

STAMBOURNE PARISH COUNCIL

Minutes of the meeting held on Thursday 26 November 2017 at 7.30pm in the village hall, Stambourne.

PRESENT: Mr Martyn Fall (Chairman) Mr Andrew Drysdale
 Mr Michael Crago Mrs Karen Grant
 Mrs Val Kerrison Mr Neil Pyman

CLERK: Mrs Deborah Hilliard

17/83 APOLOGIES FOR ABSENCE

Vanessa Young. Cllr R van Dulken.

17/84 MINUTES OF THE MEETING HELD ON 21 SEPTEMBER 2017

The minutes of the meeting held on 21 September 2017 were agreed as a correct record and signed.

17/85 MATTERS ARISING

Karen raised the matter of possible CCTV on the Pavilion after the spate of attempted break-ins in the summer. She mentioned the use of CCTV via a mobile phone app and there was some discussion on the merits of using this system.

17/86 DECLARATIONS OF INTEREST

None.

17/87 PAVILION

- *Closing up for winter* – Martyn has drained the water system for winter.
- *CIF* – It was noted that the panel had taken place on 2 November 2017 and the Clerk had attended. The Parish Council has been awarded a grant but awaits formal confirmation before this can be publicised.
- *Windows* – Martyn will remove the two end window shutters which are rotten and repair during the winter. These windows will be boarded whilst this is done.
- *Removal of wood* – Andy will liaise with a local resident who may be interested in using the wood currently stored in the pavilion. If the resident wants this wood a suitable date will be arranged for its removal.
- *Lawnmower* – Neil will arrange for the lawnmower to be serviced and repaired by Colin James Engineering.

17/88 PLAYING FIELD

- *Picnic Table* – The Parish Council have kindly been donated another picnic table from a parishioner to use on the playing field. It was agreed it will be stored through the winter and a decision made as to where to site it.
- *Stile on rear boundary* – Val advised that she and David Waller have discussed the matter. Mr Waller has been abroad for a period of time so the matter has not progressed. However, Val also advised there was a

need to get the permission of Mr Shand (the landowner of the field) before any work commenced. Debbie advised that Mr Chinery had made a temporary repair to ensure the horses could not get through the stile.

- *Moles* – Debbie had contact Command to arrange for them to deal with the moles but had not yet had a reply. She will follow this up.
- *Safety Surface of Swing* – Martyn will contact another contractor for a quote for this work.
- *Skip to Remove ash* – It was agreed to arrange for a skip to be hired to remove the ash from the bonfire site. Debbie suggested Colne Valley and will contact them for a quote. If the skip is dropped by the bonfire at an agreed time Neil will fill it straight away whilst the skip hire lorry waits and it can then be removed immediately.
- *Christmas Lights* – It was agreed that the lights should be put up again. Martyn will do this.

17/89 HIGHWAYS

The following items need to be reported:-

- Water leak in Church Road, near to playing field entrance
- Whitely Bridge – missing drain cover.

Birdbrook Road – drain grates have been stolen/removed. ECC have been notified and cones placed as a warning.

LHP Panel application for Wesley End Road – Debbie advised she was not aware that the Parish Council were to be responsible for this application. She was of the understanding that Mrs Zera was dealing with it. However, the Parish Council agreed they would send it in.

Dirty Roadsigns – Martyn advised he had been approached by a parishioner asking for the dirty roadsigns to be cleaned. However, it was felt that the signs were not that dirty, apart from two – the Cornish Hall End Road sign in Chapel End Way near Old Robin and the Wesley End Road sign, opposite Tinkers. It was agreed that both these signs were in a bad state of repair and should be replaced. Debbie will deal with this.

Parish Councillors were asked to monitor any other signs that may need cleaning and/or repairing and report back any to the next meeting.

17/90 FOOTPATHS

Karen advised she had not been made aware of any problems.

17/91 PLANNING

No applications to consider.

17/92 BONFIRE NIGHT

The Bonfire Night Summary meeting had taken place on 8 November. It was noted that all agreed the event had been a success with no issues reported. Debbie circulated the draft accounts for the evening.

Karen asked if the Parish Council had been approached on the night or subsequently regarding a report that someone had been injured. However, none of the organisers or volunteers had been approached by or received a report of any incident, either on the night or since. Martyn reassured the Parish Council that the event was properly organised following strict guidance from the insurance company and firework provider. It was also confirmed that a trained first aider had been present at the event and had not been approached either.

Debbie will put a piece in the newsletter to thank everybody who helped.

It was agreed that the donations of £150 to the Silver Link and £150 for the Childrens' Christmas party will be made.

Stambourne Childrens' Christmas party – It was noted that the current organiser now wished to step down from organising and it needed to be passed on to someone else. At the moment there are no volunteers coming forward. The situation will be monitored.

17/93 CORRESPONDENCE

None.

17/94 OPEN SPACES ACTION PLAN

No changes to report.

17/95 BUDGET AND PRECEPT FOR THE YEAR 2018/19

The proposed budget and precept for the next financial year were circulated to everyone. It was agreed that the final amounts would be agreed at the next meeting when BDC have confirmed their own figures. This will be put on the agenda for January's meeting.

17/96 FINANCE

Accounts paid

Mrs D Hilliard (transparency code)	£51.11
Anglian Water	£43.75
PKF Littlejohn	£240.00
Paul Clark Printing	£52.00
Mrs D Hilliard (wages)	£702.50
Mrs D Hilliard (bonfire night ads)	£74.83
Cash (bonfire night float)	£600.00
Mr M Fall (reimb for bonfire night signs)	£456.00
Kedington Butchers (bonfire night)	£400.00
Mrs D Hilliard (bonfire night ads)	£15.89

Monies Received

Eon (credit)	£2.75
2 nd Half Precept	£3588.00
BDC Cllrs Community Grant	£500.00
1 st verge cut	£602.99

Accounts to be paid

Mr K Hoadley (grass cutting)	£475.00
M & N Pyman (verge cutting)	£723.60
M Fall (for glowsticks)	£62.96
Eon	£26.10
Stambourne Church (annual grant)	£250.00
Stambourne Chapel (annual grant)	£260.00
Stambourne Silver Link	£150.00
Stambourne Childrens' Party	£150.00
Essex Pyrotechnics	£3,460.00
Mrs D Hilliard (expenses re CiF)	£13.48

Balances as at 16 November 2017

Notional current account	£12,023.33
Notional reserve account	<u>£6,057.82</u>
	£18,081.15
Balance of Bonfire fund	<u>£6,393.35</u>
	£11,687.80

17/97 TIME, DAY AND DATE OF NEXT MEETING

The next meeting will take place on Thursday 18 January 2018 at 7.30pm in the village hall.

There being no further business to discuss the meeting closed at approximately 8.20pm.

Signed



Dated

