

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 14 June 2021 at 8pm** at the cricket pavilion, 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 ANNUAL PARISH COUNCIL MEETING** 5 May 2021 for approval.
5. **COUNTY AND DISTRICT CLLRS REPORT**
6. **CLERK’S PROGRESS UPDATE and CORRESPONDENCE**

Essex County Council has written to the Parish Council for assistance on locating the landowner for the land around the properties Hartwood Bungalow, 1 and 2 Hartwood Cottages. The information is required to obtain permission to allow fibre broadband to be installed. If this information cannot be provided by 18 June, the properties will be removed from the fibre rollout.

Confirmation has been received that the address of the 5 new homes on land south of Canfield Park Cottage will be 1-5 Hart Lea, Canfield Road.

Various correspondence circulated to the Parish Council on Landsecs plans for 1,200 new homes on land to the east of Highwood Quarry, Little Easton. An application is now ‘live’ on the Uttlesford website and open to comment.

7. PLANNING

7.1. Applications for decision

| | |
|----------------|--|
| Application No | UTT/21/1595/FUL |
| Location | (Adjacent to) Canfield Nursery, Bullocks Lane |
| Development | Erection of 2 no. detached four-bedroom dwellings and associated detached garages |
| Application No | UTT/21/1527/HHF |
| Location | Keepers Barn, Bullocks Lane |
| Development | Erection of two storey extension |
| Application No | UTT/21/1769/FUL & UTT/21/1770/LB |
| Location | Peckers Farm, Green Street |
| Development | Proposed conversion of buildings into 4 no. dwellings including extension, alterations and associated operational development and landscaping works. |

7.2. Decisions for information

| | |
|----------------|--|
| Application No | UTT/21/1277/LB |
| Location | 2 The Cottage, Church End |
| Development | Retention of replacement kitchen stable door at the rear of the property |
| Decision | Approved |

| | |
|----------------|--|
| Application No | UTT/21/0947/HHF & UTT/21/0948/LB |
| Location | Pulleyns, Green Street |
| Development | Erection of a single storey rear extension |
| Decision | Conditional Approval |

| | |
|----------------|--|
| Application No | UTT/21/1011/HHF |
| Location | Silverthorn, Canfield Drive |
| Development | First floor extension to detached annexe |
| Decision | Refused |

The following application was approved by majority at the Uttlesford planning committee on 9 June, this item was carried forward from their May meeting due to the volume of applications to consider.

| | |
|----------------|---|
| Application No | UTT/20/2601/HHF & UTT/20/2559/LB |
| Location | Haydens End, Green Street |
| Development | Creation of storage barn for equestrian equipment and horse driving carriages - horse box storage |
| Decision | Conditional Approval |

7.3. The appeal against Uttlesford decision to refuse permission for 5 homes on land adjacent to Sandhurst, Canfield Road has begun, appeal reference is 3267763. Parish Council to consider any additional response to the planning inspector, due by 9 July.

7.4. The Planning Inspector allowed the recent appeal against Uttlesford which now allows MAGs to increase passenger numbers to 43m

8. VILLAGE DESIGN STATEMENT (VDS) – UPDATE

The current document was approved by Uttlesford in 2010 and is a material consideration in planning applications. The Parish Council recognises the document requires updating and whilst it was hoped to do this once the Local Plan was approved this is now unlikely to be before 2023.

Rural Community Council of Essex has confirmed the process and suggests there will need to be some community engagement work carried out to determine issues and then a consultation on the proposed guidelines to produce a refreshed VDS, noting it will probably mainly be the guidelines and justification of those that need updating. There may also be the opportunity to go further with the VDS than previously.

Parish Council to consider how to progress.

9. HIGHWAYS, FOOTPATHS, TREES, CRIME

To include,

9.1. Parish Council to consider any additional action following exchange of emails between residents and County Cllr Barker on the inappropriate use of byways in the parish.

9.2. Ancient Lane, Hartwood, to consider previous correspondence from 2006/07 and whether it is appropriate to consider this as part of the 'lost footpaths work'.

10. COMMUNITY GOVERNANCE REVIEW OF PARISHES

Uttlesford District Council is undertaking a Community Governance Review from 1 June to end July 2021. This provides an opportunity to review and make changes to governance arrangements at parish level. This is to ensure they are working as efficiently and effectively as they should be. It also ensures that they are reflective of the identity and interest of local communities.

The Community Governance Review can make a number of changes to parish governance when there is clear evidence to do so, including: changes to boundaries between parishes, mergers of two or more parishes, creating a new parish out of part of one or more existing parishes. It can make changes to electoral arrangements within parish areas - including changes to the number of parish councillors to increase or decrease its membership, introducing or changing parish warding arrangements, such as to ward or de-ward an area. It can accommodate changing the name of a parish. It can accommodate the grouping together of parishes under a common parish council

Parish Council to consider any response on behalf of Great Canfield Parish Council.

11. VILLAGE HISTORY ARCHIVE

A resident contacted the Parish Council with historic copies of Canfield newsletters from the 1970s onwards. This prompted an exchange of messages with some residents on the possibility of an electronic archive. Parish Council to consider if this something they could assist and encourage.

12. VILLAGE HALL REPORT

12.1. The lockdown changes on 17 May saw a small increase in hall usage with Yoga and the Toddler Group returning. The support group finished meeting in the hall at the end of May as they have now been able to return to their more central venue in Dunmow.

12.2. To consider a proposal not to charge the Toddler group hall rent.

12.3. Minutes of the village hall committee meeting held in March 2021 have been circulated to the Parish Council.

12.4. To approve village hall payments for the month of May 2021 as set out below

| PAYMENT TO | METHOD | VALUE |
|---|---------------|--------------|
| Great Canfield Parochial Church Council – Monthly Hall Rent | Direct Debit | £ 61.00 |
| Scottish Power – Monthly Electricity | Direct Debit | £ 68.32 |
| Team2Clean – April 21 (£36) and May 21 (£72) | Cheque | £ 108.00 |

12.5 Receipts for May 2021 to be confirmed (£150 support group), to note the Parish Council applied for, but was unsuccessful in its application for a Covid restart grant.

13. FINANCE

13.1. To consider a grant request from Great Canfield Parochial Church Council towards the cost of printing the quarterly newsletter delivered free to each home in the parish.

13.2. To consider membership of Uttlesford Association of Local Councils, 2021/22 subscription is £5.

13.3. To retrospectively approve renewal of the annual insurance with Parish Protect (Business Services at CAS Ltd) at a cost of £197.95 (quote from Zurich £318.71 and BHIB £480.50).

13.4. To approve the following cheques for payment

| PAYMENT TO | VALUE |
|---|--------------|
| Allison Ward – Parish Clerk salary May 2021 | £ tbc |
| Information Commissioners Office – Data protection renewal annual fee | £ 40.00 |

13.5 To consider and note the points raised in the internal audit review.

14. ITEMS FOR NEXT AGENDA

15. **DATE OF NEXT MEETING** scheduled for Monday 12th July 2021 at 8pm in the village hall.

TIME AND CLOSE OF MEETING

Allison

Allison Ward
Parish Clerk
9th June 2021