**Steeple Bumpstead Parish Council**

**DRAFT** - Minutes of meeting held on Thursday 12th December 2019

1. Apologies - Pauline Kenning and Andrew Kenning are away at a family funeral.

 Jon Borges is occupied as a poll clerk for the General Election today.

 David Finch (County Councillor) gives his apologies.

2. Hundred Parishes Society

The meeting was suspended in order to invite Mike Young from the Hundred Parishes Society to speak to us. Mr Young explained that the Society exists to promote the appreciation of the rural and heritage assets of the locality. Just over one hundred parishes are now included in this project, which transcends county boundaries. More details are available from the Society's website and publications, which do include Steeple Bumpstead. The Society is a potential source of funding for our parish. Kerry Barnes will undertake to verify that we are currently members of the Hundred Parishes Society.

The meeting re-started at 7.45pm.

3. No interests were declared (except see item 12.3.)

4. The minutes of the previous meeting were accepted as a true record and were duly signed.

 Proposer - Peter Hill, Seconder - Ian Westrope

5. Question time - none

6. District Councillor's report: Diana Garrod's report will be circulated by email.

 The most important item for our interests, is that the planning application by Enterprise, for Water Lane,

 will go to committee on 17th December 2019.

7. County Councillor's report: will be circulated by email.

8. Resignations

Sadly, our clerk, Pauline Kenning, has submitted her resignation to the Chair, as has Pauline's husband, councillor Andrew Kenning. Pauline and Andy have been with the council for a period of six months. They now find that the demand of the work involved, compounded by some difficult family circumstances which have come their way, is too much for them to continue in their roles. Much disappointment was expressed around the table, not only for the impact things have clearly had upon Pauline and Andy, but also upon the functioning of the council.

As clerk, Pauline will work a one month notice period, ending on 1st January 2020.

The chair is already undertaking to distribute a job advertisement for a new clerk, according to the statutory system. Interviews are scheduled for the second week in February 2020.

9. Appointments to Village Charities

No further progress has been made on finding out what the council's obligations are to the *Ann Coles Foundation* or to the *George Gent Foundation.* Ian Westrope will chase up with Paula Suckling, what the council's obligations are to the *Steeple Bumpstead Parochial Charities*.

10. Open spaces, Highways and lighting

1. Tree at Claywall Bridge junction:

Mr Hessell, who is responsible for this conifer, which obstructs safe vision at the road side, has told Ian Westrope that he will ensure the tee is cut back. There is no further action which the council can take regarding this safety concern.

2. Boxing Day Walk

Lorraine Wright reports this has been advertised in the pubs, on noticeboards and in the Yellow Book.

3. New Litter bins and Fido bins

Peter Hill will complete the "survey" of the needs for these bins and compile a list of the number of bins needed and their locations.

4. Alex will go ahead with the work he quoted for to clear the top car park and for tree work on the Camping Close.

The quote for clearing the leaves under the Conker trees is considered by the council to be too high. Alex has explained that this is because he has to hire a skip in order to dispose of the leaves. Peter Hill and Kerry Barnes agreed to co-ordinate the disposal of the leaves, if Alex collects them into sacks. The chair will ask Alex to re-quote on this basis.

11. Planning

The only item drawing comment at the meeting is the application by Enterprise Property Group Ltd, to develop the land next to Water Lane. Jon Borges and Kerry Barnes will attend the Committee hearing for this on 17th December. They will represent the PC has being in support of this development in principle, but unable to support it in its current form, until a footpath parallel to the road is added to the plans.

12. Finance and Administration

1. Clerk's report - was accepted by the meeting. Proposer - Peter Hill, seconder - John Fellows

2. Speedwatch

Lorraine Wright reports that this event went well; those attending learned how to take traffic speed measurements according to the regulations in place. Terrence Bridges, who attended the course, will now keep in touch with the Scheme Leader for updates, further training and resources.

3. Mental Health First Aid Training

John Drage reports that nine people attended this course and it went well.

Sophia Girvan, enquired as to how the hire of the Congregational Church Lecture Hall for this course was to be paid for, and declared a pecuniary interest in this enquiry since she receives income from the Congregational Church. Essentially the course is government funded. Kerry Barnes will ask Pauline Kenning about how to access the funding to cover this cost.

13. Emergency Plan - Ian Westrope is reviewing and adapting this plan, with the intention of discussing it with the other members of the emergency planning group before the next PC meeting.

14. Letter to Yellow Book regarding GP surgery

Both this letter and a similar one from the PPG were included in the YB. Additionally a few councillors have had informal talks with staff at the surgery in the village. Feedback was received saying that this has made a difference to the staff working there and has been appreciated.

15. Information Sharing

It was noted that the budget discussed at our previous meeting had not formally been adopted. Therefore this was now proposed by Peter Hill, seconded by John Fellows and agreed by all present.

The meeting closed at 9.05pm.