



BIRCH PARISH COUNCIL

Clerk – Angela Balcombe

6 Shires Close, Great Notley, Braintree, Essex CM77 7FT

Tel: 01376 550927 E-mail: birchparishclerk@aol.com

www.birchpc.org.uk

Minutes of the Annual Meeting of Birch Parish Council, held on
Tuesday 7 May 2019, 8pm at Birch Memorial Hall.

Present: Cllrs: *Bowtle, Campion & Ninnim.*
In the Chair: Cllr *Bowtle.*
Clerk: Angela *Balcombe.*
Also present: Cllr *Ellis and two members of the public.*

19/66. ELECTION OF CHAIRMAN.

The Chairman, Cllr Bowtle called for nominations for Chairman for 2019/20. Cllr Campion proposed Cllr Bowtle as Chairman, this was seconded by Cllr Ninnim and unanimously agreed, therefore Cllr Bowtle was elected Chairman for 2019/20.

- **The Chairman signed the Declaration of Acceptance of Office as Chairman.**

19/67. ELECTION OF VICE-CHAIRMAN.

Cllr Ninnim proposed Cllr Boyce as Vice-Chairman, this was seconded by Cllr Campion and unanimously agreed, therefore Cllr Boyce was elected Vice-Chairman for 2019/20.

19/68. CHAIRMAN'S WELCOME.

The Chairman, Cllr Bowtle, welcomed those present to the meeting.

19/69. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Boyce, Cllr Cottrell and Cllr Walsh.

19/70. CASUAL VACANCY.

Due to the resignation of Cllr Gidlow a vacancy has arisen for a Parish Councillor. The vacancy will be advertised and if no election is called for the Council must co-opt as soon as is practicable.

19/71. MINUTES OF THE LAST MEETING.

The minutes of 2 April 2019 were approved as a correct record of events.

Proposed: Cllr Campion. Seconded: Cllr Ninnim. All agreed.

19/72. DECLARATION OF INTERESTS.

To declare any Disclosable Pecuniary, Other Pecuniary or Non-Pecuniary Interests on any matters covered by this agenda. No interests were declared.

19/73. PUBLIC PARTICIPATION.

19/56. The issue with the school bus has been resolved.

19/64. The white van blocking the road is still a problem, the registration details to be forwarded to the police as the van is causing an obstruction.

19/74. PROGRESS CHECK.

Footpath has been done

19/75. EMERGENCY PLAN.

To sign off the final version of the Emergency Plan, as Cllr Walsh was not present it was agreed to put this on the next agenda.

19/76. ACCOUNTS YEAR ENDING 2018/19.

The accounts for the year ending 31 March 2019 were approved by the Council.

Proposed: Cllr Ninnim. Seconded: Cllr Campion. All agreed.

The Chairman and Responsible Financial Officer signed:

- (i) Certificate of Exemption 2018/19 stating that the gross income/expenditure did not exceed £25,000.
- (ii) Annual Governance Statement.
- (iii) Accounting Statements.

19/77. RENEWAL OF INSURANCE PREMIUM.

A long-term agreement is in place with Zurich Municipal which expires on 31 May 2020.

19/78. FINANCE.

Payments made / money received.

101673 £355.23 A Balcombe (Clerks Salary & Expenses).

101674 £259.35 Colchester Borough Council (Litter Collection)

101675 £36.00 Clacton Business Services (Payroll)

101676 £35.00 CALC (Annual Subs)

101677 £776.77 Zurich Municipal (Annual Insurance Premium)

101678 £1440.00 Hill Farm Landscapes (Maintenance March/April & Strimming of Birch Grave Yard)

19/79. APPOINTMENT OF REPRESENTATIVES.

- Hall and General Village Matters – Cllr Bowtle
- Colchester Association of Local Councils (CALC) - Cllr Boyce
- Emergency Officer – Cllr Walsh
- Highways Officer – Cllr Campion
- Play Area – Cllr Ninnim
- Wildlife/Footpaths Officer – Cllr Ninnim

19/80. CORRESPONDENCE.

CALC - the next meeting is on Thursday 20 June 2019 at 7pm at Marks Tey Village Hall.

Residents e-mail – regarding loved ones buried at St Peters Church.

Clerks Forum – future meeting dates: 3 July 2019, 10 October 2019, 9 January 2020 & 2 April 2020.

Essex Highways – Birch Park Bridge, 3 Tonne Structural Weight Restriction Order 201.

19/81. PARISH COUNCILLOR REPORTS / NEXT AGENDA ITEMS ONLY.

Play Area – an application for funding to be submitted.

19/82. MEETING DATES 2019.

4 June, 2 July, 3 September, 1 October, 5 November, 3 December.

Cllr Bowtle and Cllr Campion gave their apologies for the next meeting.

The meeting closed at 20.40

SIGNED (CHAIRMAN):

DATE: