

Bulmer Parish Council

Minutes of the ANNUAL MEETING OF THE COUNCIL (AGM) held on 18th May 2015 at the Village Hall, at 7.30pm

Present: Cllrs. Crome, Leigh, Buchanan, Fulcher, Morgan; DCllr. Scattergood; Mrs H L Fraser (Clerk); 5 members of the public.

1. Apologies for absence

Apologies had been received and accepted from Cllrs. Raymond and Ponty. The Chairman welcomed all present.

2. Approval of the minutes of the AGM held on 14th May 2014

Approval of the minutes was proposed by Cllr. Leigh and seconded by Cllr. Buchanan. All were in favour.

3. Election of Chairman 2015-6 – acceptance of office; Vice Chairman; Officers

Cllr. Crome was proposed as Chairman by Cllr. Leigh and seconded by Cllr. Buchanan. Cllr. Crome accepted the office for a 5th year, noting that he hoped councillors would continue to use email as much as possible. The following officers were also unanimously appointed: Planning & CMMC, Cllr. Leigh; Allotments & BVHMC, Cllr. Buchanan; Tree Warden, Peter Rowe; Litter Team, Barbara Rawlins (but would like to stand down soon – any suggestions happily received); Footpaths, Cllr. Raymond; Vice Chairman & Emergency Plan, Cllr. Fulcher.

The AGM duly concluded at 19.39pm.

THE PARISH COUNCIL MEETING FOLLOWED at 7.45pm:

The Chairman welcomed DCllr. Wendy Scattergood.

1. Declarations of interest (existence and nature, with regard to items on this agenda)

Cllr. Fulcher declared a non-pecuniary interest in the planning application at Bulmer Tye, item 8.

2. Approval of the minutes of the meeting held on 16th March 2015

Approval of the minutes was proposed by Cllr. Morgan and seconded by Cllr. Leigh, all were in favour.

3. Matters arising from the minutes

i) SID – update: The anti-race app has been installed, statistics have been downloaded twice and are now on the parish website. They are more informative than previous figures, a real benefit. There was a discussion as to whether the SID should be moved again. The Chairman is to investigate whether Highways would move it again.

ii) Noticeboard – update: The panels have been ordered and paid for, although there is a 4-week lead time. They may need to be fitted by a carpenter.

4. District Councillor Wendy Scattergood

DCllr. Scattergood introduced herself. She noted that she represents 10 villages and will do her best to attend meetings, as all seem to be on Mondays, and is happy to be contacted by email. She is also Chairman of Planning at BDC. There was a question about the the Old Police House, she confirmed this was under consideration at moment. She stated that she was generally not in favour of ribbon developments, but aware some villages need new houses to support their schools. DCllr. Scattergood then left the meeting.

5. Coe's Meadow report

The Fun Day is on 7 June. The Table tennis table is due shortly, the total cost will be £3000 including VAT and installation, plus mat around, and then the replacement logs will be put in at the entrance to the meadow. The willow arch will be overhauled soon. Help is needed for the Fun Day setting up on Saturday evening. A working party will be arranged before the inspection in November. The Stour Valley Volunteers will be here to cut the wildflower

areas on 2nd September. A general maintenance handyman is needed for Coe's Meadow – this will be advertised in What's On. The seesaw may need work, Cllr. Leigh is to send photos to the manufacturer.

6. Allotments report

3 plots are currently vacant, there has been some interest but the plots are too big for some people. Cllr. Buchanan will let the council know if plots need spraying or strimming.

i) Overgrown allotment – update: The Clerk was instructed to write a letter immediately to give one month's notice, including references to the tenancy agreement and the relevant legislation.

ii) Village Hall report: A report had previously been circulated. The hall is in excellent condition, but needs more use. The date of the Parish meeting is to be planned at same time as the years' meetings (December).

7. Clerk's report

i) Date of July meeting: The Clerk is now unable to make 20th July, it was agreed to reschedule to the 27th July.

ii) Disclosable interests forms: Councillors were asked to return these to the Clerk, they will also go on the website.

8. Planning

Vicars Orchard (trees), The Bungalow (4th bedroom amendment), Cherwell (trees), Hayes Cottage (trees), Warlin (amendment) – all permitted. The Limes (trees), Tye Workshop (bungalows), Holland Hill (extension) – all pending.

