



STEEPLE BUMPSTEAD PARISH COUNCIL @ The Moot Hall

ON Thursday 8th June 2023 at 7.30pm

Chairman: Cllr Kerry Barnes

In attendance: Cllr Hexter, Cllr Rust, Cllr Hill and Cllr Garrod

Clerk: Mrs Julia Howard

Members of the public: none

MINUTES

23/072 Welcome and to receive apologies for absence Chairman

Apologies received from Cllr Borges, Cllr Mackenzie, Cllr Westrope, Cllr Denning, Cllr Swaby and Cllr Schwier

23/073 Declarations of Interest - none Information

23/074 To approve the minutes (previously circulated) of the Parish Council meeting held on 11th May 23.

Resolved as a true record, by a show of hands.

23/075 Question Time - none Information

23/076 Cllr Peter Schwier, Essex County Council & Cllr Diana Garrod, Braintree District Council

Cllr Garrod summarised the key points from her report, a discussion followed. Cllr Garrod’s report is on the PC’s website. In addition to her report Cllr Garrod pointed out 2 road closures, Haverhill Road closed for 5 days from 3rd July and Bumpstead Road, Sturmer from 3rd July for 5 days.

Cllr Garrod advised that 2 members of the public raised concerns over the road closure of Church Street for the Kings Coronation event and would prefer events to be on the village green rather than a street party.

23/077 Village Hall Committee report – The VH committee has been invited to present their report

No representative was present, this will be deferred to July’s meeting.

23/078 RoSPA update Decision

an update following the recent RoSPA inspection and removal of slide, including quotes for and requesting a decision on replacing the slide.

The proposal put forward by the Chairman on behalf of Cllr Mackenzie is to replace the slide at a cost of £6680 (in the form of a s106 grant) immediately, the proposal was seconded by Cllr Hill. The vote was 2 in favour, 2 against.

The chairman used his casting vote to confirm that the slide will be replaced. Item resolved.

23/079 Planning

Applications

| Number | Address | Postcode | Details | Status |
|-----------------|-----------------|----------|--|---------|
| 23/01275/TPOCON | 54 Lion Meadow | CB9 7BY | Notice of intent to carry out works to trees in a Conservation Area - T1 - Acer Pseudoplatanus fell to ground level to carry out works to trees in a Conservation Area - | Pending |
| 23/01094/TPOCON | 5 Church Street | Cb9 7DG | Notice of intent to carry out works to trees in a Conservation Area: A. Cherry Tree - Fell B. Plum Tree - Reduce by approx. 6-8ft C. 1No Cherry and 3No Apple - Fell D. Yew tree and Maple tree - reduce Yew tree's by approx 6-8ft and Maple by approx 6ft E. Sycamore Tree - Fell | Pending |

No comment on either of these as both tpo’s.

Decisions

| Number | Address | Postcode | Details | Status |
|-------------|---------------|----------|-----------------------------|---------|
| 23/00464/HH | 31 Blois Road | CB9 7BN | Erection of garage/workshop | Granted |

Other – None at present.

23/080 Neighbourhood development plan, to receive an update -consultation has completed with 70+ responses received, which are being compiled by an appointed company. Comments were also received from the District Council planning.

23/081 Financial Matters

To note and Decision

Item 1. To note receipts and approve upcoming payments, proposal to approve payments and make a virement of £2k from the relevant EM fund to the budget line for Asset Management.

Item Resolved Proposed by Cllr Rust and seconded by Cllr Peter, all voted in agreement.



Item 2. To note that the AGAR (annual audit has been submitted)

Item 3. To note the period to exercise public rights (in respect of 2022/23) which is 5th June

Item 4. Insurance renewal date is 26/6/23 BHIB quote has been received but needs a couple of amendments. We are in a 3-year term until, 2025. Clerk has delegated authority to instruct the insurance company.

OTHER ITEMS FOR DISCUSSION

23/082 Grant funding update – to provide an update following recent training and applications – Cllr Hexter has recently undergone training by EALC and provided an update.

