

**STEEPLE BUMPSTEAD PARISH COUNCIL Meeting @ The Moot Hall**  
**ON Thursday 8<sup>th</sup> January 2026 at 7.30pm**



**Chair:** Cllr Kerry Barnes

**Present:** Cllr Borges, Cllr Westrope, Cllr Aldred, Cllr Hill, Cllr Rust, Cllr Garrod and Cllr Schwier

**Clerk:** Mrs Julia Howard

**Draft Minutes**

**26/001 Welcome and to receive apologies for absence** - Apologies received from Cllr Ian Mackenzie.

Cllr Swaby and Cllr Lacey were absent

**26/002 Declarations of Interest** - none  
**Information**

**26/003 To approve the minutes** (previously circulated) of the Parish Council meeting held on 11<sup>th</sup> December 2025. Update: Cllr Borges gave an update on the planning section 25/02712/BNGDAC - Land North Of, Blois Road, Steeple Bumpstead

RESOLVED Cllr Hill proposed and Cllr Westrope seconded, all agreed by show of hands.

**26/004 Question Time** - none

**26/005 Invitation to Cllr Peter Schwier, Essex County Council and Information**

**Cllr Diana Garrod, Braintree District Council** to address the meeting on matters of mutual interest.

Cllr Garrod gave a summary of her report which is also on the PC's website.

There are some roadworks scheduled which affect local roads, going through New England and Ridgewell.

There is a free business workshop on 13<sup>th</sup> January at Hedingham Castle. There are also new grants available. There is a consultation on the use of facial recognition which closes on 12<sup>th</sup> Feb.

Cllr Borges asked about bus 13 consultation outcome, Cllr Garrod advised this will be coming out in February.

Cllr Garrod noted that Sturmer PC has the Endway/Hill Lane Quiet lane Speed Survey on their agenda and asked if we had asked for support on this, which Chair Cllr Barnes has done.

Cllr Schwier arrived at 19.42, in time to deliver his report as follows.

ECC extended their streetlight times to allow for extra safety over the festive period, this has now reverted to the usual schedule. Rural bus service information has been circulated, with ECC investing in this.

The consultation on Local Government reorganisation closes on Sunday 11<sup>th</sup> Jan.

If there are safety signs /road signs covered in vegetation please take care of it if it is from your own property and report it if it is Highways property (bearing in mind that those on Suffolk roads need to be reported to SCC rather than ECC).

There are 2 crews dedicated to repairing potholes in the first 3 months of the year, if there are particularly bad potholes, please take a photo with what3words location and report it on ECCs website. Cllr Borges spoke about the road between here and Haverhill, where the trench repair done by Anglian water is showing significant defects and becoming dangerous

Cllr Garrod and Cllr Schwier left the meeting at 20.03

**26/006 Financial Matters** **To note and Decision**

**Item 1.** To note receipts and approve upcoming payments - as circulated.

RESOLVED Proposed to approve by Cllr Rust, seconded by Cllr Aldred, all in agreement by nod of head.

**Item 2.** Precept request - to confirm the precept figure £54,145, an increase of £2,445 or 3.01%



**RESOLVED** which takes the band D element up to £80.86 which is an increase of £2.36 band D properties. Proposed to accept by Cllr Hill and seconded by Cllr Borges, all in agreement.

The precept request was filled in and then signed by the chair at the meeting, and countersigned by the clerk.

**Item 3.** Cllr training (update) - Cllr Aldred gave an update on this and the options with pricing. The

PC would need to choose the modules. Cllr Aldred and Chair Cllr Barnes will move this forward outside of the meeting.

**Item 4.** Recruitment update / progress - We have had 1 application for the clerks role, closing date

23/1/26. Adverts have been printed and will be delivered to homes in the village. The clerk has offered to stay on until the end of February if needed. We have had 1 application for the handyman assistant and will review in a few weeks.

**Item 5.** IT Update the new website is now live and email addresses will be issued soon.

## 26/007 Planning Applications -

Validated Planning Applications			
Number	Address	Postcode	Details
25/02859/TPOCON	Portobello House , 2 Chapel Street	CB9 7DQ	Notice of intent to carry out works to trees in a Conservation Area: T1- Acer: Crown reduce by approximately one third, removing 1 metre from the height and 0.5 metres from the lateral spread. T2- Acer pseudoplatanus: Pollard back to previous pollard points.
25/02714/HH	Laurel House, 8 Finchingfield Road	CB9 7EA	Proposed first-floor side extension and single-storey rear extension; new front porch; alterations to external materials and fenestration; demolition of existing carport and small garage extension; new roof over existing garage.

