**STAMBOURNE PARISH COUNCIL**

**Minutes of the meeting held on Thursday 19 November 2020 at 7.30pm. The meeting was virtual via Zoom due to the impact of Covid-19 and lockdown.**

**PRESENT:**

Mr Neil Pyman (Chair) Mr Michael Crago

Mrs Val Kerrison Mrs Karen Grant

Mr Neil Pyman Mr Andrew Drysdale

Mr Martyn Fall Mrs Vanessa Young

Cllr Richard van Dulken (joined late)

Cllr David Finch

One member of the public

**CLERK:**

Mrs Deborah Hilliard

*The member of the public attended to ask questions regarding speeding traffic through Dyers End. The attendee had internet connection issues which meant they were in and out of attendance throughout the meeting.*

**20/56 Apologies for absence.**

It was noted Richard van Dulken had a prior engagement and would try to join the meeting if time permitted.

**20/57 Minutes of meeting held on 20 September 2020 (copy attached)**

 The minutes of the meeting held on 20 September 2020 were approved as a correct record.

**20/58 Matters arising from the minutes of the previous meetings**

 There were no matters arising.

**20/59 Declaration of interests, personal or prejudicial**

There were no declarations made.

**20/60 Report of County Councillor**

 Cllr Finch gave a verbal report, highlighting the following:-

* Local Government Reform – The proposed move to form 4 unitary councils with a mayor has been pushed back until the middle of next year. This could lead to an increased level of responsibility for Parish Councils.
* ECC move from Covid tier 1 to tier 2 – The decision was taken to move to tier 2 due to the national increase in infection rates. It was done to protect lives, jobs and hospitals. The test, track and trace model was being rolled out by national government. ECC recognised that some areas had higher rates whilst others were very low.
* ECC Budget – A drop in income from Council Tax was anticipated due to the numbers of people moving onto Universal Credit. The anticipated drop may be 3-4% on previous years. This will have an impact on the County Council budget for 2021-22.

Cllr Finch asked the parish council to notify him of any issues on David.finch@essex.gov.uk .

There were no questions and Cllr Finch was thanked for his report.

*Cllr Finch left the meeting.*

**20/61 Pavilion**

 The following points were discussed:-

* The quote received for replacing the shutters on the pavilion was noted as £3,290 plus VAT. It was agreed this was quite expensive and only two pairs of shutters were in urgent need of replacement. After consideration, it was agreed that Neil and Martyn will inspect the shutters and seek another way forward.
* Martyn has shut down the pavilion for the winter. He has turned off the water, put the benches away and put up the CCTV sign.
* Martyn will take down the Bonfire sign.
* Martyn will put up the Christmas lights and extend them to include the tree in the churchyard.

**20/62 Playingfield**

 The following points were discussed:-

* *Bins* – Vanessa has been unable to unlock one of the bins. Martyn will look at this on his next visit.
* *Oak Tree* – Martyn will collect the replacement tree from Assington Trees once available. He will also take the cheque to pay for it.
* *Entrance Gates* – The gates have been given a coat of wood preserver.
* *Lawnmower* – As previously reported the lawnmower is in need of repair, it was possible the head gasket had broken. The final cut of the year has been completed and it was agreed that Colin James will collect the mower for a service and repair.
* *Dog Bins* – Vanessa reported that the dog bins in Chapel End Way and Church Road were full and needed emptying. This has been reported to BDC.

**20/63 Highways**

The following points were discussed:-

* *Dyers End – speeding traffic* – The member of public attending the meeting wanted to raise this as a matter of concern. They had prepared a petition letter which had been circulated prior to the meeting. The Parish Council agreed that there was an ongoing problem with traffic speeding through Dyers End as well as other areas of the village. There was a discussion on what action could be taken. It was agreed that the matter be raised with David Finch and the Clerk will contact him. It was further agreed that the Parish Council will apply for a flashing speed indicator sign to be installed.
* *Potholes –* There were 2 to note, one outside the Chapel in Chapel End Way and the other by the fire hydrant in Chapel End Way. The Clerk will report these in.

*Richard van Dulken joined the meeting*

* *Verge Cutting – proposal for reduced cutting by ECC* – The Parish Council considered the trial taking place in other parts of Essex to reduce verge cutting. The Parish Council agreed that road safety could be an issue, particularly on narrow rural roads and it was important that sight lines be maintained.

