

STAMBOURNE PARISH COUNCIL

Minutes of the meeting held on Thursday 23 November 2023 at 7.30pm. The meeting was held in the village hall, Stambourne

PRESENT:

Mr Neil Pyman (Chair)
Mrs Val Kerrison
Vanessa Young

Mr Michael Crago
Mrs Karen Grant (arrived late) Mrs

In Attendance:

Cllr Richard van Dulken
Mrs Deborah Hilliard – Clerk

23/81 Apologies for absence.

Apologies were received and accepted from and Cllr Peter Schwier (ECC), Andrew Drysdale and Martyn Fall.

23/82 Minutes of meeting held on 21 September 2023

The minutes of the meeting held on 21 September 2023 were approved as a correct record and signed.

23/83 Matters arising from the minutes of the previous meeting

None.

23/84 Declaration of interests, personal or prejudicial

None.

23/85 Report of District Councillor

Cllr van Dulken reported. Points noted were:-

- Garden Waste – Further to questions made at the last meeting, Cllr van Dulken confirmed that charges were applicable to the Chapel and Church. It was noted that 36% of households in the District had signed up to the early bird charge.
- Wethersfield Air Base – The result of the judicial review was awaited. The area's MP, Mr Cleverly was now Home Secretary and there had been speculation as to whether this would have any impact. Cllr van Dulken advised he now was part of a monthly update by the Home Office. It was noted that the migrants had held a protest at the gates of the air base recently. It was expected that the site would be at capacity early in January with about 1700 migrants.

Mrs Grant arrived at the meeting.

- Great Yeldham Men's Shed – the project had now been given planning permission. Membership was currently around 70 people.
- Devolution – It was noted that this would not affect day to day working of the District Council. However, Essex was working towards bringing all 6 Districts and Boroughs

together including Thurrock and Southend. It was anticipated this would unlock more money from national government.

- Hedingham Medical Centre – The project was moving forward and it was anticipated that a business case would be submitted by February which if approved would unlock delivery on the build. It was noted that the slow progress was not as a result of Braintree District Council which had tried to facilitate the project as much as possible.
- Neighbourhood Watch – Cllr van Dulken will forward the email newsletter for information.

There were no further questions and Cllr van Dulken was thanked for his report.

23/86 Pavilion

- Closing up for winter – It was agreed that closing up should take place after the bonfire had been burnt off.
- Trees – It was noted that the trees should be trimmed before the bonfire was burnt to enable the trimmings to be put on the bonfire. Neil will liaise with Andrew.
- Cleaning – The new cleaner had started and was doing a good job.
- Fire Risk assessment – It was noted that new statutory regulations which came into effect from 1 October, required the pavilion to have an independent fire risk assessment. It was agreed to ask Saxon Fire to carry out the fire risk assessment. Debbie will arrange.

23/87 Playingfield

Points noted were:-

- Proposed new swing - It was confirmed that the site had been identified at the top end of the field near to the car park. Debbie will recheck the figures and a final decision will be made at the January meeting.
- Wicksteed Leisure invoice – It was noted that Debbie had heard nothing back from Wicksteed regarding the complaint and the invoice was still outstanding. It was agreed that she would contact Wicksteed again to try and resolve the issue.
- Matting – It was agreed that Michael will install this in the gateway when the weather dries up.

Michael, Neil, Martyn and Andrew will liaise to action items in 23/86 and 23/87 above.

23/88 Highways

- VAS sign – It was noted that the VAS sign was now in place in Dyers End. It was noted that the battery needed recharging after 10 days which seemed a shorter period than expected. This will be monitored. It was noted that a pole was in place near the playing field in Church Road and another would be installed in Chapel End Way. Two more mounting kits would be needed which Debbie will order.
- Pothole – There was a pothole on the Birdbrook Road near the junction with Chapel End Way – Debbie will report.
- Drains – Val reported that the drains in Church Road had been unblocked and had worked well in the recent wet weather.
- Fingerpost sign – Birdbrook Road junction – It was noted that the sign had been knocked over. A resident had asked if their teenager could repair it as part of their Duke of Edinburgh award. This was agreed by the parish council. The parish council had also agreed to cover expenses. Neil had already delivered the sign to the household.

23/89 Footpaths

Footpath 1 – Broken slats on bridge. Debbie will check if it has been reported in.

- Wheelchair access to PROWs – This had been raised by a resident. The parish council discussed in detail and it was noted this would be difficult due to cost and the paths were designated public rights of way over private land. There did not appear to be a practical solution. It was noted that wheelchair access was possible at country parks and specific routes such as the Flitch Way.
- Footpath 17 - when approached from Chapel End Way – Noted that the path was eroding into the ditch – Neil will speak to the landowner.

Matter not on agenda but considered – War Memorial – It was reported that the PCC had commented on the paving around the war memorial, but it was noted that this had proved effective in preventing further damage to the corners of the memorial. It was proposed that the memorial could benefit from being cleaned. Debbie will explore options. It was noted that the memorial was made of soft sandstone and prone to erosion and cracking and long term this might be an issue. It was agreed Debbie would contact A C Clark Memorials for advice.

23/90 Planning

Nothing to report

23/91 Bonfire Night

It was noted that the decision had been made to cancel Bonfire Night due to the extremely wet weather. However, it was agreed that this was the right decision. It was noted that the fireworks would be paid for and stored by the supplier until next year. Debbie will update the accounts and circulate. The bonfire will be burnt off when the weather was drier on an agreed date. It was agreed that the bonfire fund would still donate to the Silver Link. However, it was noted that the Children’s Christmas party was unlikely to go ahead. However, this would still be funded in the event of it proceeding.

23/92 Correspondence

None.

23/93 Budget 2024-24

It was noted that the budget form had been circulated prior to the meeting. The figures were discussed and agreed (see budget form). It was agreed that they would be reviewed and formally approved at the January meeting.

23/94 Finance

Accounts Paid

Saxon Fire Ltd (fire safety inspection)	£132.54
CD James Ltd (lawnmower)	£115.20
Mrs D Hilliard (expenses – to replace previous cheque)	£17.51
Mr M Fall (reimburse for pavilion shed lock & hinge)	£45.84
Dave’s Decorating Services (pavilion ceiling)	£80.00
Mr R Wright (pavilion cleaning and Hoover parts)	£49.01
Stocksigns Ltd (VAS)	£2,545.00
Mrs D Hilliard (wages)	£752.75

PKF Littlejohn (audit)	£210.00
Mr R Wright (hoover parts)	£8.99
Paul Clark Printing	£32.00
Mr M Fall (glow sticks for bonfire night)	£111.64
Eon	£24.50

Monies to be paid

Wave	£54.61
BDC (Election fees)	£70.05
Mr Turner (Grass Cutting)	£603.08
M&N Pyman (2 nd verge cut)	£723.60
Mrs Young (expenses for bonfire goods)	£216.08

Monies Received

2 nd half precept	£4,558.00
------------------------------	-----------

Estimated balances at 17 November 2023

Balance of Current Account	£17,718.29
Balance of Business Reserve Account	£ 4,102.89
Total	£21,821.18
Balance of Bonfire Fund	<u>£8,886.62</u>
Balance of General Fund	£12,934.56

23/95 Date, Time and Place of meetings for 2023

- 18 January 2024
 - 14 March 2024
 - 16 May 2024
 - 18 July 2024
 - 19 September 2024
 - 21 November 2024
- All are Thursdays at 7.30pm unless shown otherwise

There being no further business to discuss the meeting closed at approximately 8.50pm.

Signed: 

Dated: