

**MINUTES OF BARNSTON PARISH COUNCIL**  
**MONDAY 9<sup>th</sup> MARCH 2026 – BARNSTON VILLAGE HALL**

Present:

|                                  |  |                              |
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| Cllr R Burlend MBE - Chairperson | Cllr S Tuttlebury  | Cllr J Clyne MVO             |
| Mrs Fay Jupp (Clerk)             | Cllr Jaggard   | Cllr P Singleton             |
| Cllr S Barker                    | Cllr J Hills   | Cllr D Jackaman – Vice Chair |
| Cllr D Sellens                   | Mr Colin Todd - candidate for<br>Dunmow South and Barnston |                              |

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| 1.00 | <p><b><u>Apologies for Absence</u></b></p> <p>Cllr L Penny MBE</p>   |
| 2.00 | <p><b><u>Declaration of Interest</u></b></p> <p>Cllr Hills signed the Declaration of Interest book for his association with planning application UTT/26/0425/AG   Agricultural building to store straw   Land At High Easter Road, Barnston.</p>   |
| 3.00 | <p><b><u>Public Forum</u></b> - Nil</p>  |
| 4.00 | <p><b><u>District &amp; County Councillors Report</u></b></p> <p>Cllr Barker attended the meeting and provided the following information.</p> <ul style="list-style-type: none"> <li>• Cllr Platt and Cllr Barker assessed the road surface on High Easter Road and at Wellstye Green. The potholes have been reported for repair. Progress can be monitored on Causeway one. network.</li> <li>• There is some confusion over the Affinity Water Road Closure at Wellstye Green. Cllr Barker is seeking clarity, as the Road Closure should be in place on High Easter Road 23-27<sup>th</sup> March 2026. Cllr Barker to report back to the Clerk in due course.</li> <li>• Cllr Barker introduced her colleague, Mr Colin Todd, a new candidate for the Conservative Party, who will be standing in the May election to represent Great Dunmow South and Barnston. Cllr Barker will no longer represent Barnston from May 2026 and will stand for Canfield and surrounding areas.</li> </ul> <p>The Parish Council thanked Cllr Barker for her many years of support to Barnston and for regularly attending the Parish Council meetings.</p> <p>Mr Todd introduced himself to the Parish Council. A general discussion ensued surrounding the challenges within Barnston. These include, pot holes, The Skyline Hotel, excessive speeding particularly on High Easter Road and increased levels of traffic throughout the village. If elected Mr Todd would work towards resolving these issues.</p> |
| 5.00 | <p><b><u>Road Safety</u></b></p> <p>Cllr Burlend has been working to obtain a quotation for reconditioning the original speed signs; however, the original supplier is no longer in operation. Therefore, a new set of signs would be the next best step.</p> <p>Cllr Jaggard provided an update on a provisional location for the post which could be located within the football club. The Clerk agreed to contact the football club to seek permission.</p> <p>Cllr Jaggard agreed to provide a post for the speed sign. <b><u>ACTION: PARISH CLERK</u></b></p> <p>The Parish Clerk is obtaining a quotation for the Community Partnership Scheme. <b><u>ACTION: PARISH CLERK</u></b></p>   |