23/083 S106 funding update – The clerk and Cllr Mackenzie have put together a spreadsheet (circulated) to keep together all the quotes and information received, with regard to works to be done in the open spaces and camping close areas under the s106 header. More to follow in the coming month when quotes are received.

23/084 Councillor Training – Dates are now available for new Councillor training. Cllr Swaby has agreed to attend but needs to book his place.

23/085 Information Sharing – Cllr Hexter, none, Cllr Hill, none. Cllr Rust – update regarding footpath 12 missing finger post. The line of the footpath isn't correct and needs rectifying first, Highways are arranging this but it will take some months. A new fingerpost has also gone up by the bauble barn. The handrail on the steps by the old telephone exchange hasn't been done yet.

23/086 Meeting Close & Date of Next meeting - Next meeting is 13th July, meeting closed 21.03

Signed by Chairman

Date

RFO (Finance) REPORT & payments list –10th May – 7th June 23

Upcoming Payments / Invoices pending (for approval):

June:
 £210.00 - ROSPA
 £48.00 - BALC Membership
 £3386.00 – Country Gardens
 £7.98 - HMRC employer contributions
 £59.99 – MS 365 PC software
 £89.90 – Cllr Hexter receipts
 £17.47 – Clerk Coronation thank you's

April:
 £112.00 - Paul Clark printing
 £3.88 - Wages adjustment
 £7.98 - HMRC employer contributions

Regular pre-approved Payments (monthly unless stated)

£80.00 - Moot Hall (per month)
 £5.00 - Clerks monthly phone contribution
 £800.00 - Clerks Wages

Account Balances as at 07/06/23

Current Account: £20,182.01
 Savings Account: £36,581.38
 Savings Account (005)*: £46,226.55
 Total: £101,989.94

*Earmarked Reserves:
 £4,800.48 – War memorial
 £28,527.00 – Churchyard wall repair fund
 £0 – Neighbourhood Plan grant
 £5,000.00 – Maintenance to Assets
 £3,089.09 – Tree Surveys and Maintenance
 £5,000 – Bumpstead in Bloom

Recent actions / observations.

1. The overall balance of accounts is in excess of £100k as the VAT payment has come in, however this will reduce again following the June payments.
2. Recommendations are as follows
 - a. Virement of £2000 from maintenance to assets into the asset maintenance budget line – which will cover the cost of the Kings Coronation bench and replacement swing seat paid out for already this year (£1243.41) and leave a small amount for spending on that new budget line.
 - b. Open an account for the War Memorial fund, allowing it to attract and accrue interest
 - i. The suggested accounts are another Barclays account
 - ii. Unity Instant access accounts, the interest is variable currently 2.31%
 - iii. Redwood at 2.05% 35-day account
 - iv. Redwood 4% on a 1-year bond
 - v. NatWest liquidity manager 1.9%
 - c. Open an account for the Churchyard wall fund, removing it from our accounting figure and allowing it to attract and accrue greater interest
 - i. The suggested accounts are another Barclays account
 - ii. Unity Instant access accounts, the interest is variable currently 2.31%
 - iii. Redwood at 2.05% 35-day account
 - iv. NatWest liquidity manager 1.9%

| Receipts | | Payments | |
|------------------|------------------|------------------------------------|------------------|
| May 2023 | | | |
| VAT | £ 5,237.73 | Red Side Up Printing | £ 1,016.00 |
| | | Red Side Up Printing | £ 121.00 |
| | | Simpson Accountancy Internal Audit | £ 348.00 |
| | | Country Gardens | £ 1,806.00 |
| | | EALC Funding Course | £ 90.00 |
| | | Power cable (Screwfix / Kerry) | £ 25.36 |
| | | RJO Medical | £ 330.00 |
| | | Moot Hall | £ 60.00 |
| | | Clerk's wages approx. £800 | £ 800.00 |
| | | Clerk phone contribution | £ 5.00 |
| | | Npower | £ 76.66 |
| | | NEST | £ 32.53 |
| Sub-total | £5237.73 | | £4,710.55 |
| June 2023 | | | |
| Bank Interest | £145.64 | | |
| Sub-total | £145.64 | | £0 |
| TOTALS | £5,383.37 | | £4,710.55 |