

Bulmer Parish Council

Minutes of the Bulmer Parish Council Meeting
held on 27th July 2015 at the Village Hall, at 7.45pm

Present: Cllrs. Crome, Raymond, Leigh, Ponty, Morgan, Fulcher, Buchanan; CCllr. Finch, DCllr. Scattergood; Mrs H Fraser (clerk), Mrs J Williamson (clerk elect); 15 members of the public.

The Chairman welcomed all those present. He then gave a short speech thanking the outgoing clerk, Mrs H Fraser for her work over the last 4 years and presented a gift. Certificates were presented to Cllrs. Morgan and Raymond for courses attended on Health & Safety and Risk Assessment.

1. Apologies for absence

No apologies had been received.

2. Approval of the minutes of the meeting held on 18th May 2015

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

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

There were no declarations.

4. Statements/Questions from the public (15 minutes)

The following questions were put to the council by members of the public:

- Closure of Coe's Meadow car park was causing additional parking on the road, and the grass around the noticeboard was blocking the view and safe exit from residents' driveways. Cllr. Leigh answered that the car park had been closed for a short time due to travellers, and the grass could be added to the next cut by the contractors. A resident at St Andrew's Rise has had success contacting the company parking open trucks overnight on the Street, and that problem has eased.
- Could there be a notice in *What's On* about bin collection, confirming timing? Cllr. Crome will action. DCllr. Scattergood will also follow up with BDC.
- There are several houses in the Street with the No. 1, and there has been some confusion with visits and deliveries etc. DCllr. Scattergood will enquire with BDC and follow up.
- A resident felt that the Batt Hall traffic gates seem to have made no difference. Cllr. Crome answered that the siting will hopefully be improved, and CCllr. Finch is chasing for an update on this.
- The layby in front of the last bungalows on Church Road only room for 2 cars, could it be extended? The Clerk will contact Highways.
- Could the accident black spot sign on the A131 be bigger as it was felt no-one noticed it? CCllr. Finch replied that it was a standard national sign. Cllr. Crome added that the owner of the restaurant at the accident spot has installed cctv facing the road and is happy to supply footage. CCllr. Finch advised the Parish Council could pursue speed cameras on that stretch, perhaps this will force people to slow down. The accident reduction partnership should be contacted when there is a catalogue of evidence and injuries – plenty of data needed; perhaps 12 months' worth.

5. Matters arising from the minutes

i) SID – update: this is now installed in The Street, the next move will be to Church Road corner.

ii) Noticeboard – update: this has been installed, and the keys were given to the Clerk. A rain canopy is to be installed and the backing board was rotten so this has also been replaced, an invoice yet to come. Key holes are on the side of panels, with 2 keys inserted to open.

iii) Yellow lines – update: The Clerk was asked to extend the highlighted area and CCllr. Finch and DCllr. Scattergood will support the application. Cllr. Fulcher proposed and Cllr. Ponty proposed that the application was submitted and all were in favour.

iv) S106 – update: Cllr. Fulcher has received permission for the overflow carpark at Church Meadow, and accepted the estimate from Horsematting, it will be installed in August or September depending on weather. He has a letter from Sarah Burden at BDC confirming the Parish Council should pay upfront and reclaim. Cllr. Crome thanked Cllr. Fulcher for his work on the subject. The turning circle will be edged with stakes, Cllr. Fulcher has estimates for this in the region of £245 and will advise BDC of this. He proposed and Cllr. Ponty seconded to go ahead with the quote from Clarkes, and all were in favour. Two signs will be needed, one in Coe’s Meadow to advise about the overflow carpark, and another to Keep Turning Circle Clear. A quote of £400 plus VAT had been received. Cllr. Fulcher proposed and Cllr. Leigh seconded to accept this quote and proceed, all were in favour. Signage for the new table tennis table would be discussed at the next CMMC meeting.

v) Salt bin – update: a photo and details of the proposed purchase were circulated, all were in favour to proceed with the order. A base would not be needed for the rigid item.

6. County Councillor David Finch; District Councillor Wendy Scattergood; Community Agent Jayne Laker, (if present) CCllr. Finch: The recent Government Budget announcement will impact on ECC’s budget of 2 billion (1 billion goes on education, rest is on social care, Highways, waste & recycling) and suggests that in the autumn there will be significant reductions. The Care Act will have a budgetary impact as will the implementation of the National Living Wage in 2016, and Health and Social Care integration – it may be that council tax is increased to cope with these. Several unitary authorities and counties have approached the Government about devolution and greater freedoms; the price is greater housebuilding and faster economic growth but the freedoms could include air passenger duty, business rates, skills funding.

DCllr. Scattergood: The recent Tye Workshop planning application was refused as it didn’t meet the rules for converting from industrial to residential; it could be resubmitted with corrections. She confirmed she would give support if affordable housing is pursued and with the necessary survey. She also confirmed that TPO planning applications remain on the website as ‘pending’ even after the 5 week deadline has passed, until an officer signs it off. The surface in Ryes Lane was reported as dangerous; this should be redirected to Highways.

7. Coe’s Meadow report

The Fun Day took £564 on the day, and the next CMMC meeting is on 5th August. A volunteer has come forward to do the odd jobs on the meadow, there will also be a work party in late August to be ready for the ROSPA inspection in September. The willow igloo will be pruned shortly. The table tennis table is in place – although improvements to the surface are ongoing. New posts by the metal rail will go in shortly. Reseeding of the wildflower areas is under consideration. Thanks were given to Cllr. Leigh and the committee for all their work.

i) Fruit tree planting (Dedham Vale): information had been circulated by Cllr. Fulcher. A suggestion was 5 fruit and/or nut trees to go on Plough Green or Church Meadow. More information was requested.

