

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 12th September 2022** for the purpose of transacting the business set out on the agenda below.

SIGNED (CLERK): ALLISON WARD

DATE 12th September 2022

THE PRESS & PUBLIC ARE CORDIALLY INVITED TO ATTEND

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 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** 11th July 2022 for approval and signature.
- 5. COUNTY AND DISTRICT CLLRS REPORTS**
- 6. CLERK'S REPORT & CORRESPONDENCE TO NOTE**

Town and Parish Councils have been notified that Uttlesford has made a self-referral for possible breaches of the Home Standard, to the Regulator of Social Housing. This relates to the ongoing and unresolved concerns that the high standards of inspection (and where necessary, remedial works) on two key health and safety indicators (out of six – namely electrical checks and around asbestos management) cannot properly be demonstrated.

7. PLANNING

7.1. Applications

To receive a report from Cllr Barlow on the following application

Application	UTT/22/2219/HHF & UTT/22/2220/LB
Location	Pulleyns, Green Street
Development	Single storey side extension

Application	UTT/22/2175/FUL
Location	Beresford, Canfield Drive
Development	Proposed erection of 1no. dwelling and garage - amendments to garage of previously approved scheme under UTT/21/3375/FUL

7.2. Decisions for information only

Application	UTT/22/0885/HHF & UTT/22/0886/LB
Location	Champneys, Green Street
Development	Proposed single storey rear extension and alterations to driveway
Decision	Conditional Approval

To note, following the approval of the application at Champneys, the resident has been in touch to confirm their agreement to enter into an easement for the additional access required for the new driveway, Clerk is progressing.

Application	UTT/22/1908/HHF
Location	Beresford, Canfield Drive
Development	Proposed alterations and extension to existing garage building, incorporating raising of roof to accommodate first floor studio/playroom with shower room
Decision	Conditional Approval

- 7.3. Uttlesford has been successful in its funding bid to produce a district-wide design code. This will be planning document used by local people, planning officers and developers in the preparation and assessment of planning applications for new development. The aim will be to improve the design quality of new developments in the district.

Clerk has been in contact with Uttlesford for assistance in understanding how the design code will sit alongside Village Design Statements, confirmation is pending.

The process begins with a survey deadline 12pm Tuesday 13th September which is open to all, Parish Council to consider a response, see this link <https://uttlesforddesigncode.co.uk/>

8. REPRESENTATIVES REPORTS

To receive reports on the following from lead Cllrs.

- 8.1 Footpaths, Byways, Bridleways and Greens – Cllr Donald

- 8.2 Highways/Road Safety – Cllr Hepburn

- 8.2.1 Follow up from July meeting on speed reductions in the parish and any

- 8.3 Crime Prevention/Neighbourhood Watch – Cllr Stratton

- 8.3.1 ‘Policing our Parishes’ is coming to Great Canfield on 15 September when the local PCSO will be in the parish. Cllr Mildwater is available to meet with them at 9am, all Cllrs welcome.

- 8.4 Tree Warden – Cllr Knight

9. PLAQUE FOR VILLAGE SIGN

To consider the options for adding a platinum jubilee plaque to the village sign.

10. AUTUMN LITTER PICK

Parish Council to agree a date for Autumn litter pick.

11. VILLAGE HALL REPORT

- 11.1. To consider a proposal from the hall committee to increase hire rates for the hall in the light of increasing energy prices, and to record a proposal from the Toddler Group to make a payment of £5 per session to cover energy costs.

- 11.2. To receive a report from the village hall committee, including completion of 5-year electrical inspection which was satisfactory, and a certificate issued.

- 11.3. To record village hall payments for the month of August and September 2022 as set out below

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent (2 mths)	Direct Debit	£ 122.00
Scottish Power – Monthly Electricity (2 mths)	Direct Debit	£ 380.00
Alison Clark – Cleaning (July & August 2022) paid prior to this meeting	Online	£ 60.00

Alison Clark – Cleaning (August 2022)	Online	£ 30.00
Essex Electrical Maintenance Ltd – 5-year electrical inspection paid prior to meeting	Online	£ 264.00
Anglia Fire Protection – Annual fire extinguisher check	Online	£ 93.60
Great Canfield Parochial Church Council – Annual hall insurance	Online	£ 620.60

11.4. To record the receipts received July and August 2022.

12. FINANCE

12.1. To receive and consider the matters raised in the internal audit review for 2021/22.

12.2. Cheques for Approval at this meeting

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk July and August 2022	£ tbc

13. ITEMS FOR THE NEXT AGENDA

14. **DATE OF NEXT MEETING** Monday 9th October 2022 at Great Canfield Village Hall at 8pm.

TIME AND CLOSE OF MEETING