

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in the Church Hall Monday 10<sup>th</sup> February 2014

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

0 Members of the Public

1. APOLOGIES FOR ABSENCE were received by Cllr Keir Donald and Cllr Catriona Kellerman and accepted by the Parish Council.

2. DECLARATIONS OF INTERESTS FOR THIS MEETING

Cllr Sams declared a non pecuniary interest in agenda item 7.4 as a trustee of Great Canfield Community Trust.

Cllrs Easter and Mackley declared a non pecuniary interest in agenda item 7.4 as members of the management committee of Great Canfield Community Trust.

3. PUBLIC FORUM

A resident requested an update on whether the Parish Council were intending to progress issues experienced over recent month's with Uttlesford's planning process and whether there had been any further correspondence from Takeley Parish Council who were looking to address similar concerns. The Parish Council confirmed there have been a number of issues including minor administration points which are notified to Uttlesford as they occur. It was agreed at this point in time the Parish Council would not be progressing these points further with the Planning Team. No further correspondence has been received from Takeley, Clerk to update resident.

Cllrs Donald and Sams were unable to attend the Uttlesford Parish and Town Planning Liaison meeting on 20th January. The Clerk has requested minutes for circulation and been advised that no minutes were produced, but the presentation would be made available.

4. MINUTES OF THE PARISH COUNCIL MEETING 13<sup>th</sup> January 2014 were approved and signed by Cllr Sams as a true record.

5. DISTRICT AND COUNTY COUNCILLORS REPORT – Apologies were received from County Cllr Susan Barker and District Cllr Jackie Cheetham.

6. PROGRESS UPDATE – *Clerk*

6.1. There has been no response from Essex Association of Local Councils on the status of the Jubilee Book, Clerk to chase.

6.2. The Jubilee Oak has been measured and a final quote including painting the guard matt black and delivery is £325+vat. The Clerk will place this order and forward payment. Cllr Green presented the wording which was agreed as follows

Signed  
 Jon Sams (Chairman Parish Council)

### The Jubilee Oak

This English Oak (*Quercus robur*) was planted at the behest of Parish Council in January 2012 to replace the "Peace Oak". The year 2012 was also the year that HM Queen Elizabeth II celebrated her Diamond Jubilee and it was agreed to name the tree "The Jubilee Oak".

Clerk to contact Forefront Signs Ltd for a quote to produce this wording on a small plaque that could be attached to the tree guard.

## 7. CORRESPONDENCE TO NOTE

- 7.1. The Clerk has forwarded correspondence to Chelmsford Motor Club expressing residents concerns with the speed and noise of vehicles taking part in an event which passed through Bacon End on the evening of the 24<sup>th</sup> January. A response is pending, Clerk to chase.
- 7.2. Clerk has received information and pictures of an HGV that became stuck at Hope End after taking a wrong turn. Damage was caused to the triangle at Hope End and the verge. Clerk has contacted the company's insurers to register a claim for repairing the damage, quotes for the cost of the repair are pending and the claim will be progressed once these are received. Clerk to check with residents at Hope End re the name plate that was knocked over in a previous incident and requires replacing.
- 7.3. Cllr Donald has reported that he continues to push forward with the request for allotments/community orchard and is now in communication with Essex County Council regarding availability of land.
- 7.4. Cllr Easter reported that the Community Trust were investigating options to provide improved website communication and asked if the Parish Council were willing to support this. This was unanimously agreed as the current website was only ever designed to support the Village Design Statement and not to provide the levels of information currently required. The Clerk will act as the point of liaison for the Parish Council, Cllr Easter to update village hall committee.

## 8. SPRING LITTER PICK

It was agreed to hold a spring litter pick on Saturday 12<sup>th</sup> April at 10am, meeting at the village hall. Clerk to make arrangements.

Clerk to report black plastic bags of rubbish that have been left in the ditch between Jock's Hut and the ponds.

## 9. SHOPPER BUS

Cllr Green confirmed that Mrs Green is happy to take on the administrative role to co-ordinate users of the village bus. Clerk to update current administrator and forward any documents.

## 10. NEW NOTICEBOARD

A discussion took place on options for styles of the notice board to hold the village map at the village hall. It was agreed to consider putting the village map between two pieces of Perspex that would be fixed to the wall. Clerk to look into costs of Perspex, Cllr Sams to discuss whether this is possible with the Parochial Church Council and village hall committee.

Signed  
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The shape of the laminated map which has already been produced is making it difficult to find the most suitable design for a notice board at Hope End. Cllr Mackley to pass the map to the Clerk to investigate costs for both ready-made and bespoke notice boards.

