

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 on **Monday 13 September 2021 at 8pm** at the village hall, for the purpose of transacting the business set out on the agenda below.

The press and public are cordially invited to attend.

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 on this agenda or any issue of local concern.

4. **MINUTES OF ORDINARY PARISH COUNCIL MEETING** 12 July 2021 and the extraordinary parish council meeting of 23 August 2021 for approval.

5. COUNTY AND DISTRICT CLLRS REPORT

6. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

6.1. Following further correspondence County Cllr Susan Barker confirmed it was not possible to secure funding to resurface Fitzjohns Lane in 2021/22, however this will be put forward for the 2022/23 programme.

6.2. The Clerk is investigating a query from a resident on road names. Google and Apple maps appear to have assigned names to local roads which differ from those used locally and historically.

6.3. The external auditors have completed their review and there are no issues or matters arising. The notice advising the audit completion together with their report will be posted on the village website in accordance with the legislative requirements.

6.4. The Office for National Statistics is consulting on a document, 'Census 2021 outputs: content design and release phase proposals'. This is part of an ongoing engagement process focusing on designing different data products to meet users' needs, and to increase the use of census data. The consultation is to obtain an updated view of detailed user needs for data and analysis from Census 2021. The consultation is open until 5 October and available online, or contact the Clerk for further information.

6.5. EALC are hosting a briefing with Essex Police to promote their Community Specials Constables scheme which allows Parish & Town Councils to secure more dedicated policing in their Communities by helping to pay the duty allowance and mileage expenses of Special Constables who work within their Community. Cllrs invited to attend.

7. PLANNING

7.1. Applications for decision

Application No	UTT/21/2691/HHF
Location	Hemmingford, Great Canfield Road
Development	Alterations including upper floor extension comprising roof and wall alterations together with associated operational development.

7.2. Decisions for information

To note the following decision was considered by the planning committee in early August following a deferral from their July meeting to allow a site visit. Cllr Jewell spoke on behalf of the Parish Council in objection to the application.

Application No	UTT/21/0507/FUL
Location	Site at Canfield Drive
Development	Replacement of existing 4 no. static homes with 4 no. detached houses with associated access and parking. Change of use of disused land to 1 traveller's plot.
Decision	Conditional approval

Application No	UTT/21/2340/FUL
Location	Silverthorn, Canfield Drive
Development	Change of use of existing residential annex to create self-contained dwelling with associated boundary treatment, car parking and landscaping
Decision	Conditional approval

- 7.3. The appeal against Uttlesford's refusal for 5 homes on land adjacent to Sandhurst, Hope End was dismissed by the planning inspector. The inspector concluded 'that the proposed development would be awkwardly out of kilter with the development pattern and character of the area' and 'would not be sustainably located in terms of reliance on the private car.
- 7.4. Correspondence with Uttlesford confirmed there are currently no highway restrictions in place for vehicles leaving the Winfresh depot. Uttlesford confirmed that waste vehicles leaving the new depot will only turn right towards Great Canfield on the day of bin collections in the village. They add that tenants of the site will have a condition in their lease requiring them to only turn left out of the site and not towards the village. The Parish Council is concerned with this situation which was not as stated in the Planning Committee meeting or in pre-exchanges and wrote to both County and District Cllrs with its view. District Cllr Driscoll is assisting the Parish Council in investigating a permanent Traffic Regulation Order preventing vehicles over 3.5 tonnes from turning right out of the site.

8. LOCAL PLAN

In late July Uttlesford published the 299 sites that had been submitted during the Call for Sites. Within the parish boundary there are three parcels of land put forward at Hope End, the largest is 23 hectares of land extending into the parish of Hatfield Broad Oak, and two smaller parcels for 6 and 8 dwellings. There is a further parcel of land at Bacon End proposing 12 dwellings. Details of all land put forward in the district is available to view on the Uttlesford website. No decision has been taken on which sites to include in the Local Plan, and they are being published for information only at this stage. Uttlesford is now working to assess these sites and a technical consultation for town and parish councils will be carried out in the autumn to help ensure that factual information for each site is correct. The draft (Regulation 18) Local Plan is scheduled for consultation in March 2022.

