

# Bulmer Parish Council

Minutes of the Bulmer Parish Council Meeting

Held on 21<sup>st</sup> May 2018 at the Village Hall, at 7.15pm

Present: Cllr.S. Morgan, Cllr. S.Buchanan, Cllr. R. Raymond, Cllr. C.Leigh, Cllr.C.Bennett and Cllr.C. Street  
Mrs D.Jacob (Parish Clerk)  
10 members of the public.

## **18/077 Welcome and Apologies of Absence.**

Cllr.S. Morgan, Chairman for tonight's meeting only, welcomed everyone. Apologies for absence received from Cllr.P.Benns.

## **18/078 Declaration of Interests.**

Received from Cllr. R.Raymond and Cllr.S. Morgan relating to item 18/086 and 18/090

## **18/079 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

Member of the public confirmed that County Broadband was in the process of being installed, so there may be some disruption. Free offer of a router until 22<sup>nd</sup> June this item will be in What's Going On.

A member of the public expressed concerns regarding litter and overgrown vegetation in the ditch, and parked cars an issue in Church Road, near the school. Clerk to report to Highways.

## **18/080 County Councillor David Finch & District Councillor Wendy Scattergood to address the members if present.** None present.

## **18/081 To Confirm Minutes:**

**Item 1. To confirm the Minutes of the Parish Council Meeting held on 19<sup>th</sup> March 2018.** One amendment was made to draft minutes under Agenda item 18/038 clarifying that Cllr.S.Morgan abstained from voting.

Approved as a true and accurate record were signed by the Chairman.

Amendment made to item 18/054 should read £28.04 to invoice the clerk, clerk to pay back overpayment of salary. Proposed by Cllr.C. Bennett, seconded by Cllr.S. Buchanan, all in favour, resolution passed.

**Item 2. To confirm the Minutes of the Annual Parish Assembly meeting held on 30<sup>th</sup> April 2018.**

Approved as a true and accurate record were signed by the Chairman.

Proposed by Cllr.C. Leigh seconded by Cllr.C. Bennett, Cllr.S. Morgan abstained, 5 in favour, resolution passed.

## **18/082 Accounts 2017-2018.**

**Item 1.** Internal Audit Report –Report will be on the website.

**Item 2.** Clerk confirmed reclaim for VAT 2017/2018 has been received.

**Item 3.** Approval of Governance Statement for 2017/2018 prior to submission to the Audit Commission. Signature by Chairman and Responsible Financial Officer.

**Item 4.** Approval of Annual Return (Final Accounts) for 2017/2018 prior to submission to the audit commission. Signature by Chairman and Responsible Financial Officer.

**Item 5.** Year End Bank reconciliation by Chairman and Responsible Financial Officer.

**Item 6.** Accounts for 2017/2018 signed by Chairman and Responsible Financial Officer.

Proposed by Cllr.S.Buchanan seconded by Cllr.R.Raymond, all in favour, resolution passed.

Signed.....Chairman

16<sup>th</sup> July 2018

**18/083 Financial Matters:****1) FINANCIAL STATEMENT (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE).**

	CHEQUE No.	TOTAL
EALC (Inv.No. 9529)	101436	201.81
Top Marques Direct Inv.No. 7558	101437	83.52
D. Jacob (Salary for April)	SO	262.26
Essex Pension Fund (For April)	SO	81.43
HM Revenue & Customs (For April)	101438	65.40
JPB Landscapes Inv.No. 586	101439	391.20
Mr M. Crome (reimbursement for photo-frame etc)	101440	16.00
D. Jacob (Salary for May)	SO	267.00
Essex Pension Fund (for May)	SO	85.05
HM Revenue & Customs (For May)	101441	66.80
Simpson Accountancy Ltd (Inv. 2425 for April & May)	101442	19.20
Anglian Water Business (Coe's Meadow)	DD	11.05
Anglian Water Business (Allotments)	DD	21.83
D. Jacob Expenses for April/May	101443	88.60
Heelis & Lodge Inv. No. HL974	101444	148.00
JPB Landscapes (Inv. No. 590)	101045	249.60

