

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 14<sup>th</sup> September 2015

Present: Cllr Ginny Barlow (Chairman for this meeting)  
 Cllrs Stuart Hepburn, Jenny Jewell and the Clerk Allison Ward

7 members of the public (1 remaining for the whole meeting)

The Clerk opened the meeting and invited the Cllrs present to appoint a Chairman, Cllr Barlow agreed to chair this meeting.

1. APOLOGIES FOR ABSENCE were received from Cllrs Keir Donald, Chris Easter, Michael Knight and Robert Mackley and accepted by the Parish Council.
2. DECLARATION OF INTERESTS FOR THIS MEETING – None.
3. PUBLIC FORUM

A resident asked for clarity on the easement signed between the Parish Council and the owner of the Canfield Nursery site specifically in relation to the clauses preventing further development beyond the proposed 7 dwellings. The Clerk confirmed the easement had been signed and only comes into effect if Uttlesford approves the application. Following the Planning Committee meeting this approval is subject to final discussions and agreements relating to affordable housing payments. Assuming it is approved the easement includes a clause restricting access to 7 dwellings.

A resident asked about the missing notice board at Hope End and the Clerk confirmed this has been temporarily removed due to obstruction of sight lines, it will be re-instated when resource is available on the same verge but in a position such that it does not cause any obstruction.

4. MINUTES OF THE PARISH COUNCIL MEETING 13<sup>th</sup> July 2015 were proposed by Cllr Hepburn as a true record, seconded by Cllr Jewell with all in agreement; Cllr Barlow signed.
5. DISTRICT AND COUNTY COUNCILLORS REPORT – None.
6. PROGRESS UPDATE
  - 6.1. The village sign has been cleaned
  - 6.2. Notice board at Hope End, as reported in public forum.

7. CORRESPONDENCE

- 7.1. The Parish Council has received concerns regarding parking on the verges along Bullocks Lane, the impact of which is eroding the grass. This land is registered village green and in the ownership of the Parish Council. During discussion it was also noted that those parking on the green include cyclists leaving their vehicles whilst using the local routes. It was suggested the Clerk drafts a letter to all residents asking them not to park on the village green and additional flyers are produced which Cllr Jewell agreed to put on any non-resident vehicles.
- 7.2 The Essex authorities have joined forces to run a ‘Cleaner Essex Campaign’ in partnership with several large companies including McDonalds, Dominos Pizza, KFC and Tesco, this is running for a 6 week period beginning end August. The Parish Council discussed the request from Uttlesford to hold a litter pick during w/c 21<sup>st</sup> September but agreed not to organise this as there was limited time to market successfully.

Signed  
 Robert Mackley (Chairman Parish Council)

7.3 The Clerk has arranged to meet with the current village website administrator in September to provide access and training to enable the Clerk to update and maintain the Parish Council pages on the website.

## 8. PLANNING

### 8.1. Applications

Application No	UTT/15/2526/FUL
Location	Tandans, Canfield Drive
Development	Proposed change of use of land for two additional pitches at existing gypsy caravan site.

The Chairman permitted the applicant who was present to contribute to the discussion. An identical application, UTT/15/0404/FUL had previously been submitted and discussed by the Parish Council before being withdrawn by the applicant for personal reasons, this new application to increase the number of pitches on the site to 5 is identical. The applicant confirmed to the meeting that the two additional pitches were as proposed and supported in the Issues and Options document which is the first stage in the production of the Uttlesford Gypsy and Traveller Local Plan, the Clerk commented that this document has not been approved by Uttlesford. The meeting discussed the varying views on the state and safety of the access road.

In conclusion Cllr Jewell proposed that the Parish Council submits an objection to this application with reference to the latest Government consultation for Planning and Travellers and stating the reasons,

- a. The access road, Canfield Drive is a single track unmade lane and further vehicular access will cause danger to both vehicles and pedestrians.
- b. Overdevelopment of the site. Planning Application UTT/0520/10/OP was refused for this reason.
- c. The Uttlesford Gypsy and Traveller Local Plan has not been approved and this Parish Council fails to understand how this application can be considered for approval when it is part of an overall process and decision on sites across the District which has not yet been discussed or considered by the elected members of Uttlesford District Council.