- 8.1. Parish Council to consider the correspondence from Dunmow Town Council, Parish Council re whether there is any common ground, in particular 'to avoid coalescence, retain the character and vitality of our communities and to preserve important landscape features, which are parameters outlined in the Sustainability Appraisal scoping document currently out for consultation'.
- 8.2. Parish Council to consider the correspondence received from a Parish Cllr at Hatfield Broad Oak asking for local Parish Councils to come together to review proposals.
- 8.3. Parish Council to consider further correspondence from Uttlesford following workshops held at the end of July, asking Town and Parish Councils to think about sites within their parish in the context of the emerging Local Plan and lack of five-year land supply and submit to the Policy Team any sites that might be thought acceptable. Any site that is proposed could come from the original list of 299 sites already submitted or could be a new site which had not been submitted as part of the 'call for sites' exercise.

9. UTTLESFORD NATURE RECOVERY PROGRAMME

Uttlesford has launched a new biodiversity mapping tool to allow local groups and residents to identify local sites with important biodiversity or that have the potential to be havens for plants, animals and insects, see this link <https://uttlesfordbiodiversitymap.commonplace.is/about> It can be any type of site and as small as a road verge or corner of a churchyard which has the potential to improve or restore biodiversity, or needs to be nurtured. Parish Council to consider any sites in Great Canfield.

10. HIGHWAYS, FOOTPATHS, TREES, CRIME

- 10.1. A list of highway maintenance jobs; vegetation around signs, cleaning of signs and repainting the fingerpost at Hellmans Cross have been sent to the Uttlesford Highway Rangers. Confirmation of acceptance and a date for works is pending.
- 10.2. Essex Highway log reference 2738731 – a request to Essex Highways to remove the highway signage that has been left on Green Street following works in 2020.
- 10.3. Water has been pooling on the road from High Roding at the junction with the Lower Road. The Clerk contacted Affinity Water who visited the site and confirmed there were no leaks. They suggested the issue was lack of ditch maintenance

where they have mostly collapsed and/or overgrown vegetation. Cllr Mackley dug grips to clear the water in the short term, Parish Council to consider any action.

10.4. Update on ditch clearance at Church End to help reduce highway flooding.

10.5. Follow up on village byway issues.

10.6. Tree on the cricket pitch requiring attention.

11. VILLAGE MAINTENANCE JOBS

11.1. The notice board at Hope End has collapsed. Parish Council to decide how to proceed.

11.2. The bench at Hellmans Cross has broken. This is a millennium bench engraved with 2000, Parish Council to consider repair or replacement.

11.3. The ivy needs clearing from the Peace Oak in order that the plaque remains visible and the notice sign for the Jubilee Oak needs to be reattached.

11.4. To consider an Autumn litter pick and date.

12. VILLAGE HALL REPORT

12.1. Further to the discussions at the August meeting, Parish Council to approve the final version of the village hall hire terms and conditions and risk assessment which reflects the current Covid requirements.

12.2. To approve village hall payments for the month of July and August 2021 as set out below

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent July 2021	Direct Debit	£ 61.00
Great Canfield Parochial Church Council – Monthly Hall Rent August 2021	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity July 2021	Direct Debit	£ 68.32
Scottish Power – Monthly Electricity August 2021	Direct Debit	£ 68.32
Team2Clean – July 2021	Cheque	£ 72.00
Team2Clean – August 2021	Cheque	£ 72.00
Great Canfield PCC – Village Hall annual insurance	Cheque	£ 584.37

12.3. The following receipts were received in July and August

12.3.1. Hire receipts for July 2021; £150 Action for Family Support (May usage).

12.3.2. Hire receipts for August 2021; £250 Yoga (May-July 2021).

12.3.3. A successful post Covid village party took place at the hall on 13 August organised by the village hall committee with c.100 villagers attending. The event was designed to be non-profit making, however a surplus of £62.25 was made for the village hall funds.

12.4. Funding and responsibilities for the village firework event.

13. FINANCE

13.1. To approve the following cheques for payment

PAYMENT TO	VALUE
Allison Ward – Parish Clerk salary July and August 2021	£ 368.42

14. ITEMS FOR NEXT AGENDA

15. **DATE OF NEXT MEETING** scheduled for Monday 11th October 2021 at 8pm in the village hall.

TIME AND CLOSE OF MEETING

Allison

Allison Ward
Parish Clerk
8th September 2021