1. The PC typically doesn't comment on TPOs.

2. 2. PC supports this application

Also from last month, 25/02712/BNGDAC Land North Of, Blois Road, Steeple Bumpstead - Cllr Borges gave an update at the beginning of the meeting

## Decisions

Validated Planning Applications				
Number	Address	Postcode	Details	Status
25/02500/TPOCON	10 The Crescent	CB9 7DX	Notice of intent to carry out works to trees in a Conservation Area- Fell plum tree.	Deemed Permitted
25/02456/HH	43 Lion Meadow	CB9 7BY	Proposed single storey side and rear extensions	Granted
25/02395/HH	5 George Gent close	CB9 7EW	Proposed single storey rear & side extension and alterations to fenestrations.	Granted
25/02500/TPOCON	10 The Crescent	CB9 7DX	Notice of intent to carry out works to trees in a Conservation Area- Fell plum tree.	Deemed Permitted

## 26/008 Actions from Working Groups meeting Decision

Grit bin update - this is with Cllr Mackenzie no update, Installation of Keter for grit - this is with Cllr Rust, Measurements for the trim trail / climbing frame area - Cllr Rust is doing this. The PC also needs to have a meeting with a representative of each of the Football clubs / teams, to ensure our facilities meet their needs and we can work well together, we'd like to do this annually or every 6 months and to update terms of reference - Cllr Rust to liaise with teams and arrange a meeting.

## OTHER ITEMS FOR DISCUSSION

**26/009 Events - Village showcase** - planning for this needs to start, Cllr Rust to lead this again, the date is Saturday 18<sup>th</sup> April.

**26/010 Update on outstanding actions from previous meeting/s**

Post office update - Chair Cllr Barnes will be speaking to the co-ordinator when he can find contact details.



Plaque holders have been made for the avenue of memorial trees, plaques need to be engraved and Cllr Mackenzie will speak to the Vets Football club about these before arranging to install them

A memorial plaque for the bench that's just been installed is due to be ordered. Review of Zip Wire by OSWG is still underway - the signage hasn't yet been installed but new posts have been sought, a findings report will be done by the end of March.

Additional signage for the Camping Close has been purchased and the first one has been put up. When weather is better it will be done.

Quiet lane at the Endway/Hill lane and Maltings Lane - Sturmer PC has been asked to support this and the clerk has drafted a Purchase order to request the speed survey.

**26/011 Information Sharing**

Clerk - The hundred parishes has done a new article on Steeple Bumpstead, Cllr Rust - none, Cllr Hill - none, Cllr Aldred- Crochet poppies call to go out to add to the net for our poppy displays, Cllr Westrope - asked if some of the old grit can be taken for use in the shop's grit bin, this was agreed. Cllr Borges - The road going to Haverhill is becoming dangerous where the repair has started to separate, this needs to be reported to Anglian Water and Essex Highways. Cllr Barnes - Mortimers need to come back to install new metal dowels in the swings and adjust the height of the swings.

**26/012 Meeting Close & Date of Next meeting - 12<sup>th</sup> February. Meeting closed 20.54**



## RFO (Finance) REPORT & payments list – 9<sup>th</sup> Dec 25 – 7<sup>th</sup> Jan 26

### Upcoming Payments / Invoices pending (for approval):

£681.85 - Parish Council Websites, balance when due.  
£540 – GSC for base for Keter shed for salt

### Regular pre-approved Payments (monthly unless stated)

£64.00 - Moot Hall (per month)  
£5.00 - Clerks monthly phone contribution  
£1052.36- Clerks Wages  
£64.80 – quarterly mileage claim  
£1704.58 Zion Landscapes LTD

### Account Balances as at 07/01/26

Current Account:	£9,342.69
Savings Account:	£22,407.98
<b>Total</b>	<b>£31,819.10</b>

*Earmarked Reserves:	£4,378.79	– War memorial
	£27,537.00	– Churchyard wall repair fund
	£1,305.00	– Maintenance to Assets
	£3,200.01	– Tree Surveys and Maintenance
	£65.41	- Community Herb Planter (Grant)
	£115.81	- Picnic benches

Savings Account (005) \* Total: **£36,602.02**

### Clerk's notes:

1. Clerk has applied for a Unity Bank account and awaiting next steps
2. Clerk transferred bank interest from the Earmarked account into the savings account. At the end of the financial year interest will be added to the war memorial fund.
3. Clerk transferred herb planter spend out of earmarked account
4. A credit of £1931.75 has been paid into the current account, I believe this is an error.

Receipts		Payments	
<b>December 2025</b>			
Pestell KJ	£1931.75	Wages - Handyman 2 Additional hours	£ 121.20
		HMRC employer contributions	£ 223.64
		WIX Core	£ 230.40
		Library costs -laminator	£ 25.49
		Christmas costs	£ 115.94
		Handyman 1 invoice	£ 760.00
		Herb Planter supplies	£ 31.96
		Herb Planter supplies	£ 13.60
		In Bloom flowers	£ 44.50
		NEST	£ 69.55
		Moot Hall	£ 64.00
		Wages - Handyman 2	£ 131.65
		Clerk Wages	£ 1,076.89
		Clerk phone contribution	£ 5.00
		ZION landscapes ltd	£ 1,704.58
		Mortimer contracts, repair at play area NET	£ 1,230.00
		GCS trading - installation of memorial bench	£ 1,380.00
<b>Sub-total</b>	<b>£1931.75</b>		<b>£7,228.40</b>
<b>January 2026</b>			
		Clerk Milage allowance 4	£ 64.80
<b>Sub-total</b>	<b>£0</b>		<b>£64.80</b>
<b>TOTALS</b>	<b>£1931.75</b>		<b>£ 7,293.20</b>