

GREAT CANFIELD PARISH COUNCIL

Clerk to the Council – Allison Ward
Peartree Cottage, Slough Road, High Easter, Essex CM1 4RD
Telephone 01245 231798 E-mail allison.ward@tiscali.co.uk

Councillors are hereby summoned to attend the **Ordinary Meeting of Great Canfield Parish Council** which will be held via Zoom on **Monday 12 April 2021 at 8.00pm** for the purpose of transacting the business set out on the agenda below.

The press and public are cordially invited to attend.

MEETING PROCEDURE INFORMATION

Please see the Great Canfield virtual meeting policy which is available on the website and sets out the procedures and expectations for Cllrs and members of the public attending Parish Council meetings via Zoom.
https://www.greatcanfield.org.uk/uploads/2/4/9/6/24969492/gc_virtual_meeting_policy.pdf

To Join the Parish Council Zoom Meeting

<https://us02web.zoom.us/j/81846128260>

Meeting ID: 818 4612 8260

Passcode: There is no passcode, you will be held in the waiting room and admitted by the meeting host.

MEETING AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTERESTS FOR THIS MEETING**
3. **PUBLIC FORUM** – There will be 15 minutes available for the Public to speak on Parish Council matters or any issue of local concern.
4. **MINUTES OF ORDINARY PARISH COUNCIL MEETING 8 March 2021** for approval.
5. **COUNTY AND DISTRICT CLLRS REPORT**
6. **CLERK'S PROGRESS UPDATE and CORRESPONDENCE**
 - 6.1. The Parish Council has been asked to check the defib to ensure the # small silver magnet is in place in the lid catch' and this information has been forwarded to Ashfields for verification. The Great Canfield defib is not one of the serial numbers listed as effected.
 - 6.2. Following concerns from residents, the Clerk has reported the overflowing sewage plant at Ashfields to the environment agency due the impact on the River Roding. The Clerk is unable to get the environment agency to confirm if they have visited the site and so a further log has been raised,
 - 6.3. A successful spring litter pick took place on the weekend of 27/28 March and thanks to the support from residents all areas of the parish were covered.
 - 6.4. Road closures for Gigaclear works continue into April with Green Street closed and works taking place on some of the minor roads.
 - 6.5. Tender for maintenance.

7. PLANNING

7.1. Applications for decision

The following application is a re-consultation following receipt of further plans

Application No	UTT/21/0179/FUL & UTT/21/0180/LB
Location	Grooms Cottage, Ashfields Farm
Development	Extension to form garage, alteration to facade, conversion of existing garage and gym to residential accommodation and incorporation into Grooms Cottage, formation of basement

Application No	UTT/21/0947/HHF & UTT/21/0948/LB
Location	Pulleyns, Green Street
Development	Erection of a single storey rear extension

Application No	UTT/21/1011/HHF
Location	Silverthorn, Canfield Drive
Development	First floor extension to detached annexe

7.2. Decisions for information

Application No	UTT/21/0443/AG
Location	Bury Farm, Church End
Development	Prior notification of proposed agricultural building for storage of farm machinery and straw
Decision	Approved

Application No	UTT/21/0314/HHF
Location	3 The Cottage, Church End
Development	Proposed new vehicular access for disabled use
Decision	Refused

7.3. Local Plan Consultation – Cllr Barlow attended the second of the Town and Parish Workshops and circulated notes to Cllrs following the meeting. Parish Council to consider its response to the Local Plan consultation using the notes circulated by Cllr Barlow and from the previous meeting attended by Cllr Jewell and Cllr Donald. Deadline for responses is 21 April.

7.4. To consider a request from Takeley Parish Council to explore producing a joint neighbourhood plan with adjoining Parish Councils including Broxted and Little Canfield.

7.5. Crumps Farm, concerns raised about site activities, particularly at the north western boundary and possible leachate discharge into the River Roding. Parish Council to consider any action.

7.6. In accordance with legislation which requires an assessment of adopted Mineral plans within 5 years of adoption to ensure that policies remain relevant and effectively address the needs of the local community, Essex County Council is consulting on the proposed amendments to the Minerals Local Plan 2014 and views on whether the decision to not amend some policies is appropriate. They are seeking comment on both the nature of the amendments as well as specific wording. There are no newly proposed sites within the plan. Sites that are currently allocated as 'Preferred Sites' have already been demonstrated as being appropriate for extraction through an Examination in Public held in 2013. They continue to be considered appropriate unless there are demonstrable issues with their delivery. Parish Council to consider any response, deadline 29 April, documents can be viewed at this link, <https://www.essex.gov.uk/minerals-local-plan-consultation/consultation-documents-mineral-local-plan>

8. LOST FOOTPATHS PROJECT

A clause in right-to-roam legislation introduced in 2000 stated that pre-1949 paths must be recorded on the definitive map by 2026 to continue to carry public rights, otherwise they will be extinguished. The Ramblers association have completed a process comparing current maps of England and Wales with two historic maps from 120 years ago. With the potential paths marked there are four more steps to saving them:

- Prioritise those paths which add the most benefit for people.
- Research individual paths to find out if they can be saved.
- Build applications based on historical evidence.
- Submit applications by 1st January 2026.

The map shows several paths in Great Canfield, Parish Council to consider if they wish to review the data and make a plan for each suggested lost path. Parish Council to consider contacting Ramblers Association with any plans for the parish.

9. HIGHWAYS, FOOTPATHS, TREES, CRIME

9.1. Parish Council to consider a request from a resident for works to re-instate the verge in front of Lime Tree Lodge, Hope End which is owned by the Parish Council and to consider whether it is appropriate to place a bollard or other deterrent to protect it from damage by road users in the future.

9.2. Flooding and Ditches – update

10. VILLAGE HALL REPORT

10.1. Due to the current restrictions the hall has not been used during March 2021. Step 2 of the government's roadmap from 12 April allows support groups, toddler groups and children's activities to resume with restrictions and at least one of the hirers will return to the hall during April. Stage 3 will allow most groups to return although private parties are not permitted until stage 4.

10.2. Parish Council to approve the amended special conditions of hire and risk assessment for the re-opening of the village hall.

10.3. To approve village hall payments for the month of March 2021 as set out below

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 68.32

10.4 The following receipts were received in March 2021, this was in addition to the Uttlesford Covid grant reported previously.

RECEIPT FROM	METHOD	VALUE
Canfield Community Trust – Grant for the noticeboard agreed prior to the Parish Council taking over the lease	Direct Debit	£ 470.00

11. FINANCE

11.1. To approve the following cheques for payment

PAYMENT TO	VALUE
Allison Ward – Parish Clerk salary March 2021	£ tbc
Essex Association of Local Councils – Annual subscription	£ 155.56

11.2 To consider the draft accounts for 2020/21 and any adjustments that require approval before being submitted to the internal auditor for review. For the year ending March 2021 the Parish Council has exceeded the £25k threshold for exemption from external audit due to the village hall grants and will therefore be required to submit its accounts to both the internal auditor and for external review, the fee for this remains at £200 plus vat.

12. ITEMS FOR NEXT AGENDA

13. **DATE OF NEXT MEETING** re-scheduled for Wednesday 5th May 2021 at 8.00pm via Zoom this will be the Annual Village Meeting following by the Annual Meeting of the Parish Council. Currently Parish Councils are unable to hold virtual meetings beyond 7th May and are unable to return to village halls. If legal challenges to allow virtual meetings to continue are successful, the meeting will return to its scheduled date of Monday 10th May at 8.00pm.

TIME AND CLOSE OF MEETING

Allison Ward
Parish Clerk
8th April 2021

Allison Ward