

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 8<sup>th</sup> December 2014

Present: Cllr Jon Sams (Chairman)  
 Cllrs Virginia Barlow, Keir Donald, Chris Easter, Henry Green, Catriona Kellerman, Robert Mackley and the Clerk Allison Ward

0 Members of the Public

1. APOLOGIES FOR ABSENCE – None
2. DECLARATIONS OF INTERESTS FOR THIS MEETING - None
3. PUBLIC FORUM – Nothing to report.
4. MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 10<sup>th</sup> November 2014 were approved and signed by Cllr Sams as a true record.
5. DISTRICT AND COUNTY COUNCILLORS REPORT

Cllr Cheetham gave her apologies and had supplied a statement about the Local Plan which was read to the meeting and is summarised below.

The Local Plan has been stopped, not abandoned and there are two key reasons given for this. The first is the Inspector has stated there is not enough housing and Uttlesford needs to find an additional 10%, approximately 3,000 homes over the life of the plan and secondly there are concerns about the rural nature of Elsenham and the suggestion it could not support the 2,100 new homes proposed. The next stage is to wait for the Inspectors formal written report which is expected by the end of December before Uttlesford takes any further action. This is very concerning as the requirements to consider the plan further will delay proceedings by at least a year and potentially open the flood gates for Developers to submit applications. Uttlesford will also need to consider the SHLAA (Strategic Housing Land Availability Assessment) in conjunction with neighbouring districts along the M11 corridor, some of whom are running short of suitable land for development.

6. PROGRESS UPDATE

- 6.1. The Clerk confirmed the poppy wreath is currently in transit and awaiting re-delivery.
- 6.2. Essex County Council Landholdings responded on 13<sup>th</sup> November to confirm they were looking into the enquiry re the land at Hope End and want to ensure they have all the correct information before responding further.
- 6.3. Clerk has chased Forefront Signs for the lamented village map to put on the wall at the village hall, it should be available by mid-December and the Clerk will pass to Cllr Mackley for further discussion with the Parochial Church Council.
- 6.4. Cllr Easter confirmed the new notice board will be available post Christmas. The Clerk continues to chase District Cllr Jones for a response on whether any additional New Homes Bonus funding is available.

Signed  
 Jon Sams (Chairman Parish Council)

## 7. CORRESPONDENCE TO NOTE

- 7.1. The Clerk reported that NATS has submitted an Airspace Change Proposal (ACP) to the CAA for changes to departure routes at Stansted Airport. As this Parish Council supports the proposals it was unanimously agreed there is no further requirement to submit additional information direct to the CAA.
- 7.2. Uttlesford District Council issued its Gypsy and Traveller Issues and Options Consultation on Monday 8<sup>th</sup> December, this consultation is open until 2<sup>nd</sup> February 2015. Some discussion took place on the specific site Tandans allocated in Great Canfield. This Parish Council is unclear on whether the report is proposing that the site could take further pitches in addition to the three pitches which already have planning permission, Clerk to seek clarity from Uttlesford. Cllr Barlow agreed to review the documentation and provide a draft response for discussion and agreement at the January Parish Council meeting.

## 8. BUDGET 2015/16

The Clerk presented the first draft budget for 2015/16. Based on a level budget of £4,895 which includes precept and grant, the expenditure is estimated at £6,274 ex VAT giving a deficit of £1,379. This is primarily the provision of £1,200 which is included should there be a contested Parish Council election. In principle the Parish Council accepted this budget and agreed any shortfall could be covered by current funds which are estimated at c.£5.7k by March 2015.

A final decision will be made at the January meeting on the split between precept and grant and any resulting adjustments, once the information is issued by Uttlesford District Council.

## 9. ISAAC LODGE MEMORIAL

Cllr Green confirmed work is in progress to produce the draft letter to the Parochial Church Council (PCC).

## 10. PLANNING

### 10.1. Applications

APPL No	UTT/14/3169/HHF
DEVELOPMENT	Retrospective application for erection of a cart lodge and storage shed.
LOCATION	Beresfield, Great Canfield Road

Cllr Green proposed, Cllr Donald seconded with all in agreement that the Parish Council objects to this application for the following reasons,

1. There is no provision in the plans to explain how the cartlodge will be accessed.
2. This cartlodge would result in provision for storing 7 vehicles and no explanation is provided for this need.
3. The site plan does not show the full extent of the outbuildings.
4. It is an unsuitable position close to hedgerow and the ditch, part of which has recently been removed and in filled.
5. The process has not been correctly followed and this is a retrospective application.