**20/64 Footpaths**

* The damaged bridge on the footpath at Wesley End Road has been reported to ECC. Repairs are awaited.
* *Overgrown footpaths nos 2,5 and* 29 – Michael has walked these and noted they are passable.
* *Fingerpost signs* – two have been knocked over. These will be reported in.

**20/65 Planning**

* Application No 20/01711/OUT – land adjacent to Windyridge, Chapel End Way – No comment at this stage.

**20/66 Correspondence**

None.

**20/67 Bonfire Night**

It was noted that bonfire night had been cancelled due to the pandemic. It was hoped to hold it again in 2021. Martyn will take down the cancelled sign.

**20/68 Small Business Grant from Braintree District Council**

It was noted the £10,000 grant had now been received. The Parish Council will consider how best to use the grant for the benefit of the community. It was agreed to carry this item forward to the next meeting.

**20/69** **Telephone Box – Dyers End**

It was noted that the telephone box had been used unofficially as a book exchange. Due to the pandemic the books had been removed for the time being. It was agreed that both telephone boxes would be re-opened as book exchanges once the pandemic was over. Consideration is needed as to how they can be kept tidy.

**20/70 Annual Audit**

It was noted that the external audit for the year ended 31 March 2020 had been completed and signed off. There was one comment to note:-

The auditors had commented on the increased figure for Fixed Assets. The Clerk had contacted them to explain the increase was due to increased insurance value of the Pavilion for replacement value and to reflect the improvements. This was accepted by the auditor.

*At this point the member of public was able to communicate at the meeting and discussion reverted to speeding traffic in Dyers End. .*

*District Council report – the following points were noted:-*

* *Covid 19 – it was noted that cases were rising currently 140.9/100,000 population with Braintree District the 4th lowest.*
* *Remembrance Sunday – Richard van Dulken attended a wreath laying service.*
* *BDC budget – the proposed budget was presented and included proposals to continue the Councillors Community Grant for another 2 years. £200 of the grant will go the Stambourne Chapel towards Covid-related activities and support. BDC has incurred £3.3m of Covid costs and received a grant of £2.9m from central government.*

*Dyers End – speeding traffic - The member of the public was updated with the prior discussion. They expressed some dissatisfaction at the proposals. Richard van Dulken was invited to speak on the matter. Consideration was given to various proposals including speed humps, chicanes at entry points to the village, etc which were not deemed appropriate. Richard was a member of the Braintree Local Highways Panel and will look into and forward any information/application forms. The member of the public left the meeting.*

**20/71 Budget 2020-21**

The budget was considered and noted. It was agreed that the Clerk will complete the form with proposed figures and circulate for consideration with final amounts agreed at the January meeting (deadlines permitting).

**20/72 Finance**

 Accounts paid since last meeting

 Eon £14.00

 Eon £9.88

 Eon £13.31

 Paul Gill (verandah) £70.00

 Paul Clark Printing £52.00

 Mrs D Hilliard £743.00

 Mrs D Hilliard £19.40

 Mr M Turner (grass cutting) £603.80

 Safety Shop (CCTV sign) £33.42

 PKF Littlejohn (audit) £240.00

 Wave £39.70

 Accounts to be paid

 None

Monies Received

2nd half precept £3863.00

Small Business Grant (BDC) £10,000.00

Bank interest 57p

 Balances as at 13 November 2020

 Notional current account £21,313.89

 Notional reserve account £ 4,084.83

 £25,398.72

 Balance of Bonfire fund £ 5,643.05

 £19,755.67

 The accounts were noted and accepted.

**20/73 Date, time and place of next meetings.**

 21 January 2021

 18 March 2021

 20 May 2021

 22 July 2021

 23 September 2021

 18 November 2021

 All are Thursdays at 7.30pm.

*Items discussed outside of the agenda:-*

* *Network 5 meeting* – *Agreed to set a meeting a call for agenda items. Clerk will arrange.*
* *PAT testing – Agreed to test items in the Pavilion. Clerk will arrange.*

There being no further business to discuss the meeting closed at approximately 9.00pm.

Signed: ……………………………………………… Dated: ………………………………………………