

# 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 16<sup>th</sup> April 2018** for the purpose of transacting the business set out on the agenda below.

**SIGNED (CLERK):**

**DATE 11<sup>th</sup> April 2018**

*THE PRESS & PUBLIC ARE CORDIALLY INVITED TO ATTEND*

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## AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF INTERESTS FOR THIS MEETING, Disclosable Pecuniary, Other Pecuniary or Non-Pecuniary Interests.
3. PUBLIC FORUM – There will be 15 minutes available for the Public to speak on Parish Council matters or any issue of local concern that are not listed under item 5 or 6 of this agenda.
4. MINUTES of the ORDINARY PARISH COUNCIL MEETING 12<sup>th</sup> March 2018 for approval and signature.
5. PROGRESS UPDATE
  - 5.1. A resident has asked for confirmation on the measurements for the village green and property boundaries at Hope End, a request to the resident for an on-site meeting is pending their availability.
  - 5.2. Cllr Barlow to update on the status of the village broadband and future options.
6. CORRESPONDENCE TO NOTE
  - 6.1. A resident asked if the salt bin between Canfield Road bridge and the B1256 could be restocked. This is an Essex County Council bin which is stocked at the start of the winter season and are only restocked following heavy snowfall and providing resourcing allows. The Parish Council has a stock of rock salt which is some years old and was found to have deteriorated and was unusable. Parish Council to note the need for new supplies of rock salt when next seasons letters are issued.
  - 6.2. The Parish Council has been contacted by the landowner to confirm an airstrip will be created on local land for private use. This will be operated as an ‘unlicensed field’ and as such aircraft are able to operate from it for up to 28 days per year without planning permission.
7. PLANNING
  - 7.1. Applications – None
  - 7.2. Decisions

|                |  |
|----------------|--|
| Application No | UTT/18/0370/HHF  |
| Development    | Raising of roof to main dwelling and garage outbuilding to create first floors, new external cladding and windows to both buildings. Two storey front and single storey side extensions to main dwelling (amended scheme to that approved under planning permission UTT/17/2408/HHF) |
| Location       | Twin Pines, Canfield Drive   |
| Decision       | Conditional Approval   |

## 8. CANFIELD NURSERY EASEMENT

Parish Council to authorise the Easement for services at Canfield Nursery. The existing Easement between the Parish Council and the owners of the site is only for access and excludes services. As agreed at the February 2018 meeting agenda item 7.4, the Parish Council requested a separate Easement.

## 9. CONTRACT FOR GROUNDS MAINTENANCE

## 10. GRANT APPLICATIONS

Village Hall Committee (VHC) - A new village hall shed for storage of equipment measuring 10 x 8 is required. The total cost of the project is estimated at £1,650 and the VHC has secured a grant of £250 from Uttlesford District Council. The request is a grant of £750 from the Parish Council Easement fund with the balance being met from VHC funds.

## 11. VILLAGE HALL VALUATION

As part of the ongoing work to secure an extension to the lease on the village hall it is necessary to carry out a valuation. The Valuation Office Agency (VOA) who work for bodies within the public sector were used previously and are accepted as independent by the parties involved. This requires the Parish Council to be the body to enter into the contract with the VOA and to make payment which will be reimbursed by the Community Trust. The Parish Council has powers to enter into such an agreement under Local Government (Miscellaneous Provisions) Act 1976, Recreational Facilities, section 19(1) which includes '*the powers conferred by this subsection to provide facilities include powers to provide buildings, equipment, **supplies and assistance of any kind.***' Parish Council to agree to enter into the contract.

## 12. FLY TIPPING AND LITTER PICK

Following a number of issues with fly tipping in the village, Parish Council to consider what if any action it can take.

Update on litter pick 24<sup>th</sup> March.

## 13. GENERAL DATA PROTECTION REGULATIONS

To consider the implications for the Parish Council of the new legislation due in May 2018,

## 14. ANNUAL RETURN and ACCOUNTS 2017/18

Parish Council to consider changes under the new requirements for small Parish Councils with turnover below £25k and to confirm its agreement to exempt itself from an external audit, whilst complying with the requirement to post information on its website.

Clerk to present a report of the receipts and payments for 2017/18 and bank reconciliation for Cllrs to review.

## 15. REPRESENTATIVES REPORTS:- to include

15.1. Footpaths, Byways, Bridleways and Greens

15.2. Highways/Road Safety

15.2.1. Following a request from a neighbouring Parish Council for an update, Essex Highways has confirmed that the water problems on the B184 beyond Bacon End junction, are '*provisionally planned for delivery in 2019/20 subject to verification by the Cabinet Member and subject to availability of funding. It should be noted, however, that additional SWAS scheme submissions are anticipated throughout 2018/19 and if schemes are received which are assessed as a higher road safety risk then these may be prioritised for funding over the scheme in question.*' High Roding Parish Council responded to the information and asked if temporary flood warning signs could be placed, Essex Highways confirmed this is possible and if required Parish Councils or residents can report the flooding

via the Essex Highways reporting system, the site will then be assessed and if necessary warning signs placed!

15.3. Crime Prevention/Neighbourhood Watch

15.4. Tree Warden

16. FINANCE

16.1. Cheques for Approval

| <b><i>PAYMENT TO</i></b>                                  | <b><i>VALUE</i></b> |
|---|---------------------|
| Allison Ward - Parish Clerk March 2018                    | £170.51             |
| Essex Association of Local Councils – Annual Subscription | £138.10             |

17. ITEMS FOR THE NEXT AGENDA

18. DATE OF NEXT MEETING Monday 14<sup>th</sup> May 2018 at Great Canfield Village Hall at 8pm. The meeting will begin with the Annual Village Meeting and be followed by the Parish Council Annual General Meeting.

19. TIME AND CLOSE OF MEETING