

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 14<sup>th</sup> April 2014

Present: Cllr Jon Sams (Chairman)  
 Cllrs Virgina Barlow, Keir Donald, Chris Easter, Henry Green, Catriona Kellerman, Robert Mackley and the Clerk Allison Ward

District County Cllr Jackie Cheetham (8.05pm to 8.30pm)

1 Member of the Public (8.00pm to 8.45pm)

1. APOLOGIES FOR ABSENCE - None.
2. DECLARATIONS OF INTERESTS FOR THIS MEETING - None
3. PUBLIC FORUM

A question was asked regarding the Parish Councils input to responses to the Local Plan. The last consultation was in January 2014 on housing strategy and additional sites and a decision was taken at the Parish Council not to respond to this. No further consultations have been published for comment since this date.

There is concern with the way local planning officers consider Parish Council and resident's comments on planning applications in terms of the lack of explanation provided when they overrule the submitted comments. To raise with District Cllr Cheetham.

The current Gypsy and Traveller Site Allocations Development Plan Document (DPD) is out of date as it states two sites in Great Canfield. One is Bullocks Lane which has been refused and this decision upheld by the Planning Inspectorate; additional information regarding one site is wrongly recorded against the other.

4. MINUTES OF THE PARISH COUNCIL MEETING 10<sup>th</sup> March 2014 were approved and signed by Cllr Sams as a true record.

*District Cllr Cheetham arrives*

5. DISTRICT AND COUNTY COUNCILLORS REPORT

The Local Plan was agreed at the full council meeting on 8 April and will shortly be issued for a final round of consultation before submission to the Planning Inspectorate. This final consultation is focused only on whether the plan meets the "four tests of soundness" as set out in national planning policy, which is whether it is positively prepared, justified, effective and consistent with national policy.

Uttlesford has £1m of grants to distribute to local community groups including Parish Councils. Application forms are now available with deadlines at the end of June.

A debate took place on the situation with Ashfields Carriage and Polo Club and the decision by Uttlesford not to take any action on a 2005/06 planning application for 4 apartments that has subsequently resulted in 6 apartments. It is confirmed no action will be taken due to the lapse of time; and that the condition tying the apartments to the business is also no longer valid. Cllrs expressed their

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frustration with this decision and asked for confirmation on who in Uttlesford signed off the building control, Cllr Cheetham confirmed that it is not necessary to use Uttlesford building control. Cllrs stressed that as the issuing authority there must be an obligation for them to sign off; Cllr Cheetham to verify who signed off before further consideration by this council.

Cllr Donald stressed the frustrations with Parish Council planning views being overridden without reasonable explanations. It was suggested that Uttlesford should make it clear in their report that they have considered the response and state the reason for it either being relevant or not. To highlight this point the discussion continued with the recently agreed applications at Hellmans Cross where the Parish Council objected to buildings which ‘dwarf’ the original house and where there is no response to the Parish Councils views by Uttlesford. Cllr Cheetham agreed to follow this up with planning. Cllr Donald went on to stress that the only option to ensure fair consideration of comments is every time a Parish Council objects to an application they request it is called to Planning Committee.

A resident challenged Cllr Cheetham on the information on the Uttlesford website relating to Gypsy and Traveller Site Allocations Development Plan Document (DPD). It includes a statement that “Publication of the Needs Assessment is anticipated January 2014”, when this has not happened and the report includes out of date information in terms of Great Canfields current situation, see comment in public meeting item 3. Cllr Cheetham agreed to follow this up.

Cllr Easter asked Cllr Cheetham to look into a situation where a council vehicle was parked in a lay-by and tarmac that to the public could have been used to repair a significant number of pot holes was tipped; Clerk to re-forward details.

## 6. PROGRESS UPDATE – *Clerk*

- 6.1. Efforts continue to obtain a quote for repairing Hope End Green, prior to submitting an insurance claim for repairs.
- 6.2. The Clerk attended a meeting to discuss Parish Council requirements for a new village website. No further action at this stage.
- 6.3. Great Canfield Village Conservation Appraisal, Uttlesford are reviewing responses pending a decision on whether any amendments are required. The revised document, together with a full report detailing all the comments received will then be presented to the council’s Cabinet members for decision and consideration for adoption; this will either by the May or June meeting.
- 6.4. The blocked culvert between the two ponds opposite Peckers has been cleared by a resident. It was blocked as the ditch on the outlet side was full of dead leaves and earth.

## 7. CORRESPONDENCE TO NOTE

- 7.1. Cllr training days have been arranged by EALC for 11 June and 9 July at a cost of £67. EALC and RCCE are hosting a planning workshop on 5 June, cost £67.
- 7.2. Parish Council workshop, flood risk and water management to be held on 15<sup>th</sup> May from 7pm to 9pm, at the Dourdan Pavilion, Great Dunmow. Cllr Sams to speak to a resident who is at risk to see if he is willing and available to attend.

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## 8. APPROVAL OF ANNUAL ACCOUNTS 2013/14

The Clerk presented the accounts for the Parish Council for the year ending March 2014 which shows a surplus for the year of £1,019. This is primarily timing issues with the receipt of New Homes Bonus funding of £885 scheduled for expenditure in the forthcoming year. The bank reconciliation at March 2014 shows a cash balance of £6,748. Cllr Sams proposed, Cllr Mackley seconded with all in favour that the Accounts are accepted.

