

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held at the village hall on Monday 11th April 2022

Present: Cllrs Ginny Barlow (chair), Stuart Hepburn, Michael Knight, Magnus Mildwater, Richard Stratton, and the Clerk Allison Ward

District Cllr Geof Driscoll and District Cllr Neil Reeve

1 resident leaving after agenda item 10.1

1. APOLOGIES FOR ABSENCE were received from Cllr Keir Donald (holiday) and Cllr Jenny Jewell (personal commitments), the apologies were accepted by the meeting.

2. PARISH COUNCIL VACANCY

2.1. Cllr Barlow confirmed the resignation of Cllr Robert Mackley on 15 March 2022 and asked that a record of thanks be recorded in the minutes recognising Cllr Mackley's service to the parish council including the last seven years as chair. The vacancy had been advertised and no election requested. As a result, the parish council is in a position to co-opt.

2.2. Cllr Barlow proposed that Magnus Mildwater and Richard Stratton who had both confirmed their wish to join the parish council be co-opted to fill the two vacancies created by the resignation of Chris Easter in November 2021 and Robert Mackley in March 2022. This was seconded by Cllr Knight with all in agreement.

The new Cllrs signed the Declaration of Office which will be held on file by the Clerk and completed the register of interests which will be forwarded by the Clerk to Uttlesford. Cllr Barlow welcomed the two new Cllrs to the parish council.

3. DECLARATION OF INTERESTS FOR THIS MEETING – None

4. PUBLIC FORUM

Cllrs commented on the 'loose stones' highway signage that has still not been removed from Green Street. In October 2021, the response from Essex Highways following the request is they would be returning to complete micro-surfacing of a section that was initially missed and would then remove the signage. Clerk to chase.

5. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 14 March were proposed by Cllr Barlow as a true and correct record, seconded by Cllr Mildwater with all in agreement, the minutes were signed by the Chairman.

6. COUNTY AND DISTRICT CLLRS REPORT

County Cllr Susan Barker send apologies to the meeting.

District Cllr Reeve updated the meeting on district council matters.

- i) There is a slight delay in issuing the Regulation 18 Local Plan consultation whilst officers and elected members ensure all evidence is in place to support the options. The consultation is expected to be published in June and there is currently no change to the end timetable and publication of regulation 19. Cllr Barlow noted the new Director of Planning, Dean Armitage will join the team in June and confirmed she had taken part in the selection panel as a Parish Cllr. District Cllr Reeve confirmed the appointment would not have any impact on the Local Plan timetable.
- ii) The district has been supporting refugees arriving at Stansted from Ukraine and the local communities who are seeking to welcome refugees into their home. There is a great willingness to help, however also many challenges.

Cllr Driscoll added that the Uttlesford Local Highways Panel had accepted £200k from Uttlesford to support additional schemes, it is hoped with a total of £700k a number of projects can be progressed and completed.

7. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

Village litter pick took place on 19th March, Cllr Barlow thanked residents for their support.

Signed
 Cllr Ginny Barlow, Chair

On 30th March Uttlesford launched a new digital app designed to help local businesses, services, and venues to promote their offers, and provide residents with information on activities taking place in their local towns. Download the app via www.dscvr-app.com or by searching 'dscvr' in the app store.

Notice of the Ride London event on Sunday 29th May. Whilst there are no road closures in the parish there are road closures on the B184 and Dunmow which will limit the ability for residents to travel on this date.

Uttlesford is consulting on a new Shopfront Design Guide, closing date for response is 27th April. See this link for further details https://www.uttlesford.gov.uk/media/11295/Uttlesford-Shopfront-Design-Guide/pdf/Shopfront_Design_GuideA.pdf?m=637800937827600000

Correspondence on the appointment of a new director of planning at Uttlesford, launch of Digigo a new public transport provision being trialled in central Essex and Braintree, and Uttlesford's support for Ukrainian refugees arriving at Stansted Airport and via other routes, have been circulated to Cllrs.

8. PLANNING

8.1. Applications for decision

Application No	UTT/22/0610/HHF
Location	Black Hall Barn, Green Street
Development	Single storey side/front infill extension with internal alterations.

Cllr Barlow proposed no comment on this application, this was seconded by Cllr Stratton with all in agreement.