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| 6.00  | <p><b><u>Minutes of Previous Meeting</u></b></p> <p>Minutes of the previous meeting (19<sup>th</sup> February 2026) were agreed as a true and accurate record and signed by Cllr Burlend (Chairperson)</p>   |
| 7.00  | <p><b><u>Action Points from previous Meeting</u></b></p> <p>Cllr Clyne requested two additional trees to be planted along High Easter Rd. Landvista agreed to donate two Malus trees. Cllr Jaggard kindly agreed to provide some topsoil for dressing the verges. These will be planted in due course.</p> <p>Street light repaired outside No 39a Watts Close.</p> <p>The Clerk has emailed the District Councillors to request some financial contribution towards the new VAS signs. Awaiting response.</p> <p>Cllr Burlend requested an update on the Sparlings Farm entrance and village sign relocation. The Clerk agreed to investigate this and report back at the next meeting. <b><u>ACTION: PARISH CLERK</u></b></p>  |
| 8.00  | <p><b><u>Assertion 10: Digital Compliance</u></b></p> <p>8.01 <b><u>IT Policy – previously circulated</u></b><br/>Cllr Burlend summarised the IT Policy which will be adopted as part of the Digital Compliance Regulations. Cllr Burlend agreed to make some amendments to the Policy.</p> <p>8.02 <b><u>Accessibility Statement</u></b><br/>Cllr Burlend summarised the purpose of the Accessibility Statement which will be adopted as part of the Digital Compliance Regulations. This will be uploaded to the Parish Website.</p> <p>8.03 <b><u>Domian</u></b><br/>The Clerk reported that the new website domain has been approved and the web site provider is now switching the old site to the new domain.</p> <p>8.04 <b><u>Email Address</u></b><br/>The Clerk confirmed the new Parish email address is <a href="mailto:clerk@barnston-pc.gov.uk">clerk@barnston-pc.gov.uk</a><br/>A general discussion ensued regarding the use of Cllr email addresses and the phasing out of private email usage.</p> |
| 9.00  | <p><b><u>Clerk’s Report</u></b></p> <p>The HSBC bank security device has been discontinued. The new app system has been setup and Cllr Burlend will also setup access for this. <b><u>ACTION: PARISH CLERK &amp; CLLR BURLEND</u></b></p> <p>Audit and AGAR preparation is now underway.</p> <p>The Clerk attended the EALC ‘Practitioners Guide &amp; Assertion 10 Compliance Course on 26 February. The course provided information on the key changes to digital governance which the Parish Council is required to implement.</p>  |
| 10.00 | <p><b><u>Financial Position – Statement of bank account as of 28<sup>th</sup> February 2026</u></b></p> <p>The financial position as of 28<sup>th</sup> February 2026 was £2677.33 in the current account.</p>   |

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| 11.00 | <b><u>Planning Applications</u></b><br><br>UTT/26/0425/AG   Agricultural building to store straw   Land At High Easter Road, Barnston  |
| 12.00 | <b><u>Planning Applications Determined</u></b><br><br>UTT/26/0054/TPO   Trim and cut back all overhanging branches above the huts and remove any lower branches of 2no. Oak trees.   Adjacent Barnston AFC, High Easter Road, Barnston – <b>Allowed</b><br><br>UTT/25/3431/HHF   Demolition of existing conservatory. Proposed two storey rear extension with changes to fenestration and internal remodelling   Pyes Cottage, Onslow Green, Barnston – <b>Refused</b><br><br>UTT/25/3215/HHF   Proposed Garage and Cart Lodge   Lanham Barn, Onslow Green, Barnston – <b>Refused</b>  |
| 13.00 | <b><u>General Correspondence to note - Nil.</u></b>  |
| 14.00 | <b><u>EALC – Various – Nil</u></b>   |
| 15.00 | <b><u>Bus News - Nil</u></b>   |
| 16.00 | <b><u>Any Other Business</u></b><br><br>Cllr Clyne reported monitoring cables at the bottom of Buttles Hill. These are presumed to be for traffic monitoring.<br><br>Two residents have reported a dog escaping from Brook Farm on separate occasions. The Council requested for the Clerk to write to the owner to raise concerns, particularly in relation to the hazard posed to pedestrians and passing traffic. <b><u>ACTION: PARISH CLERK</u></b><br><br>Cllr Singleton requested a date for a general household skip. The Clerk confirmed that this would be booked for April/May. <b><u>ACTION: PARISH CLERK</u></b><br><br>Cllr Clyne reported a conversation with a resident relating to a potential housing proposal on the football club. The Parish Council has not been informed of any proposed developments. |

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| <b>March 2026</b>     |          |
| James Todd & Co       | £ 39.30  |
| Parish Clerk Wage     | £ 368.10 |
| HMRC                  | £ 90.70  |
| A&J Lighting          | £ 59.88  |
| Dunmow Training Ltd   | £ 30.00  |
| Barnston Village Hall | £ 14.25  |
| N Power               | £ 271.34 |

The next meeting is scheduled for Monday 13<sup>th</sup> April 2026, 7pm at Barnston village hall.

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