



STEEPLE BUMPSTEAD PARISH COUNCIL Extra-Ordinary VIRTUAL MEETING

ON Monday 26th April 2021 at 7.30pm

MINUTES

Chairman: Cllr Kerry Barnes (Chairman)

Present: Cllr Girvan (Vice Chair), Cllr Borges, Cllr Fellows, Cllr Irwin, Cllr Westrope and Cllr Hill

Parish Clerk: Julia Howard

Members of the public: None

21/175 Welcome and Apologies

Apologies from Cllr Rust

21/176 Declarations of Interest

Cllr Irwin, re: planning application of the Fox and Hounds, and will not take part or vote in relevant applications

21/177 Minutes of the last meeting (previously circulated)

Cllr Girvan proposed to accept these as a true account, Cllr Hill Seconded, all were in agreement.

21/178 Question Time -none

21/179 Planning Applications / Decisions

21/00775/HH – 43 Churchfields Drive – within permitted developments. No objection

21/00813/HH - 27 Churchfields Drive – No objection

21/00923/LBC – Fox and Hounds, 3 Chapel St – No objection

21/00908/FUL – Maltings House, Sturmer Rd – No objection

21/00926/FUL - May Tree House, 22 Water Lane – No objection, Subject to the continued agreement for a pavement to the front of the property, but observe no garage on plans and road side parking is restricted. Clerk to make comment on the Planning Portal.

21/01080/TPOCON - 2 The Old Bakery – No objection but owner should replace the tree at some location on the land. Clerk to comment on the Planning Portal.

21/01183/COUPA – Maltings Poultry Farm – Access for 5 dwellings is problematic, outside the village envelope, visually not in keeping with the surrounding area – Object. Clerk to comment on the Planning Portal

21/00658/FUL - 6 North Crescent – PC to object based upon losing green amenity areas following a vote. Cllr Borges proposed, Cllr Hill seconded, motion carried with a majority of 5.

If granted, the fence should be replaced and the bench should be repositioned in consultation with the family.

21/01277/CLPLB – Schoolings, 20 Church Street – for information. Works are to preserve the building.

21/00990/HH - Bowercroft, Finchingfield Road - no objection

21/01316/TPOCON - 7 Water Lane – Objection, 50% reduction will kill the leylandii, suggest removing the tree and replacing it.

21/01305/TPO - 39 Chapel Street – no objection

21/180 Finance

Review / Approval of Payments (see appendix a)

Clerk's report discussed and Cllr Borges proposed to accept these accounts, Cllr Hill agreed and all accepted unanimously.

Annual Accounts (appendix b)



Accounts reviewed, bank balances checked and discussed. Clerk to move £10k across to earmarked savings and record as Church Wall repair fund, remaining year end funds to transfer to savings.

21/181 Information Sharing - none

21/182 Next Meeting – ANNUAL COUNCIL MEETING

Thursday 13th May 2021, 7.30pm Zoom Call

21/183 Meeting Close –the chairman closed the meeting at 20.28

Actions.

Action 1	21/179 Comment as noted on the BDC Planning Portal	Clerk
Action 2	21/180 Transfer £10k to earmarked fund for Churchyard wall repairs, remaining funds in current account at year end to transfer to savings (to build 1 year of precept funds	Clerk

Appendix a. Clerks Report

CLERKS REPORT – 11th March 2021 – 25th April 2021



Receipts		Payments	
March 2021		EON	£46.98
		Moot Hall Cleaner	£130.00
		Wage adjustment	£0.50
		K Barnes Litter Picking Signs	£59.82
		K Barnes – litter pickers	£77.88
		EALC Annual Meetings Course	£84.00
		Country Gardens	£1180
		Clerks Wages	£722.76
		Handyman Wages	£86.64
		Nest	£23.23
		A&J Lighting	£84.84
		K Barnes – Litter bag holders	£116.40
		Arden Kendall - payroll	£144.00
Sub-total	£0		£2756.29
April 2021		Colne Stour Countryside Association s/o	£5.00
		Eon Street Lighting	£52.01
Sub-total	£0		£57.01
TOTALS	£0		£2813.30

Payments / Invoices pending:

APRIL

£1524.00 - Mortimer Contracts – play equipment leg repair
 £425.78 – EALC & NALC affiliation fees
 £180.00 – A J Pest Control Ltd
 £722.76 – Clerks wages
 £88.64 – Handyman wages
 £10.00 – SBNN Phone bill

MAY

£3705.60 – Creative Play – new play equipment
 £722.76 – Clerks wages
 £10.00 – SBNN Phone bill
 £460.00 – tree survey (horse chestnut trees at Camping Close)

These payments are pending/ awaiting approval

Balances as at 25/4/21

Current Account: £14,757.44
 Savings Account: £38,788.31
 Savings Account*: £ 8,120.92
Total £61,646.67

*Earmarked Reserves:

£4,218.97 – War memorial
 £ 521.95 – Neighbourhood Plan grant
 £ 880.00 – Steeple Bumpstead Neighbourhood Network
 £2,500.00 – CIF 243 – Play Equipment / repairs fund

Appendix B – Annual Accounts

2020-2021 Annual Accounts

Balance per bank statements as at 31/3/21: (£'s)

Business Current Account
 Business Premium Account (Savings)
 Business Premium Account (Ear-marked funds)
TOTAL

14814.45
 38,788.81
 8,120.92
61,704.18

AGAR statement 2020-21

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	28,514	45,346	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	42,350	43,401	Total amount of precept (or for IDs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	14,237	13,443	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	6,644	10,665	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	33,111	29,825	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (+) Balances carried forward	45,346	61,704	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	45,346	61,704	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	48,900	48,900	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).