**Brent Pelham and Meesden Parish Council**

**MINUTES OF**

**BRENT PELHAM & MEESDEN ANNUAL PARISH COUNCIL**

**Thursday 29th September 2022**

**At Meesden Village Hall**

**PRESENT:**

Trevor Hughes Councillor and Chairman

Steve Murphy Councillor

Sarah Wootton-Ramsay Councillor

Wilf Dimsdale Councillor

Ted Barclay Councillor and Vice Chairman

**In Attendance:** Ken Newstead – Clerk

**APOLOGIES**:

Apologies received from Robert Dimsdale, Cllr Jeff Jones, and Cllr Peter Boylan. Apologies accepted.

**Minute Item Action**

**Year.Month.Item**

**22.05.05 Welcome and Apologies**

Mr Robert Barclayhas been invited by the Council to attend this meeting in consideration of the vacant position of Parish Councillor following the resignation of Cllr Hinch earlier this year. Unfortunately, he was unable to attend and whilst he is welcome to attend our next meeting as detailed below the positions for all Parish Councillors will be advertised early in 2023 as there will be elections in May of that year.

**22.05.06 Declaration of Interests**

There were no declaration of interest or request for dispensation for this meeting.

**22.05.07 To approve Minutes from Previous Meeting**

**Resolved** – It was proposed and seconded that the minutes were a true and accurate record of proceedings on 22nd 2022, and they were duly signed by Cllr Hughes as Chairman. Unanimous decision.

**22.05.08 Public Issues/Participation**

There were no members of the public at this meeting

**22.05.10 Finance – Accounts**

**Approval of accounts May 2022 to June 2022**

* **Approval of Bank Statement dated 2 July 2022 - Resolved** - Proposed, seconded, and signed by Cllr Murphy. Unanimous decision
* **Approval of Bank Statement dated 2 August 2022 - Resolved** - Proposed, seconded, and signed by Cllr Murphy. Unanimous decision
* **Approval of Bank Statement dated 2 September 2022 - Resolved** - Proposed, seconded, and signed by Cllr Murphy. Unanimous decision
* **Approval of BP&MPC Balance Sheet dated September 2022 - Resolved** - Proposed, seconded, and signed by Chairman. Unanimous decision

**Proposals for Payment**

* Payment of circa £45 + vat for replacement pads for Brent Pelham Defibrillator **Resolved** – Proposed and seconded. Unanimous decision

**2022/2023 Precept and Budget**

The Clerk presented a report showing all items of expenditure since 2008 with both year and category analysis. Whilst there had been very little change in the **Precept** during this time the report showed a decrease in income due to the end of New Homes Bonus payments and a significant increase in expenditure on tree related maintenance.

The Council analysed the data in detail and a proposal was made that a revised Precept requirement of £3,420 would be needed for 2023/24 to maintain the Council’s services. **Resolved** - Proposed, seconded. Unanimous decision. This will be submitted to the District Council in January 2023.

Constructing an itemised **budget** for each financial year remains an objective. The analysis of our spend over the years will help achieve this, but due to the majority of spend being on tree maintenance it was not possible to complete at this time.

**22.05.11 Planning Applications**

To consider the Parish Council’s response to the following planning applications or requests for consultation received since last meeting up to 29 September 2022:

3/22/1355/FUL - Change of use Down Hall Farm Ag. Bldg. to residential

3/22/1356/LBC - Change of use Down Hall Farm Ag. Bldg. to residential

3/22/1735/HH - Renovations – Meesden Hall

3/22/1736/LBC – Renovations – Meesden Hall

There were no objections by the Parish Councillors to any of these applications

**C/F 22.01.04** - Cllr Hughes provided details of how the Parish Council could create a Community Asset for the land adjacent to Rectory Farm in order for the village to retain an interest in the woodland adjacent to Rectory Farm and to ensure the Parish Council receive early notification from the owners should they decide to dispose of the land or apply again for permission to develop. A motion to complete and submit the application was proposed, seconded. Unanimous decision. **Cllr Hughes** to complete and submit the application.

**22.09.12 Highways**

**C/F 22.05.12 -** Flooding in Brent Pelham caused by blocked drains needs urgent attention. Highways fault reference 401002519978 dated 14/2/2022 and 401002515266 dated 10/2/22 remain unresolved. **Cllr Wootton Ramsay** will escalate this matter to **Cllr Jones**. For resolution.

A water leak in Pump Hill Brent Pelham is believed to be due to a leaking water main as the water is coming from a bank on the side of the road. **Cllr Murphy** is to report this.

Drain covers that have been tarmacked over are to be reported to the Highways team by **Cllr Barclay.**

**22.09.13 Village Defibrillators and Emergency Telephone System**

 **No issues**

**22.09.14 Repairs and Maintenance**

Cllr Wotton-Ramsay confirmed the refurbishment of the Stocks in Brent Pelham has been completed

**C/F 21.09.09** - Digging of the ditch opposite The Farthings. **Cllr** **Murphy** confirms work proposed for later in the year

**C/F 22.05.14** - **Cllr** **Murphy** confirmed that the Jetting of Meesden drain completed in January this year discovered tree roots penetrating the drain. CCTV examination needed for remedial work.

**C/F 22.05.14** Cllr Hughes presented a report from arborist Tim Fuller for remedial work or removal of Chestnut tree located in front of Home Farm. In consideration of the indemnity insurance needed for the property if tree is removed the Parish Councillors all agreed that a reduction would be the safer option at this time. **Cllr Hughes** to instruct work accordingly.

**22.09.15 AOB**

**C/F 22.05.15 Legal** - **Cllr** **Murphy** to supply documentation confirming Parish Land ownership.

**22.05.16 Date of Next Meetings**

The next Parish Council meetings are to be held on:

**Thursday 26th January 2023 – 7:30 pm at Brent Pelham Village Hall**

**Thursday 11th May 2023 – 7:30 pm Annual Parish Meeting followed by Annual General Meeting – at Meesden Village Hall**

**The meeting concluded at 9:00 pm**

Minutes approved by Chairperson: .............................................................

Signed: .......................................................................................

Date: ...........................................