It was proposed by Cllr Easter, seconded by Cllr Mackley that the pole for the beacon, plaque for the Peace Oak and the tree guard for the Jubilee Oak are added to the fixed asset register, an additional value of £1,010. It was further agreed that these items would not be included on the insurance policy due to their individual low values and the insurance excess.

## 9. ALLOTMENTS

Cllr Donald confirmed that correspondence has been received from Essex County Council stating that the land at Hope End that the Parish Council was requesting for allotments/community orchard is not available. Clerk to summarise legislation and forward to Cllr Donald to progress.

## 10. JUBILEE OAK – GUARD and PLAQUE

Cllr Easter confirmed the tree guard is in place and suitable for the task. Clerk to place the order for the plaque.

## 11. NEW NOTICEBOARD

Cllr Mackley to discuss further the notice board for the village hall with representatives of the Parochial Church Council. Clerk to consider options for the Hope End notice board.

## 12. REPRESENTATIVES REPORTS:-

12.1. Footpaths, Byways, Bridleways and Greens – Nothing to report.

12.2. Highways/Road Safety

12.2.1. Cllr Mackley to complete a summary of outstanding highway issues.

12.2.2. Clerk is drafting the Uttlesford Highway Panel form requesting a reduction in the speed limit at Bacon End. Cllr Mackley has forwarded additional information to support the request, Clerk to update and forward to Cllr Barlow for further input. Final document to be circulated to Cllrs prior to submission.

12.2.3. Cllr Donald commented on the poor state of the pot hole repair at Church End which is already starting to ‘sink’. Clerk to report.

12.2.4. Clerk to chase Uttlesford Rangers for an update on work to put ‘grips’ in the verges along Green Street.

12.3. Crime Prevention/Neighbourhood Watch – Nothing to report.

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12.4. Tree Warden – Nothing to report.

### 13. PLANNING

13.1. Applications – None

13.2. Decisions

APPL No	UTT/14/0371/AG
DEVELOPMENT	Proposed steel framed storage building
LOCATION	Hall Farm, Church End
DECISION	Deemed Approved

APPL No	UTT/14/0144/HHF
DEVELOPMENT	Demolition of existing garage and replace with cartlodge
LOCATION	Hellmans Cottage, Green Street
DECISION	Conditional Approval

APPL No	UTT/14/0141/FUL
DEVELOPMENT	Proposed change of use of land from agricultural to paddock/grazing equestrian land. Erection of stable block and stables, feed, tack, store and vehicle storage building.
LOCATION	Hellmans Cottage, Green Street
DECISION	Conditional Approval

APPL No	UTT/14/0269/HHF
DEVELOPMENT	Proposed extension at first floor level above existing dwelling and two storey rear extension
LOCATION	Taw, Great Canfield Road
DECISION	Conditional Approval

13.3. Cllr Green updated the meeting on the consultation of the Replacement Minerals Local Plan. The primary concern is with sites A22 and A23, Little Bullocks Farm, Great and Little Canfield. Previously the two sites were dealt with separately and the issues set out against each site. They are now dealt with on a single page of the document and the issues relating to them are the same. The document confirms two issues of importance, minerals will be exported via the existing site access and extraction would not commence until after the extraction of the existing quarry and all necessary restoration phases have been completed. Cllr Green confirmed the recommendation of the committee is not to make a response to this consultation, this was accepted by the Parish Council.

13.4. The issue of enforcement at Ashfields Carriage and Polo Club was discussed and considered under agenda item 5, no further comments.

## 14. FINANCE

## 14.1. Cheques for Approval

<b><i>PAYMENT TO</i></b>	<b><i>VALUE</i></b>
Allison Ward - Parish Clerk March 2014	£170.33
Great Canfield Community Trust – Hall hire	£54.00
Essex Association of Local Councils – Annual Subs	£118.71
Uttlesford Community Transport – Annual Subs	£20.00

14.2. S.150(5) of the Local Government Act 1972 provides that " Every cheque or other order for the payment of money by a parish or community council shall be signed by two members of the council." With effect from 13 March 2014 by The Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014, revokes this provision with the aim of reducing the burden on parish councils and to facilitate electronic payments.

Cllr Sams proposed, Cllr Easter seconded with all in favour that the Parish Council continues with its existing practice of two signatories.

14.3. The Government has issued a consultation proposing that Parish Councils with a turnover not exceeding £25,000, will no longer be required to submit the annual return for external audit. This will be replaced with a mandatory requirement to publish key ‘transparency’ information. Cllr Sams proposed, Cllr Mackley seconded with all in favour that the Parish Council responds to the consultation, deadline 9 May, confirming it does not support this change and suggest current processes continue.

## 15. ITEMS FOR THE NEXT AGENDA

- 15.1. Approval of the Annual Return
- 15.2. Update on allotments
- 15.3. Survey of roads

16. DATE OF NEXT MEETING Monday 12<sup>th</sup> May 2014 at 8pm to include the Annual Village Meeting and the Annual General Meeting of the Parish Council.

17. TIME AND CLOSE OF MEETING 9.25pm

**Allison Ward**  
**Parish Clerk 01245 231798**

Signed  
Jon Sams (Chairman Parish Council)