8. Allotments report

A report had been circulated by Cllr. Buchanan. There are currently 3 vacant plots, a few enquiries have been received but no take ups as yet. Advertising is to continue, the Clerk to add to the noticeboards and Cllr. Buchanan to put a sign up on Church Road.

i) Access for dogs – clarification & discussion: Several complaints had been received involving dogs, damage to allotments and harassment. Turnpike Piece belongs to the Parish Council but no legislation exists to ban dogs although advice from BDC Dog Warden was that as the Parish Council owns the land it was able to prohibit dogs from being walked in this area. The Clerk was asked to obtain legal advice from EALC as they may have experience of this problem before. Criminal damage and harassment/assault are Police matters. Cllr. Fulcher proposed that a notice was put in What’s On and a sign put up at the allotments stating *“Public access is footpath only; dogs should be on leads and should not stray from footpath unless they belong to allotment holders”*. This was seconded by Cllr. Buchanan and all were in favour.

ii) Allotments Health & Safety Policy: A draft policy had been circulated by Cllr. Buchanan. Adoption of the policy was proposed by Cllr. Morgan and seconded by Cllr. Leigh, all were in favour.

9. Village Hall report

A report had been circulated by Cllr. Buchanan. Thanks had been received for the annual grant to BVHMC.

10. Clerk’s report

A report was circulated.

i) Disclosable interests forms: a full set had been sent to BDC, a link will be sent for the parish council website.

ii) Appointment of new Clerk: Mrs Jayne Williamson confirmed she was happy for this debate to be in public. She introduced herself, and listed her recent employment; as a bank cashier, Maldon District Council, a solicitors' office, Veterinary Practice Manager, home carer. She is experienced with computers, spreadsheets, word etc, used to dealing with customers and accounts. She would be happy to undertake training – possibly on the EALC New Clerks' course in October. She would start as Mrs H Fraser finishes (1st September) and do some shadowing in the meantime. Cllr. Leigh proposed that Mrs J Williamson be employed as Clerk with the same salary point (£9.30 per hour) and hours per week (7) as Mrs Fraser is currently. This was seconded by Cllr. Fulcher and all were in favour. Mrs Williamson was duly welcomed as the new clerk.

11. Planning updates

- Pending: The Limes (trees), Auberies (barn conversion), 14 St Andrew's Rise (extension), Inglefield (redevelopment).
- Granted: Vicars Orchard (trees), Robins (trees), Holland Hill (extension), Hayes Cottage (pruning),
- Refused: Tye Workshops (conversion)

With regard to the felling of trees on the footpath between Vicars Orchard and Lime Avenue, an estimate had been received from Mr Nicholl of £450. This is on parish council land, Cllr. Fulcher proposed that the Parish Council accept this quote and pay from the Open Spaces budget. This was seconded by Cllr. Leigh and all were in favour.

12. Finance

i) Balance in hand : A report was circulated and read out. Cheques were signed.

Receipts since last meeting	invoice no.	
Fun day proceeds		564.00
HSBC interest Mar - Jun		5.32
Barclays interest a/c 6079		7.70
Allotment rent - termination plot 4		12.90
TOTAL (£)		589.92

Payments since last meeting	chq. no		
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
Mortimers	Grass cutting Mar & Apr	251	811.20 inc VAT
R&R	Fun day maypole	252	55.00
Mr Collins	Zorbs	253	150.00
Mr K Leigh	Fun day reimbursement	254	496.52 inc VAT
TOTAL (£)			7,096.90

<i>Payments to be signed at this meeting:</i>			
Anglian Water	Coe's Meadow Feb - May 15	255	14.92
Barclays	Storage charge		1.00
Braintree District Council	Election Costs	256	59.00
EALC	Risk Assess. Training - RR	257	80.00
RCCE	Subs 2015-16	258	48.00 inc VAT
Chilton Office Supplies	Newsletter	259	84.96 inc VAT
Mortimers	Grasscutting May & Jun	260	1209.60 inc VAT
Mrs R Raymond	Petrol & mileage refunds	261	61.85 inc VAT
Mr S Morgan	Mileage refund	262	31.85
Mrs H L Fraser	Clerk salary May & Jun & expenses	263	646.56
TOTAL			£ 2,237.74

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

ii) Review capital – update: the Clerk was asked to circulate information on the Unity Trust Bank as per recent advice. The Chairman noted that he would like to review the budget in each meeting at this point.

13. Traffic Issues

i) Batt Hall white gates – update: this had been discussed earlier in the meeting.

14. New Policies

i) Photo and Press: a draft policy had been prepared and circulated by Cllr. Ponty. Cllr. Fulcher proposed and Cllr.. Leigh seconded adoption of the policy, and all were in favour.

ii) Data Protection: the Clerk was asked to get advice from EALC on this matter.

15. Affordable Housing Survey

Support was offered from DCllr. Scattergood and also a representative of Greenfields, comments had been invited from community but none had been received so far. A survey would be essential – RCCE will provide necessary forms and analyse results. Greenfields has a site on the A131 near Ryes Lane and also another local landowner has offered assistance with a site. An RCCE officer will be appointed in September. The Chairman suggested this item went on the September agenda, with invitations to Greenfields and RCCE to give presentations – the Clerk to action.

16. Items for the next agenda

- Data protection
- Affordable housing
- Transparency code
- Fruit trees
- Unity Trust Bank account/s

17. Date of next meeting

Monday 21st September

Meeting closed at 21.40.