This was seconded by Cllr Hepburn with all in favour.

The Parish Council is aware that District Cllr Wells has called this application in on at the request of a local resident. At this time no date has been confirmed as to when it will be discussed by the Planning Committee.

Application No	UTT/15/2377/HHF & UTT/15/2378/LB
Location	Turnberry Cottage, Bacon End
Development	Proposed single storey extension, front porch and internal alterations

Cllr Barlow proposed that the Parish Council makes not comment on this application, this was seconded by Cllr Jewell with all in favour.

### 8.2. Applications between meeting

Application No	UTT/15/2330/PDE
Location	Little Bullocks Farm
Development	Single storey rear extension - extending 8m from rear wall, maximum height 4m and height to eaves 2.8m
Decision	No objections

This application was for permitted development and information was circulated to Cllrs, there were no concerns with the information submitted.

Signed  
Robert Mackley (Chairman Parish Council)

### 8.3 Decision

Application No	UTT/15/1619/FUL
Development	Proposed installation of 48 Photovoltaic Solar Panels
Location	Peckers Farm
Decision	Refused

Application No	UTT/15/1840/FUL
Development	Change of use of part of redundant agricultural building to holiday accommodation
Locations	Ashfields Farm, Cuckoos Lane
Decision	Conditional Approval

### 8.4 Gladman Appeal

During August the Statement of Case on behalf of the Joint Parish Councils was submitted to the Planning Inspectorate. The key points that will be used in the objection are

1. General policy – 5 year land supply, sustainable development and development in the countryside,
2. Access.
3. Infrastructure – Local services including education.
4. Heritage/Ecology – proximity to Great Canfield Park, Hatfield Forest.
5. Design – Lack of information in the application.

A further meeting of the Joint Committee took place in August and was attended by Cllr Barlow, Cllr Jewell and Phil Roberts. At this meeting it was agreed that in order to support the defense case the Joint Committee needed to appoint a Highways expert. This resulted in Bruce Bamber being appointed at a cost of £5,350 including expenses. This meeting further agreed to engage Geoff Gardner as Planning Consultant and Advocacy for the entire project, total cost £13,000. As a result the Joint Committee agreed a total estimated expenditure of £20,000 including a small contingency with Takeley Parish Council agreeing to increase their contribution to £14k with the balance of £6k being funded by Great Canfield Parish Council and residents. Cllr Barlow proposed that Great Canfield Parish Council supports these decisions, this was seconded by Cllr Jewell with all in agreement. In late August representatives from the Joint Committee met with Bruce Bamber on site to discuss the key Highway issues. One final meeting took place in August with Uttlesford District Council to understand the outline of their defense to ensure that all points were covered and not unnecessarily duplicated. The next stage is for the Planning Consultant to prepare the detail of the defense which must be submitted to the Planning Inspectorate by early December

The Chairman opened the discussion to residents. It was first noted that the Parish Council has no funds beyond the £2k already committed and its mechanism of raising funds through precept is not possible given the timescales involved. A resident commented that some funds had already been committed by residents, however asked if the Parish Council could write to all residents asking for a contribution towards the appeal, the suggestion was this should be a commitment to donate at some time in the future. It was further asked whether the donations could be subject to a future pay back by the Parish Council should funds become available. The Clerk confirmed the Parish Council could not make any comments on the payment due from the Easement at Canfield Nursery, firstly this fund is still not guaranteed and is dependent on negotiations between the applicant and Uttlesford, furthermore the Parish Council has not considered how it uses these funds should they be received. The Clerk advised the Parish Council that should it wish to send a letter that the request is for funds payable immediately to the Parish Council with no commitment that these will be refunded; the Clerk was asked to draft a letter for agreement. The Clerk was also asked to check the exact commitment expected of Great Canfield as there is some confusion over whether this is £5 or £6k.

*4 residents leave*

8.6 Crumps Farm - A response has been submitted to the consultation on the Essex Waste Local Plan objecting to the proposals to use the two sites identified for mineral extraction at Little Bullocks Farm (A22 and A23) for landfill, in particularly to the proposal for one site which is suggested as suitable for hazardous

Signed

Robert Mackley (Chairman Parish Council)

waste, the only site put forward in Essex. The next Crumps Farm Liaison meeting is scheduled for 30 September.

## 9. LOCAL DEVELOPMENT PLAN

As part of the process of developing a Local Plan, Uttlesford has asked that all Parish Councils notify them of their intention to produce a Neighbourhood Development Plan, by the end of 2015.

CLlr Barlow proposed that this agenda item was carried over to the next meeting to allow a discussion and decision to be made by the full council. This was seconded by CLlr Jewell with all in favour.

## 10. REPRESENTATIVES REPORTS:-

10.1. Footpaths, Byways, Bridleways and Greens – Nothing to report.

10.2. Highways/Road Safety

10.2.1. Highways have responded to the request for a 30 mph speed limit through Bacon End and report that *‘there are too few properties over too great a distance to be compliant with a 30mph speed limit. In any event the speed surveys show that both average & 85%ile speeds are below or around 30mph. Only the occasional driver is exceeding 40mph, with these flows it is likely to be the same couple of local drivers each time. As such a 30mph is not compliant with policy as the road does not indicate that it is a village or a built up area.’*

The Parish Council discussed the response and whilst they accept that speed is not excessive their primary issue is with over-sized vehicles using this route as a ‘quick route’ as directed by Sat Navs. There are numerous examples of vehicles becoming stuck and/or damaging the verges as a result. The Clerk was asked to write to both County and District CLlrs asking for their support and guidance on how the Parish Council can progress this request to reduce the limit to 30mph. The Clerk was also asked to contact the Uttlesford Highways Liaison Team to enquire what the process is for reconsideration of the decision..

10.2.2 Hellmans Cottage, Green Street - concerns have been raised with the Parish Council regarding the position of the fence adjacent to Highway. The Clerk confirmed the instances when planning permission is required for boundary fencing, this includes if ‘your house is a listed building or in the curtilage of a listed building’. It was noted that two cars are not able to pass in front of the property and a result serious damage has been done to the verge opposite. The Clerk was asked to notify Uttlesford re the fence and Essex Highways re the damage to the verge.

10.2.3 A response from Highways is pending re weight limit signs at High Cross Lane

10.2.4 The Clerk included an article in the newsletter re overhanging trees and the responsibilities of landowners. The Parish Council agreed to wait and see if any actions were taken as a result before writing to specific residents. Further comments were made re the boundary hedges at Canfield Drive and with the trees on the Cricket Ground where it remains unclear who is responsible. The Clerk will look into ownership of trees surrounding the Cricket Ground. The state of overhanging hedges and tress around the village will be carried over to a future meeting.

10.2.5 The Clerk was asked to report the pot holes in the passing places in front of Badgers.

10.2.6 The Clerk was asked to report the sunken road which is deteriorating between Fanns Cottage and Fanns Farm.

Signed  
Robert Mackley (Chairman Parish Council)

10.3 Crime Prevention/Neighbourhood Watch – Nothing to report.

10.4 Tree Warden – Progress on responsibility for the dead tree at Hellmans Cross remains outstanding.

## 11 FINANCE

### 11.1 Cheques for Approval

<i><b>PAYMENT TO</b></i>	<i><b>VALUE</b></i>
Allison Ward - Parish Clerk July and August 2015	323.38

11.2 A cheque for Geoff Gardner (Gladman Planning Consultant) was agreed between meetings to cover the Great Canfield Parish Council share of the Gladman Appeal work, value £516.

11.3 The external audit of the Annual Return for 2014/15 has been completed and there are no comments or issues raised.

## 12 ITEMS FOR THE NEXT AGENDA

12.1 Trees at Bullocks Lane

13 DATE OF NEXT MEETING Monday 12<sup>th</sup> October 2015 at 8pm in the village hall.

TIME AND CLOSE OF MEETING 10.00pm

**Allison Ward**  
**Parish Clerk 01245 231798**

Signed  
Robert Mackley (Chairman Parish Council)