

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 at Great Canfield Village Hall on **Monday 13th February 2023** for the purpose of transacting the business set out on the agenda below.

SIGNED (CLERK): ALLISON WARD

DATE 8th February 2023

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** 8th January 2023 for approval and signature.
- 5. COUNTY AND DISTRICT CLLRS REPORTS**
- 6. CLERK’S REPORT & CORRESPONDENCE TO NOTE**
 - 6.1. The Rural Services Network (RSN) in partnership with the Citizens Advice Rural Issues Group has launched a Rural Cost of Living Household Survey. Independent research shows rural areas are suffering more acutely from the cost of living crisis compared to urban areas. To lend more weight to the argument for more funding for rural areas the RSN is asking rural residents to complete a Rural Cost of Living Household Survey. Please see this link to complete the survey, [Suffering from the rural cost of living? Make your thoughts known in household survey - Rural Services Network \(rsnonline.org.uk\)](https://www.rsnonline.org.uk). Survey closes on 31 March 2023.
 - 6.2. Updates received on national plans for the King’s Coronation plans have been circulated to the parish council and village hall committee.
- 7. PLANNING**
 - 7.1. Applications

The following is an application for a Certificate of Lawfulness. This is a means of obtaining a decision from Uttlesford that a proposed use or works do not require planning permission.

Application	UTT/23/0081/CLP
Location	Wheat Cottage, Green Street
Development	Siting of an ancillary temporary structure
 - 7.2. Decisions for information only

Application	UTT/23/0006/PAQ
Location	Hermits Barn, Cuckoo Lane
Development	Prior Notification of change of use of agricultural building to 1 no. dwelling
Decision	Withdrawn

Application	UTT/22/3118/HHF
Location	The Gables, Church End
Development	Alterations to fenestration to the rear and right flank elevation
Decision	Conditional Approval

Application	UTT/22/3174/HHF
Location	5 Nursery Grove, Hope End
Development	Proposed conversion of existing garage to form ancillary annexe accommodation and studio office, together with the erection of detached garage.
Decision	Conditional Approval
Application	UTT/22/3226/HHF & UTT/22/3227/LB
Location	Sheldrakes, Green Street
Development	Installation of multi-fuel stove in open fireplace, twin wall insulated flue and raise chimney by three courses of red bricks with lime mortar and 900mm terracotta pot.
Decision	Conditional Approval
Application	UTT/22/3145/HHF
Location	Elms Farm, Bacon End Road
Development	Proposed outdoor swimming pool and detached pool house with associated landscaping
Decision	Conditional Approval

8. EASEMENTS

- 8.1. To approve a fee reduction to £500 for an amendment to the easement widening the drive at Champneys, Green Street which was first approved by the parish council in July 2019. The easement has been drawn up and was signed by Cllr Barlow and Cllr Knight on behalf of the parish council on 6th February. The resident to make arrangements for the land registry title documents to be amended.
- 8.2. To consider the advice circulated in advance by the Clerk from Solicitors re the work noted in the January 2023 meeting to ensure easements are in place for any property where access is required over parish council land. Parish Council to decide how to progress.

9. CODE OF CONDUCT UPDATE

Uttlesford has written to Town and Parish Councils advising them that they have adopted a new Code of Conduct as from 6 October 2022. The new code is very similar to the previous one in its content but is much easier to read and provides clearer guidance on what would be deemed a breach. This new code has also been adopted by Essex County Council.

Great Canfield Parish Council along with most other Town and Parish Councils adopts the same code as Uttlesford. Parish Council to consider whether to adopt the revised Uttlesford code of conduct.

10. REPRESENTATIVES REPORTS

To receive reports on the following from lead Cllrs.

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

10.2. Highways/Road Safety – Cllr Hepburn

10.3. Crime Prevention/Neighbourhood Watch – Cllr Stratton

To note Rural Crime Open Day for all residents, 10th March at Layer Marney Tower from 1pm to 3pm. Stalls and a chance to hear from operational police officers about the work they carry out in rural communities.

10.4. Tree Warden – Cllr Knight

11. LITTER PICK

To consider a date for a Spring litter pick.

12. VILLAGE HALL REPORT

12.1. To receive a report from the village hall committee including an update from the meeting with the parish council in mid-January.

12.2. Parish Council to approve amendments to the Terms of Reference for the village hall committee.

12.3. To record village hall payments for as set out below which have been made between meetings as they are direct debits.

<i>PAYMENT TO</i>	<i>METHOD</i>	<i>VALUE</i>
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 213.76

12.4. Village hall payments for approval at this meeting.

<i>PAYMENT TO</i>	<i>VALUE</i>
Alison Clarke Cleaning –January wk 2 and February wk 1	£ 60.00
Jet Plumbing and Heating – plumbing repairs to toilets	£ 180.00

12.5. To record the receipts received in January 2023 from hall hire.

13. FINANCE

13.1. Cheques for Approval at this meeting

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk January 2023	£ 206.91
Hundred Parishes Society – Annual Subscription	£ 10.00

13.2. Update on opening savings account – parish council to approve a change in decision to open a savings account with Unity Bank. The clerk to have online access and be the correspondent, Cllr Barlow and Cllr Jewell to be dual authorised signatories.

13.3. To appoint an internal auditor for 2022/23.

14. ITEMS FOR THE NEXT AGENDA

15. DATE OF NEXT MEETING Monday 13th March 2023 at Great Canfield Village Hall at 8pm.

TIME AND CLOSE OF MEETING