Proposed by Cllr.S. Buchanan, seconded by Cllr.C.Leigh all in favour, resolution passed

**2) Monthly Budget Statement.**

Community Account as at 21st May (Revenue)	12,886.66
Business Premium Account as at 21st May (Capital)	36,983.62
CCLA Public Sector Deposit Fund (Capital)	30,238.06
<b>Total as at 21st May 2018</b>	<b>80,108.34</b>

**3) VAT** To confirm that VAT has been reclaimed and received for the period 1st November 2017 – 31st March 2018, £132.32.**18/084 Planning Matters.****Ref: 18/00670/FUL & 18/00671/LBC**

Relocation of an existing oil tank and enclosure of the residual area to form a boot room within the built form of the existing house

The Old Vicarage Sudbury Road Bulmer Essex CO10 7TA

**Ref: 18/00771/OUT**

Land Adjacent To Five Acres Cottage Hedingham Road Bulmer Essex

Outline application for the erection of detached dwelling, with associated garage and new vehicular access

**Ref: 18/00760/FUL**

Land Adjacent To 1 Bulmer Tye Bulmer Essex

Application for outline planning permission with all matters reserved except access - Erection of 2no. semi-detached dwellings

No comments required to be sent – as these are outline planning applications.

**18/085 Data Protection Officer.**

The Government has made an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.

Therefore, no need to consider to appoint a Data Protection Officer.

**18/086 Drainage Issues at Bulmer Grazing.**

A quote had been obtained to replace the broken pipe at a cost of £1,200.00 – more information required – this item deferred, to be on next agenda.

Signed.....Chairman

16<sup>th</sup> July 2018

**18/087 Parish Council Strimmer.**

It was noted that R & R will not be available to continue to maintain the strimmer, agreed for strimmer to be serviced at end of the year, and to seek alternative arrangements from March 2019.

Proposed by Cllr. S. Buchanan, seconded by Cllr. R.Raymond, all in favour, resolution passed.

**18/088 Allotment Report.**

**Item 1.** Report Distributed to Parish Councilor's and a copy will be in What's Going On.

**Item 2.** Power was delegated to the Allotment Officer to make decisions regarding requests for greenhouses on the allotments in Park Lane

Proposed by Cllr. C. Bennett, seconded by Cllr. C. Leigh, all in favour, resolution passed.

**18/089 Coe's Meadow.**

Due to unforeseen circumstances the Fun Day, has been cancelled and will no longer take place in June.

Possibly an event in December with a Christmas theme.

**18/090 Access to rear of "Carters" Blacksmiths Lane.**

Tenancy states no trespassing. Concerns raised as to if the gate is left open and horses get out, who would be responsible for the vet's invoice if a horse is injured. To write a letter to the occupier of "Carters" Blacksmiths Lane.

Proposed by Cllr. C. Bennett, seconded by Cllr.S.Buchanan, 2 abstained, 3 in favour, resolution passed.

**18/091 Plough Green.**

A quote has been received to scarify and sand and re-seed at a cost of £1,619.13. Not to go ahead with this.

As the grass is looking a little bit better, to reduce the number of cuts to 5.

Proposed by Cllr.S.Buchanan, seconded by Cllr.C.Bennett, all in favour, resolution passed.

**18/092 S106 Funding.**

To obtain quotes, to fence the tree. – Deferred until the next meeting.

**18/093 Noticeboards.**

Contact manufacture regarding noticeboard outside Coe's Meadow to arrange for locks to be replaced.

To consider the noticeboard in the village hall, as this is not locked.

Item deferred, until next meeting

**18/094 Clerk's Report.** Received and noted.**18/095 Date of Next Meeting.**

16<sup>th</sup> July at 7.45pm

First item on the agenda will be to elect a Chairman.

Meeting closed at 8.58pm.

Signed.....Chairman

16<sup>th</sup> July 2018