Post the agenda being issued the Parish Council was notified of two further planning applications.

Signed  
Jon Sams (Chairman Parish Council)

The first relates to a certificate of lawfulness for the existing use of yard and buildings for agricultural purposes at Lake View Farm, land south of Cricket Lane; the Parish Council has no immediate concerns.

The second UTT/14/3347/FUL is for the ‘demolition of glasshouses and erection of two dwellings with attached garages and associated paddocks and wildlife copse’ at Hope End Nursery, Hope End Green. Uttlesford has confirmed an extension to the deadline until 13<sup>th</sup> January to allow this Parish Council to consider the documentation and receive residents input prior to agreeing its response at the next meeting. The Clerk to e-mail residents asking if there are any specific comments or concerns they would like to be considered in the discussion at the January Parish Council meeting.

10.2. Decisions – None

10.3. The Parish Council has been notified of an enforcement decision by the Planning Inspectorate relating to the land at Canfield Nursery, Hope End. This related to three elements; a. the stationing of a caravan/mobile home on the Land, together with associated domestic paraphernalia. b. the change of use of the Land from agricultural/employment uses to mixed use of agriculture/employment uses and residential use. The appeal was dismissed after a variation in the notice relating to ‘employment uses’, was removed.

10.4. The Parish Council has been notified of a breach of planning control ‘for stables constructed in field without planning permission, land rear of Haydens End’. The decision by Uttlesford is ‘to close the file as it is not expedient to take action’. A discussion took place and the Parish Council considered that power and water supplies had been laid under the common land owned by the Parish Council for which no easement had been granted. Clerk to write to residents outlining the Parish Councils requirements and requesting a formal easement for the works.

11. REPRESENTATIVES REPORTS:-

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

11.2. Highways/Road Safety

11.2.1. County Cllr Barker has received a response from Highways suggesting the design for the new bridge at the end of Canfield Road has now been agreed and the work will take place in the first half of 2015. After discussion the Parish Council suggested that it would seem appropriate that as part of these works, Highways are asked to clear the diagonal culvert that runs from behind Water Hall into the water way; it is believed this together with digging out the surrounding ditch would assist with reducing the flooding. The Clerk to forward this request to Highways as part of the project and notify adjoining residents of any response.

11.2.2. -.

11.2.3. Clerk is chasing Highways for an update on the work previously agreed to alleviate flooding at Bacon End.

11.2.4. Cllr Mackley suggested that Highways have given verbal confirmation that they are responsible for digging and clearing the ditches that are resulting in the flooding along the B184 beyond Bacon End. Clerk to chase Highways for verification and for confirmation of when the work will be completed.

Signed  
Jon Sams (Chairman Parish Council)

11.3. Crime Prevention/Neighbourhood Watch – The Parish Council are aware of a number of break-ins to sheds and outbuildings in High Roding and Great Canfield; Clerk to send e-mail notifying residents and including contact number for PCSO.

11.4. Tree Warden

11.4.1. Clerk is chasing Essex County Council for an update on the works outstanding.

11.4.2. Clerk to contact Essex County Council for assistance re the dangerous tree which is on private land at the site of the old egg packing factory.

## 12. FINANCE

12.1. Cheques for Approval

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk November 2014	£175.92

12.2. The Clerk is paid in line with the National Pay Scales for Clerks and notice has been received of an increase in the hourly rate of approximately 2% with effect from 1<sup>st</sup> January 2015. This will increase the Clerk's hourly rate to £9.029. In addition a one off payment is payable in December 2014 of £100 for a 37 hour week, prorated for part time hours which equates to £10.81. The new salary rate and one-off payment were proposed by Cllr Sams, seconded by Cllr Mackley with all in agreement.

## 13. ITEMS FOR THE NEXT AGENDA

13.1. Tender for new grass cutting contract.

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

15 TIME AND CLOSE OF MEETING 9.27pm

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

Signed  
Jon Sams (Chairman Parish Council)