9. Finance

i) Audit: Internal Auditors report; Balance of Accounts; Annual Return; Insurance Schedule; Risk Assessment; Allotment rents: Acceptance of all accounts and audit was proposed by Cllr. Leigh and seconded by Cllr. Morgan, all were in favour. The Clerk explained new layout of insurance schedule (due to a new underwriter). All were in favour of accepting a new 3-year agreement.

ii) Balance in hand: This had previously been circulated. Cheques were signed.

Receipts since last meeting

invoice no.

First precept installment, localism fund and one-off payment

4,074.00

TOTAL (£)	4,074.00
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Payments since last meeting

		chq. no		
BALC	Subscription 2015	229	18.00	
Anglian Water	Coe's Meadow Nov-Feb	230	16.95	
Anglian Water	Allotments Nov-Feb	231	37.65	
G Nicholl	Lime Avenue Tree	232	1875.00	
	Surgery			
H L Fraser	Clerks salary Jan & Feb & exp.	233	589.52	inc VAT
CPRE	Subscription 2015	234	36.00	
Traffic Technology	SID anti-race app	235	120.00	inc VAT 2015/6
X2Connect	Paint kit for telephone box	236	154.80	inc VAT 2015/6
Onthecase	Noticeboard panels	237	1120.80	inc VAT 2015/6
TOTAL (£)			3,968.72	

Payments to be signed at this meeting:

Clerks & Councils magazine	Subs 2015-6	238	12.00	
EALC	Affiliation fees 2015-6	239	168.59	
EALC	Health & Safety courses	240	160.00	
BVHMC	Annual grant	241	1000.00	
Skylarks	Annual grant	242	100.00	
PCC	Annual grant	243	1000.00	

Running Total	Payroll & Audit	244	60.50	
Chilton Office Supplies	Newsletter	245	85.25	inc VAT
J Doe	Hedgecutting	246	372.60	inc VAT
Cllr M Crome	Anti virus update	247	23.33	
Mrs H L Fraser	Clerk salary Mar & Apr & expenses	248	591.88	inc VAT
Bulmer Village Hall	Village Hall hire	249	65.00	
AON UK Ltd	Insurance	250	1945.03	
TOTAL			£ 5,584.18	

	spending has exceeded budget
	spending near or on budget limit
	spending is under budget
	spending is within CMMC savings

iii) Review capital: The Clerk was asked to approach the Castle Hedingham clerk re: advice on an investment account.

10. Traffic Issues

- i) Batt Hall white gates – update: There has been no installation as yet. The Clerk will email Cllr. Finch and enquire. As to a date.
- ii) Yellow lines application – update: The Clerk is to continue preparing the 3rd draft.
- iii) A131 – update: Recent Highways minutes note safety improvements at the Church Road junction – the Chairman is to investigate.
- iv) School signage – update: This is also in recent Highways minutes - the sign has been approved but no action occurred – but one has been put up at The Street crossroads. The Chairman will query with CCllr. Finch.

11. Transparency Code

The Parish Council mostly already complies, a few documents are to be added to the website on an annual basis. The Clerk will check and add a list of Parish Council land and the Audit reports.

12. Telephone Box update

- i) The Street: Mr Cullen has volunteered to restore this box, and has received the paint kit.
- ii) Park Lane: Mr Cullen has offered to take this box on as well. All agreed to accept his offer to maintain the boxes. The Clerk was asked to write to Mr Cullen to confirm this and to thank him for this contribution to the village. The Clerk was asked to reply to the letter requesting to purchase the box, with a refusal.

13. Annual Parish Meeting 2015 debrief

The Clerk will circulate the minutes shortly. It was not as well attended as last year – but included the Chairman's Annual Report for parishioners' benefit. There was an open discussion on the school's future, broadband issues and affordable housing.

14. S106 Project – Coe's Meadow overflow carpark etc.

Cllrs. Leigh and Fulcher had been in discussion with Stephen Wenlock at BDC and have received three estimates for the overflow carpark matting and safety fence. The Clerk is to send Cllr. Fulcher the guidance application notes. It was unanimously agreed that Cllr. Fulcher should proceed with the carpark matting (using Horsemat Ltd, which is the cheapest estimate and also a company located in this parish), with the safety fence to be discussed at the next meeting.

15. Items for the next agenda

- Affordable Housing
- Photographic policy
- Buying the salt bin

16. Date of next meeting: Monday 27th July.

Meeting closed at 9.17pm