

GREAT CANFIELD PARISH COUNCIL

Clerk to the Council – Allison Ward

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Councillors are hereby summoned to attend the **Ordinary Meeting** of Great Canfield Parish Council which will be held at Great Canfield Village Hall on **Monday 11th September 2023** for the purpose of transacting the business set out on the agenda below.

SIGNED (CLERK): ALLISON WARD

DATE 6th September 2023

THE PRESS & PUBLIC ARE CORDIALLY INVITED TO ATTEND

AGENDA

1. APOLOGIES FOR ABSENCE

Elected members who are unable to attend the meeting are requested to email the Clerk with their apologies ahead of the meeting.

2. DECLARATION OF INTERESTS FOR THIS MEETING in respect of business detailed on this agenda.

3. PUBLIC FORUM – There will be 15 minutes available for the public to speak on issues relating to this agenda or any issue of local concern.

4. MINUTES OF ORDINARY PARISH COUNCIL MEETING 10th July 2023 for approval and signature.

5. COUNTY AND DISTRICT CLLRS REPORTS

6. CLERK'S REPORT & CORRESPONDENCE TO NOTE

6.1. Kemi Badenoch MP has put together a rural crime survey (<https://www.kemibadenoch.org.uk/kemi-badenoch-mp-rural-crime-survey-2023>), with the aim of learning more about how residents within the Saffron Walden constituency are impacted by this issue. Residents are encouraged to respond.

6.2. Essex County Council (ECC) is consulting on the 15% of bus services across the county that are not commercially viable and are funded by ECC. There are no bus services running through Great Canfield. The bus services accessible to residents at Hope End along the B1256 which are supported services are 322/323/324, all others are commercial services. These supported services are considered to be 'at risk', however the current proposal is no significant change. The link to view the details and respond to the consultation by 5th October is <https://consultations.essex.gov.uk/iptu/2023/>

6.3. Town and Parish Councils were invited to consider supplementary information to support their responses to the Local Plan Issues and Options (call for sites evaluations) which were originally submitted in 2021. There are no developments or changes which would amend the parish councils original response. The Regulation 18 consultation which will confirm preferred sites is expected to be published in the Autumn.

6.4. Essex County Council is working in partnership with Essex District, Borough, and City Councils to deliver the Food Waste Recycling project across the county. During September Great Canfield households will receive a roll of caddy liners, an information leaflet and a 'no food in here please' sticker attached to their bin. The approach is designed to encourage residents to make the most of their food recycling services by highlighting the benefits of recycling food instead of throwing it away in the general rubbish and increase food recycling by 10%.

6.5. The clerk reported two instances of fly tipping in the parish during July/August 2023.

6.6. The clerk forwarded to cllrs the slides from the Uttlesford Code of Conduct training.

7. PLANNING

7.1. Applications

Application No	UTT/23/2169/FUL
Location	The Lodge 3A, Ashfields Farm, Cuckoo Lane
Development	Demolition of existing dwelling and outbuildings and erection of new dwelling

The following application has been validated since the July meeting and the period for responding expired, however it remains undecided by Uttlesford.

Application No	UTT/23/1942/HHF
Location	Haydens End Green Street
Development	Proposed adjustments to storage barn approved under UTT/20/2601/HHF

7.2. Decisions for information only

Application No	UTT/23/0473/FUL
Location	Land North of Honeysuckle, Canfield Drive
Development	Erection of 1no. detached dwelling and garage
Decision	Conditional Approval

7.3. To record the Clerk and Cllr Jewell prepared the parish council response to the appeal hearing for application UTT/21/3272/OP, Little Canfield. The application is for 90 new homes off the B1256 Stortford Road, including a 'sustainable drainage scheme with an outfall to the river Roding'. District Cllr Neil Reeve represented the parish council at the meeting on 1st August, a decision will be issued by the inspector in due course.

7.4. Uttlesford is inviting contributions from residents and stakeholders to help develop a Design Code for Uttlesford. This will be a practical and useable guide for all parties involved in the design and planning of development in Uttlesford. It will set out a series of rules and guidelines that, when followed, will combine to ensure that all proposals are designed and built to the highest quality. The consultation closes on 22nd September, Parish Council to consider whether to respond and if yes, the key points. See this link for further information <https://uttlesforddesigncode.co.uk/index.php?contentid=115>

7.5. To record, the parish council has been made aware of the Breach of planning permission ref: ESS/46/08/UTT and associated legal agreement together with unauthorised landfilling and land raising at Crumps Farm. Essex County Council has opened an enforcement notice and the Environment Agency are investigating.