## 11. REPRESENTATIVES REPORTS:-

### 11.1. Footpaths, Byways, Bridleways and Greens

11.1.1. The proposed plan to repair drainage and the surface at Oak Lane, byway 3, is being considered at tonight's Uttlesford Highway Panel meeting.

11.1.2. Cars are no longer parking on the village green at Hope End and a resident has asked if there are any plans to repair the damage. After discussion it was suggested that the Parish Council waits until the spring to see what does and does not come back, a decision will then be taken on any further action. Clerk to update resident.

11.1.3. Clearing of the trees fallen from the property Green Easter onto the adjoining footpath 7 is pending once conditions improve.

### 11.2. Highways/Road Safety

11.2.1. Further to requests the Flood Management Team are available to meet with Cllr Mackley at Bacon End on Wednesday 12<sup>th</sup> February to discuss the issues with flooding at Bacon End and surrounding areas.

11.2.2. A request has been sent to Highways asking them to meet the Parish Council in the village to discuss various outstanding Highways issues, Clerk is chasing. Cllr Easter confirmed he had been in contact with Highways re the issue with the open manhole in Fitzjohn's Lane. This has now been located by Highways and confirmed as their responsibility; the repair remains outstanding.

11.2.3. Cllr Mackley suggested the Parish Council considers reducing the speed limit along Bacon End to 30mph and will discuss this with local residents. Clerk to forward Essex Speed Management Strategy to Cllr Mackley.

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

11.4. Tree Warden – Nothing to report.

## 12. PLANNING

### 12.1. Application

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

Cllr Barlow proposed, Cllr Mackley seconded with all in favour that the Parish Council objects to this application for the following reasons

1. This is not felt to be in keeping with one of the oldest listed buildings in the village and

Signed

Jon Sams (Chairman Parish Council)

would have an impact on the street scene.

2. The application doubles the size of the existing footprint; to a property that has had previous extensions. Considering the two applications together, see below, it gives the appearance that two new cottages are being created.

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

Cllr Barlow proposed, Cllr Mackley seconded with all in favour that the Parish Council objects to this application for the following reasons

1. Considering the two applications for Hellmans Cottage together, it is felt that this is a large development with three significant outbuildings. This property has had previous extensions. The two applications together give the appearance that two new cottages are being created.
2. There is no Design and Access Statement to support this application.
3. There does not appear to be the acreage to support the volume of stabling proposed in the application.
4. Hellmans Cottage is one of the oldest listed buildings in the village, it is felt the proposals are not in keeping and would have an impact on the street scene.

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

Cllr Barlow proposed, Cllr Easter seconded with all in favour that the Parish Council supports this application.

### **Decisions**

APPL No	UTT/13/2995/FUL
DEVELOPMENT	Demolition of existing dwelling and 2 no. outbuildings and erection of 1 no. replacement dwelling and outbuilding.
LOCATION	Thriftwood, Bacon End
DECISION	Conditional Approval

APPL No.	UTT/13/0730/FUL
DEVELOPMENT	Construction of new access road, road junction and associated landscaping
LOCATION	Hall Farm Church End
DECISION	Conditional Approval

Signed  
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- 12.2. Crumps Farm – Cllr Green reported on the recent Crumps Farm Liaison Committee meeting which took place on 21<sup>st</sup> January. There has been limited activity due to the weather, although clay continues to be extracted. The intention remains to build the large in vessel composting unit.
- 12.3 Confirmation has been received that the Planning Inspectorate has dismissed the appeal for ‘Land north of Bullock Lane, Bullock Lane, Hope End Green’.

### 13. FINANCE

- 13.1. Cheques for Approval

<i><b>PAYMENT TO</b></i>	<i><b>VALUE</b></i>
Allison Ward - Parish Clerk January 2014	£165.11
Allison Ward – Parish Website annual fee	£3.60
Cotswold Decorative Ironworks – Tree guard inc vat	£390.00
Great Canfield Community Trust – Hall hire Nov-Jan	£81.00

### 14. ITEMS FOR THE NEXT AGENDA

Deadline for Great Canfield newsletter is 20<sup>th</sup> February

15. DATE OF NEXT MEETING Monday 10<sup>th</sup> March 2014 at 8pm.

16. TIME AND CLOSE OF MEETING 9.48pm

**Allison Ward**

**Parish Clerk 01245 231798**

Signed

Jon Sams (Chairman Parish Council)