

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 March 2023** for the purpose of transacting the business set out on the agenda below.

SIGNED (CLERK): ALLISON WARD

DATE 9th March 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** 13th February 2023 for approval and signature.
5. **COUNTY AND DISTRICT CLLRS REPORTS**
6. **CLERK’S REPORT & CORRESPONDENCE TO NOTE**
7. **PLANNING**

7.1. Applications

Application	UTT/23/0473/FUL
Location	Erection of 1no. detached dwelling and garage
Development	Land north of Honeysuckle, Canfield Drive

Application	UTT/23/0448/HHF
Location	Erection of single storey rear extension and car port
Development	Lock Cottage, Bullocks Lane

The following application is a prior notification which is an application that allows Uttlesford to determine whether this is within permitted development. This type of application is not generally open to public comment.

Application	UTT/23/0342/PAQ3
Location	Prior Notification of change of use of agricultural building to 1 no. dwelling
Development	Hermits Barn, Cuckoos Lane

The following application is a certificate of lawfulness which is a means of obtaining a decision from the planning authority that a proposed use or works do not require planning permission.

Application	UTT/23/0572/CLE
Location	Land Between Runnels Hey and Silverthorn, Canfield Drive
Development	Use of land as garden

7.2. Decisions for information only – None

8. **EASEMENTS UPDATE ON PROGRESS**

9. ANNUAL REVIEW OF PARISH COUNCIL POLICY

- 9.1. Standing Orders
- 9.2. Financial Regulations
- 9.3. Grant policy
- 9.4. Complaints Procedure
- 9.5. Other

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
- 10.4. Tree Warden – Cllr Knight

To include update on trees along Canfield Road that need attention and were reported via District Cllr Driscoll.

11. VILLAGE HALL REPORT

- 11.1. To receive a report from the village hall committee including an update on plans for the coronation weekend.
- 11.2. Parish Council to agree to submit a grant application of £700 to Uttlesford District Council for the coronation weekend.
- 11.3. Parish Council to note reduction in electricity direct debit from 1 March to £199.02, and the receipt of £150 this being the government Alternative Fuel Payment.
- 11.4. 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

- 11.5. Village hall payments for approval at this meeting.

<i>PAYMENT TO</i>	<i>VALUE</i>
Alison Clarke Cleaning – February wk 2	£ 30.00

- 11.6. To record the receipts received in February 2023 from hall hire.

12. FINANCE

- 12.1. Cheques for Approval at this meeting

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk February 2023	£ 206.91

- 12.2. Update on opening savings account.
- 12.3. To appoint an internal auditor for 2022/23.

13. ITEMS FOR THE NEXT AGENDA

- 14. **DATE OF NEXT MEETING** to agree as 2nd Monday in April is Easter bank holiday.

TIME AND CLOSE OF MEETING