

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 21 February 2022 at 8pm** at the village hall, 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. APPOINTMENT OF CHAIRMAN and VICE CHAIRMAN

Parish council to elect a chairman (and if necessary vice-chairman) to serve until the May 2022 Annual Meeting.

2. APOLOGIES FOR ABSENCE

3. TO CO-OPT A PARISH COUNCILLOR FOR THE CURRENT VACANCY

4. DECLARATION OF INTERESTS FOR THIS MEETING

5. 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.

6. MINUTES OF ORDINARY PARISH COUNCIL MEETING 10 January 2022 for approval.

7. COUNTY AND DISTRICT CLLRS REPORTS

8. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

8.1. With the support of District Cllr Driscoll, new fly tipping and previous items of asbestos were removed from Canfield Road and Green Street by Uttlesford.

8.2. County Cllr Barker provisionally offered to set up a meeting with the cabinet member for highways and the chair or a representative from each town/parish council in order that issues could be raised directly. Cllr Barlow agreed to attend on behalf of Great Canfield, should this meeting take place.

8.3. Cllr Jewell attended the parish council cluster meeting with the new CEO of Uttlesford District Council.

8.4. Ahead of a press release, Uttlesford CEO wrote to all Town/Parish Councils advising them that over the next five years Uttlesford must identify up to £4 million of net savings – or nearly a quarter of the budget. This is due to new accounting rules imposed on local authorities by the government. Work is beginning to identify the first of those savings ahead of the 2023/24 budget.

8.5. Residents reported a broken manhole cover on Canfield Road between the bridge and Canfield Drive. Cllr Donald to confirm.

9. PLANNING

9.1. Applications for decision

| | |
|----------------|---|
| Application No | UTT/22/0144/HHF |
| Location | Rivendell Bullocks Lane |
| Development | Proposed single storey rear and side extension. |

9.2. Decisions for information

Application No UTT/21/3510/LB
Location Bacon, Bacon End Road
Development Removal of existing single glazed windows and replacement with double glazed windows
Decision Refused

Application No UTT/21/3378/HHF
Location 7 Nursery Grove
Development Proposed extension to existing garage and conversion of roof space to form home office.
Decision Conditional Approval

Application No UTT/21/3299/FUL
Location Plot 2, The Vale, Canfield Drive
Development Proposed construction of 1 no. dwelling and garage.
Decision Refused

Application No UTT/21/3300/FUL
Location Plot 1, The Vale, Canfield Drive
Development Proposed construction of 1 no. dwelling and garage.
Decision Refused

Application No UTT/21/3375/FUL
Location Beresford, Great Canfield Road
Development Proposed erection of 1 no. dwelling and garage - amendments to previously approved scheme under UTT/21/2793/FUL
Decision Conditional Approval

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.
Decision Conditional Approval

8.3 Consultation on changes to the Essex Minerals Local Plan 2014, and a simultaneous call for sites for additional mineral site locations, is taking place 11 February to 25 March 2022. Parish Council to consider any response to the consultation.

Background information – To note the Local plan includes sites in Great Canfield. Proposed amendments to the Essex Minerals Local Plan 2014 were consulted on during March/April 2021. Responses received are in the process of being assessed by Essex County Council (ECC), however it is currently considered that amendments are required relating to Policy S6 - Provision for sand and gravel extraction (the policy which quantifies mineral need) which are too significant to allow for progression to the next stage of the Plan Review without additional engagement. The most significant changes from the previous consultation are a proposed reduction in the overall amount of sand and gravel that the Minerals and Waste Planning Authority needs to plan for in the future, and that new sand and gravel sites are required to be allocated as part of this Plan Review. And so, as well as an engagement on Policy S6, ECC are simultaneously holding a Call for Sites exercise as they consider that under any reasonable plan provision scenario, additional sites will be needed before the Plan expires in 2029 and so provision should be made as part of the Review. Following the conclusion of the engagement on Policy S6 and the Call for Sites exercise, all sites will be assessed and both preferred and non-preferred will be published for consultation alongside a revised Policy S6 later in the year.

8.4 Following the government decision to issue a notice of designation removing Uttlesford's right to make decision on major (more than 10 dwellings) planning applications in its district, the Clerk and Cllr Jewell attended an online meeting to understand how the planning process for major applications will now work. Report to be given at meeting.

10. HIGHWAYS, FOOTPATHS, TREES, CRIME

10.1. Highways

10.1.1. Update following completion of ditch works between Church End and Canfield Road.

10.2. Trees

10.2.1. To consider a request for tree works (minor pruning and reshaping) at a cost of c.£230 to the tree adjacent to the stocks at Hellmans Cross which is beginning to encroach on adjacent trees and property.

11. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

To receive a report on plans and to confirm any requirements of the parish council.

To consider applying for a £700 Platinum Jubilee grant from Uttlesford.

12. SPRING LITTER PICK

To agree a date for the spring litter pick.

13. VILLAGE HALL REPORT

13.1. To receive a report from the village hall committee including an update on cleaning. To record two missing cheque payments for cleaning have not been cashed, an electronic transfer was made via the Clerk for reimbursement.

13.2. Parish council to consider any amendments required to supplementary hall hire guidance following the removal of most Covid restrictions in village halls.

13.3. To note omicron Covid grant and Uttlesford's response that this will not be paid to Parish Councils. The Clerk requested assistance from District Cllrs.

13.4. To approve village hall payments for the month of January 2022 as set out below

| PAYMENT TO | METHOD | VALUE |
|---|---------------|--------------|
| Great Canfield Parochial Church Council – Monthly Hall Rent December 2021 | Direct Debit | £ 61.00 |
| Scottish Power – Monthly Electricity December 2021 | Direct Debit | £ 68.32 |
| Allison Ward - Cleaning November and December, see 12.1 | Cheque | £ 180.00 |

13.5. To record the receipts received in January 2022; £175 yoga, £25 dog training, £30 private party.

14. FINANCE

14.1. To approve the following cheques for payment

| PAYMENT TO | VALUE |
|---|--------------|
| Allison Ward – Parish Clerk salary January 2022 | £ tbc |
| Fasthosts (Allison Ward expenses) – Domain name renewal village website 2 yrs inc VAT | £ 25.18 |
| Argos (Allison Ward expenses) – Storage box for litter pickers inc VAT | £ 33.95 |
| Function Central (Allison Ward expenses) – Deposit for band at Queen's Platinum inc VAT | £ 275.00 |
| Hundred Parishes Society – Annual subscription | £ 10.00 |

14.2 To consider a grant to Stansted Airport Watch.

14.3 Approval of changes to bank mandate, removal of Chris Easter.

14.4 Update on Cllrs setting up electronic banking

15. ITEMS FOR NEXT AGENDA

- a. Annual review of parish council policies.
- b. Tenders for 2022.

16. **DATE OF NEXT MEETING** scheduled for Monday 14th March 2022 at 8pm in the village hall.

TIME AND CLOSE OF MEETING

Allison

Allison Ward
Parish Clerk
16th February 2022