

# GREAT CANFIELD PARISH COUNCIL

*Clerk to the Council – Allison Ward*

**Peartree Cottage, Slough Road, High Easter, Essex CM1 4RD**  
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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 13<sup>th</sup> November 2023** for the purpose of transacting the business set out on the agenda below.

**SIGNED (CLERK): ALLISON WARD**

**DATE 9<sup>th</sup> November 2023**

*THE PRESS & PUBLIC ARE CORDIALLY INVITED TO ATTEND*

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## AGENDA

### **1. APOLOGIES FOR ABSENCE**

Elected members who are unable to attend the meeting are requested to email the Clerk with their apologies ahead of the meeting.

### **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** 9<sup>th</sup> October 2023 for approval and signature.

### **5. COUNTY AND DISTRICT CLLRS REPORTS**

### **6. CLERK'S REPORT & CORRESPONDENCE TO NOTE**

To record completion of village litter pick on Saturday 11<sup>th</sup> November, risk assessment was published on the village website.

Since January 2023, a pilot booking system has been in place at Essex County Council (ECC) recycling centres. ECC is consulting on a proposal to retain a booking process permanently for all vehicles at their 21 recycling centres. To read the evaluation, supporting documents and to complete the survey, visit [www.essex.gov.uk/recyclingcentrebookings](http://www.essex.gov.uk/recyclingcentrebookings) closing date is 19<sup>th</sup> November.

Uttlesford Community Safety Partnership invited parish councils to attend an informal drop in coffee morning on 6<sup>th</sup> November at Stansted Mountfitchet Fire Station, re Community Speed Watches.

Communication from Stansted Airport Watch about future of organisation, Cllrs training courses, Local Plan correspondence and rough sleeper count (nil return for Great Canfield) circulated.

### **7. PLANNING**

#### 7.1. Applications

Application No	UTT/23/2493/FUL
Location	Hartwood Bungalow Green Street
Development	Change of use of site from residential to commercial. Demolition of bungalow and replacement with 3 no. single storey commercial storage B8 buildings to form small employment site

Application No	UTT/23/2528/FUL
Location	Canfield Nursery, Bullocks Lane
Development	Erection of 3 no. dwellings and associated garages

To note in relation to the following application, a proposal for a single storey, three-bedroom building in the same plot has recently been approved, reference no. UTT/22/2751/FUL. This application is a change in design to a two-storey dwelling.

Application No            UTT/23/2552/FUL  
Location                    Mayrose, Canfield Drive  
Development                New dwelling and cart lodge/home study

Application No            UTT/23/2618/OP  
Location                    Land Between Runnels Hey And Silverthorn, Canfield Drive  
Development                Outline planning application with all matters reserved except access and layout for the erection of 1 no. self-build dwelling

Application No            UTT/23/2737/HHF  
Location                    Casa Lee, Canfield Drive  
Development                Proposed extension to garage

Application No            UTT/23/2786/FUL  
Location                    The Lodge 3A Ashfields Farm, Cuckoos Lane  
Development                Demolition of existing dwelling and outbuildings and erection of new dwelling (revision of UTT/23/2169/FUL) |

#### 7.2. Decisions for information only

Application                No UTT/23/2169/FUL  
Location                    The Lodge 3A, Ashfields Farm, Cuckoo Lane  
Development                Demolition of existing dwelling and outbuildings and erection of new dwelling  
Decision                    Conditional approval

### 8. LOCAL PLAN

The Local Plan Regulation 18 consultation has been published and is open to public consultation until 15<sup>th</sup> December. The Plan proposes a hierarchy of settlements and Great Canfield is classified in the fourth tier, small villages where no development is proposed other than small scale 'infill'. The clerk circulated an email to residents which included details of how to access the draft plan, dates for the public exhibitions and how to respond.

There will be an extraordinary meeting of Takeley parish council on Wednesday 15<sup>th</sup> November to which Great Canfield Cllrs have been invited, Cllr Barlow and Cllr Jewell to attend.

Parish Council to discuss the process of how to formulate its response.

### 9. PARISH COUNCIL PROJECTS

9.1. Department of Health and Social Care has opened its £1 million Community Automated External Defibrillators Fund, aimed at increasing the number of AEDs in public places. The parish council to retrospectively approve a grant application (deadline was between meetings) for a defibrillator to be placed at the village hall. Grant applied for is £750 with the parish council providing matching funds.

9.2. Other project updates.

### 10. REPRESENTATIVES REPORTS

To receive reports on the following from lead Cllrs, and to note actions

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

10.2. Highways/Road Safety – Cllr Anderson

10.2.1. Following a request from a resident, parish council to consider a Local Highways Panel application for kerbing in front of the phone box, post box and triangle at Hellmans Cross. This follows advice from Essex County Council to submit an application after they confirmed there is no policy as such on kerbing, but it is viewed as more of an urban street feature rather than rural.

10.2.2. To note request to clear blocked drain and gully at Church End between Bury Farm and Water House has been escalated via County Cllr Barker, as was the delays in removing the road closure and associated signage following recent works.

10.3. Crime Prevention/Neighbourhood Watch – Cllr Stratton

10.4. Tree Warden – Cllr Knight

## 11. VILLAGE HALL REPORT

11.1. To receive a general report from the village hall committee on routine matters, to include completion of electrical PAT test on 03.11.23, purchase of a replacement tea urn and energy contract.

11.2. To receive a report from the village hall committee on the Oktoberfest event where net proceeds for village hall funds were £786. To include retrospective approval of the risk assessment which was circulated for approval to Cllrs in advance of event.

11.3. To receive a report from the village hall committee and risk management team on the firework event. Final proceeds TBC. To include retrospective approval of the risk assessment which was circulated to Cllrs for approval in advance of event, and for the purchase of Hi Viz jackets with ‘Great Canfield Events Team’ on the rear. To further consider whether these will be funded by the parish council to be used for any community event and not from the village hall budget.

11.4. To note the correspondence from Great Canfield Parochial Church Council and the proposed works necessary to the hall/cottage to resolve the damp on the party wall.

11.5. To record village hall payments as set out below made between meetings as they are direct debits.

<b>PAYMENT TO</b>	<b>METHOD</b>	<b>VALUE</b>
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Electricity	Standing Order	TBC

11.6. Village hall payments for approval at this meeting.

<b>PAYMENT TO</b>	<b>VALUE</b>
Alison Clark – Hall Cleaning 17 <sup>th</sup> and 31 <sup>st</sup> October 2023	£ 60.00
T Evans - Sundry	£ 30.98
A Clack – Canvas print for village hall	£ 45.15
Excite Electrical - PAT test	TBC
Fury Fireworks – Mortar tubes for safe launching	£ 225.00

11.7. To record the receipts received in October 2023 from hall hire.

## 12. FINANCE

12.1. Payments for Approval at this meeting

<b>PAYMENT TO</b>	<b>VALUE</b>
Allison Ward - Parish Clerk inc expenses (count clicker for fireworks event)	TBC
Elite Industrial Suppliers – Hiviz jackers (payment to clerk)	£216.24

12.2. Update on opening savings account and bank mandates.

## 13. ITEMS FOR THE NEXT AGENDA

14. DATE OF NEXT MEETING Monday 11<sup>th</sup> December 2023 at 8pm.

## TIME AND CLOSE OF MEETING