8.2 Decisions for information

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

Application No	UTT/22/0025/FUL
Location	Land at Canfield Drive Great Canfield Road
Development	Proposed erection of 1 no. detached dwelling to replace existing static home (alternative scheme to plot 2 approved under UTT/21/0507/FUL).
Decision	Conditional approval

8.3 The application UTT/21/3204/FUL, for 'replacement of existing static home with detached house with associated access and parking' will be considered by the planning committee on Wednesday 13 April. As no Cllrs are available, District Cllr Geof Driscoll confirmed he would speak on behalf of the Parish Council, the Clerk will consult with Cllr Barlow and provide a statement for District Cllr Driscoll to read.

8.4 The planning inspector allowed the appeal against Uttlesford's decision to refuse permission for 'the erection of a 2-storey extension at Keepers Barn, Bullocks Lane.'

9. EASEMENTS

9.1. A resident had written to the parish council asking for the temporary storage of materials on parish council land along Green Street whilst the driveway is upgraded. Cllr Barlow thanked the resident for asking and proposed as this is a temporary measure that permission be given, this was seconded by Cllr Knight with all in agreement.

9.2. The Clerk was asked to write to the landowner at Champneys following previous correspondence, asking that an easement is agreed to allow for the widening of the access to the property.

10. HIGHWAYS, FOOTPATHS, TREES, CRIME

10.1. Cllr Hepburn commented on the dangerous state of some road edges beyond the white lines which have been damaged by vehicles and highway works resulting in 'cliff edges'. The Clerk was asked to write to County Cllr Susan Baker highlighting the issues and asking what plans Essex County Council has in place to address these matters.

1 resident leaves the meeting.

Signed
Cllr Ginny Barlow, Chair

10.2. Cllr Hepburn raised the works necessary to remove the dead tree adjacent to the cricket ground which had been considered previously. The Clerk will review previous minutes to confirm any agreement on financial support and if necessary, suggest a way forward for the parish council to consider the request.

10.3. Footpaths, nothing to report.

11. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

Plans continue to progress for Thursday 2nd June and Sunday 5th June, there is nothing in addition to note.

The Clerk confirmed the application to Uttlesford for £700 (a per parish provision) has been submitted and a decision is expected at the end of the month. Cllrs requested a full budget for the event to be presented at the next meeting. To note all receipts and payments will be processed through the parish council accounts.

The event will be insured under the parish council policy, however the renewal date for this is 1 June and final confirmation will be required at the point of renewal. Risk assessments to be provided by the Jubilee committee for the parish council to agree.

12. VILLAGE HALL REPORT

12.1. The Clerk noted the electrical inspection is overdue and has contacted the village hall committee reminding them of their responsibility to organise. Cllr Mildwater suggested the parish council books the inspection given the importance of ensuring this is completed; the Clerk will seek reassurance from the committee and if this is not forthcoming will make arrangements.

12.2. Cllr Hepburn proposed the following payments be verified for the month of March 2022; this was seconded by Cllr Barlow with all in agreement.

<i>PAYMENT TO</i>	<i>METHOD</i>	<i>VALUE</i>
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 27.00
Alison Clark – Cleaning 22nd March paid prior to meeting	Online	£ 33.75

13.4 Village hall hire payments received in March 2022 totalled £170.00.

13. FINANCE

13.1. The National Joint Council for Local Government Services has agreed on the new rates of pay, which includes parish clerks from 1st April 2021. Cllr Hepburn proposed the clerk's hourly rate is increased in line with the agreement and backdated to 1st April 2021, this was seconded by Cllr Barlow with all in agreement.

13.2. Cllr Knight proposed the following cheques for approval, this was seconded by Cllr Hepburn with all in agreement. As payments will be made online the chairman signed the payment schedule in accordance with electronic payment procedures.

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward – Parish Clerk salary March 2022	£ 218.47
The Flying Seagull Trading Company Ltd – Jubilee expenses inc VAT	£ 650.00
Essex Association of Local Councils – Annual subscription	£ 154.25

14. ITEMS FOR THE NEXT AGENDA – Nothing in addition

15. **DATE OF NEXT MEETING** is Monday 9th May 2022 at 8pm in the village hall. The May meeting will begin with the Annual Village Meeting and will be followed by the Annual meeting of the Parish Council.

TIME AND CLOSE OF MEETING 9.20pm

Signed
Cllr Ginny Barlow, Chair