

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 13th June 2022** for the purpose of transacting the business set out on the agenda below.

SIGNED (CLERK):

DATE 9th June 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 ANNUAL PARISH COUNCIL MEETING** 9th May 2022 for approval and signature.
- 5. COUNTY AND DISTRICT CLLRS REPORTS**, current and ongoing business.
- 6. CLERK’S REPORT & CORRESPONDENCE TO NOTE**

Uttlesford district wide parking review, parish councils were asked to submit any local issues relating to both on and off-street parking in the parish by 12 June; Clerk submitted issue with parking at junction of Church End and Green Street which creates a highway safety issue for others.

Essex County Council and others are hosting a webinar on the 16 June at 4pm called 'Helping parishes and community groups take climate emergency action on energy and housing'.

On 28 June the first results from Census 2021 will be published and will include five datasets containing population and household estimates for England and Wales, at local authority level.

CEO of Uttlesford is hosting Town and Parish Council forums, the event for the Dunmow district will be on Tuesday 5 July at 7pm, a maximum of two representatives from each parish invited to attend. These meetings discuss common issues between the parishes and district and aim to improve working relationships.

Essex County Council has notified a road closure either side of Canfield Road leading to High Roding (Water Hall to Badgers) from 1 – 3 August whilst BT Openreach carry out works.

7. PLANNING

7.1. Applications

To receive a report from Cllr Barlow on the following applications

Application	UTT/22/1285/HHF
Location	6 Ashfields Farm, Cuckoo Lane
Development	Single storey rear extension and part conversion of existing garage

Application	UTT/22/1291/HHF
Location	4 Nursery Grove
Development	Proposed garden office 4 Nursery Grove

Application UTT/22/1386/HHF
Location Oakwood Cottage, Bullocks Lane
Development Proposed two Storey and Single Storey Rear Extension

Application UTT/22/1402/HHF
Location Wheat Cottage, Green Street
Development Erection of detached residential annexe

7.2. Decisions for information only - None

7.3. Correspondence from Takeley parish council on a public inquiry due to start on 21 June following Uttlesford's decision to refuse planning for 188 homes on land at Warmish Hall. Takeley parish council are asking if any parish councils are available to speak particularly as this site is in the CPZ and are asking neighbouring councils to consider making a financial donation to support the parish council appeal process. Parish Council to consider request.

7.4. To note appeal reference APP/C1570/D/21/3287160 against Uttlesford's decision to refuse planning at 3 The Cottage, Church End, Proposed new vehicular access for disabled use. As this is a householder appeal no further comments can be submitted, however any comments previously made can be withdrawn by 18 June, parish council to consider.

7.5. Planning for updating the Village Design Statement.

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, to include

8.2.1 County Cllr Barkers request for any pot hole repairs

8.2.2 Update on requests for Highway Rangers from September 2021

8.2.3 Participation in Winter salt partnership scheme 2022/23, parish council to consider.

8.3 Crime Prevention/Neighbourhood Watch – Cllr Stratton

8.4 Tree Warden – Cllr Knight

9. VILLAGE JUBILEE CELEBRATIONS

9.1. To receive a report on events from the Jubilee Committee

9.2. To receive a final financial report on the event and consider any decisions necessary re funding.

10. VILLAGE HALL REPORT

10.1. To review the responsibilities of the parish council and village hall committee in relation to the day to day management of the hall, and review the terms of reference to ensure this remains relevant.

10.2. To receive a report from the village hall committee.

10.3. To record village hall payments for the month of June 2022 as set out below

<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	£ 27.00
Alison Clark – Cleaning and expenses (May 2022)	Online	£ 32.83
Alison Clark – Cleaning (June 2022)	Online	£ tbc

10.4. To record the receipts received May 2022.

11. FINANCE

11.1. To approve payments made between parish council meetings due to time deadlines.

<i>PAYMENT TO</i>	<i>VALUE</i>
Crown Tree and Garden Care – Tree on parish council land at Hellmans Cross	£ 200.00
Robert Mackley – Jubilee Bunting	£ 312.00
Luxury Toilet Hire UK Ltd – Jubilee event (inc VAT)	£ 240.00
Zurich Insurance – Parish council annual insurance	£ 304.91

11.2. Cheques for Approval at this meeting

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk May 2022	tbc
Aldburys Farm Contracting – Verge Cutting Green Street (inc VAT)	£ 120.00
Information Commissioners Office – Data Protection annual fee	£ 40.00
Great Canfield Parish Council – internal transfer for hall hire	£ 90.00

11.3 To consider any amendments or notifications required in advance of the internal audit.

12. ITEMS FOR THE NEXT AGENDA

13. **DATE OF NEXT MEETING** Monday 11th July 2022 at Great Canfield Village Hall at 8pm.

TIME AND CLOSE OF MEETING