgeworth (KE)
Linda Pocklington (LP)
Geof Driscoll (GD)

1 member of the public
Cllr Ray Gooding (RG) (arrived late)
Keith Williams (KW) – Parish Clerk

1355. Chairman's Welcome

The Chairman welcomed all those present.

1356. Apologies for Absence

George Taylor (GT)
Sally Taylor (ST)

1357. Declarations of Interest

GD as District Councillor for another ward.

1358. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

1359. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 1st April 2025 had been previously circulated. They were agreed as a true and accurate record and were duly signed by the Chair.

1360. Planning

UTT/24/0642/FUL – Land South of Birchanger Lane

Appeal to be considered by PINS. The deadline for representations is 6th June.

The council will be drafting a response to this appeal.

UTT/24/1282/FUL – Land to North of Birchanger Lane

Application on agenda for next Planning Meeting.

This is to be considered by the Planning Committee tomorrow (7th May). AD will be speaking at the meeting. A decision is usually made the same day.

1361. Updates and reviews of Policy Documents

- a. **Financial Regulations – update**
Update noted and accepted.
- b. **Standing Orders – update**
Update noted and accepted.
- c. **Birchanger Grievance Procedure – review**
Review noted with no changes.
- d. **Birchanger Equal Opportunities Policy – review**
Review noted with no changes.

1362. War memorial

GD is still awaiting quotes for renovation work. GD has asked the Church about cutting back of the trees which overhang the memorial. Pam Lee will be inspecting the area at the time of the Church annual meeting in September, following which a decision will be made.

1363. Village Green

A response draft letter has been prepared by the Council's solicitors. The final version is to be agreed.

1364. Finance

- a. **Account Balances (already circulated).**
Noted
- b. **Invoices and payments for approval.**
Approved
- c. **Consider Section 1-Annual Governance Statement 2024/25**
The Council is satisfied that all requirements detailed in the statement have been met and the Chair and Parish Clerk duly signed the return.

1. Account Balances b/f 31st March 2025

Unity Trust Bank	20108.62
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2. Payments due for April 2025

Ace of Spades	Online	249.60 (grass cutting March 2025)
A&J Lighting	SO	45.90 (lighting maintenance)
EALC/NALC	Online	296.98 (affiliation fees)
Payroo	Online	6.00 (payroll expenses Mar 2025)
A&J Lighting	Online	150.00 (repair Bradley Common light)
TBS Hygiene	Online	158.40 (dog bin emptying)
Keith Williams	Online	540.13 (salary for April 2025)
HMRC (Keith Williams)	Online	135.00 (PAYE for April 2025)
Keith Williams	Online	20.00 (office rent for April 2025)
Unity Trust Bank	DD	6.00 (service charge)

<u>Total payments for April 2025</u>	<u>1608.01</u>
	18500.61

UDC Precept **12272.50**

Account Balance @ 30/04/2025 **30773.11**

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

1365. Allotments/Recreation Ground

Allotments

- Jay Leavers (JL) has advised LP that the work so far contracted has been carried out.
- LP met with Laura who advised that there is still further work to be done.
- JL has been working on the plots which have been allocated to people on the waiting list.

Recreation Ground

- GT has made enquiries with MAG about the possibility of obtaining a grant. He is currently awaiting a response. He will be looking at other potential sources of grants.
- The roundabout is out of commission and needs complete renovation. PS has enquired with two companies, HAGS and Sovereign, but both have declined to carry out repairs.
- It was agreed to await further quotes before deciding whether to repair or replace the roundabout.

1366. Reports from County and District Councillors

Cllr Ray Gooding (RG).

AD asked RG if he could arrange for Highways to carry out a traffic count on Birchanger Lane.

The Local Highways Panel is currently suspended. There is therefore a hold on most applications although some small applications may proceed. It can take up to 3 years for application approval, and the County Council will probably not exist then (due to the planned changes). The new administration would not be held to any decision made by the current Local Highways Board.

A new "U" turn sign has been requested for installation at the junction of Birchanger Lane and the A120.

RG has reported the problem with the drains just before Tot Lane in Birchanger Lane.

1367. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 20.07.

[2025/320]