8. STANSTED AIRPORT DRAFT NOISE ACTION PLAN CONSULTATION 2024-2028

Guidance on matters to consider in response has been received from Stansted Airport Watch and circulated to Cllrs. Parish council to consider whether to respond to the above consultation and if yes, to agree the key points. The deadline for town and parish councils to respond has been extended to 20th September. The deadline for public comments has now passed.

9. EASEMENTS

9.1. To consider request from residents at Bullocks Lane to carry out maintenance to their access.

9.2. Update on progress.

10. PARISH COUNCIL PROJECTS

To receive progress reports on

10.1. Ponds at junction Green Street and Canfield Road - Clerk has contacted Essex Wildlife Trust with a request to provide advice on the most appropriate maintenance, a response is pending. Cllr Stratton confirmed a local contractor who is willing to assist. Cllrs to update on drainage maintenance.

10.2. Village hall defibrillator and solar panels – Clerk has chased Great Canfield Parochial Church Council for a response to the requests.

10.3. Others – Parish council to consider future projects.

11. REPRESENTATIVES REPORTS

To receive reports on the following from lead Cllrs.

11.1. Footpaths, Byways, Bridleways and Greens – Cllr Donald

Essex Highways have temporarily closed footpath 21 which joins footpath 7 High Roding, due to an unsafe bridge over the river Roding. The order is in place for 6 months until 27.02.24, Essex Highways do not provide a timescale for the repair.

11.2. Highways/Road Safety – Cllr Anderson

11.2.1. Cllr Anderson submitted a list of potholes for repair to County Cllr Barker.

11.2.2. A resident forwarded correspondence with Affinity Water who have confirmed a repair to the pothole in front of Water Hall in mid-October. The Clerk reported an issue to Affinity Water close to the junction of Church End where water is pooling on the verge, Affinity Water confirmed there is no leak.

11.3. Crime Prevention/Neighbourhood Watch – Cllr Stratton

11.4. Tree Warden – Cllr Knight

12. VILLAGE HALL REPORT

12.1. To receive a report from the village hall committee to include confirmation completion of works to ladies toilet at a cost of £462.50.

12.2. Energy supplier

The process to change the tenancy to the parish council is ongoing, the clerk has submitted an application including proof of tenancy. The payment for supply covering July 2023 was made by Canfield Community Trust based on estimated readings, parish council to reimburse £93.88. There is no payment due for August as actual readings were submitted and the account has moved into a small credit. A smart meter was installed in early August.

12.3. To record village hall payments as set out below made between meetings as they are direct debits or due to timescales.

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent August 2023	Direct Debit	£ 61.00
Great Canfield Parochial Church Council – Monthly Hall Rent September 2023	Direct Debit	£ 61.00
Alison Clark – Hall cleaning 18 th July	Online	£ 30.00
JPH and Son Ltd – replace toilet and cistern in ladies toilet (inc VAT)	Online	£ 333.00

12.4. Village hall payments for approval at this meeting.

PAYMENT TO	VALUE
Alison Clarke – Hall cleaning August	£ 90.00
Random Task – To make a box to support new ladies toilet fittings	£ 185.00
Canfield Community Trust – see item 12.2	£ 93.88
Annual hall insurance – to repay GCPCC	Tbc

12.5. To record the receipts received in July and August 2023 from hall hire.

13. FINANCE

13.1. To record payment as set out below made between meetings due to timescales.

PAYMENT TO	VALUE
Firework Fury – training and certification for volunteers	£ 150.00

13.2. Payments for Approval at this meeting

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk July and August 2023	£ tbc
Andrew Clack – Website hosting	£ tbc

13.3. To record receipts (non-village hall) in July and August 2023.

13.4. To reconsider and approve additional bank mandate signatures for Great Canfield Parish Council.

13.5. Update on opening savings account.

13.6. To note completion of audit for 2022/23 from external auditors is pending and due by 30 September.

14. ITEMS FOR THE NEXT AGENDA

15. DATE OF NEXT MEETING Monday 9th October 2023 at 8pm.

TIME AND CLOSE OF MEETING