

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 11<sup>th</sup> June 2018

Present: Cllrs Ginny Barlow, Chris Easter, Jenny Jewell, Michael Knight, Robert Mackley (chairman), and the Clerk Allison Ward

District Cllr Keith Artus (*leaving after agenda item 10*)

1 member of the public (*leaving after agenda item 7*)

1. APOLOGIES FOR ABSENCE were received from Cllr Stuart Hepburn and Cllr Declan Tiernan and accepted by the Parish Council.

2. DECLARATION OF INTERESTS FOR THIS MEETING

Cllr Easter declared a pecuniary interest in agenda item 7.1, land at Great Canfield Cricket Club, as he has an uplift clause on the land associated with the application.

3. PUBLIC FORUM – Nothing to report.

4. The MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 14<sup>th</sup> May 2018, were proposed by Cllr Mackley as a true and correct record, this was seconded by Cllr Barlow with all in agreement; the Chairman signed the minutes.

5. PROGRESS UPDATE

5.1. Cllr Mackley confirmed the village plans for commemorating the 100<sup>th</sup> anniversary of the end of WW1 will include lighting the beacon (7pm) with the cricket club bar opening; an appropriate speech will be given by a resident to mark the occasion.

6. CORRESPONDENCE TO NOTE

6.1. Following information forward by Stop Stansted Expansion, the Parish Council asked District Cllr Artus to raise its concerns at the Uttlesford Cabinet meeting with the proposed relaxation of UDC policy towards the expansion of Stansted Airport (SP11) in the final Draft (regulation 19) Local Plan.

6.2. A resident has asked if the Parish Council to consider re-painting the village sign, the Clerk was asked to obtain a quote for the work.

6.3. The Clerk was asked to resource larger duck warning signs.

7. PLANNING

7.1. Applications

*Cllr Easter took no part in the discussion or vote.*

Application No	UTT/18/1282/FUL
Development	Demolition of existing vacant cricket pavilion and erection of two-bedroom dwelling with associated parking and landscaping
Location	Great Canfield Cricket Club

The existing pavilion is derelict and the Parish Council is of the view that replacing the building with a small dwelling would be an improvement. Cllr Barlow proposed no comment on this application, this was seconded by Cllr Jewell with all in agreement.

Signed  
 Robert Mackley (Chairman Parish Council)

Application No	UTT/18/1516/OP
Development	Outline application with all matters reserved except for access for the demolition of existing outbuildings and the erection of 5 no. dwellings
Location	Land at Sandhurst, Great Canfield Road

A lengthy discussion took place in relation to this application. In conclusion Cllr Barlow proposed that the Parish Council objects to this application as there is insufficient information supplied to fully assess the highway impact, including visibility splays and sight lines, insufficient information to explain why the development at this site needs to take place and no information to support the sustainability of the site proposed. In addition, the layout proposed would introduce an urban design which would impact the rural character of Canfield Road. This was seconded by Cllr Mackley with all in agreement. As the application is for 5 dwellings it is automatically called in to the Planning Committee for decision.

## 7.2. Decisions

Application	UTT/17/2431/OP
Development	Outline application with all matters reserved for a proposed house and garage.
Location	Rear Of Beresford Great Canfield Road
Decision	Conditional Approval

Application No	UTT/18/1005/HHF
Development	Erection of a car port
Location	Barbury Cottage, Marsh Farm Lane
Decision	Conditional Approval

The Planning Committee Meeting in early June refused the application UTT/17/2607/OP for construction of a new Council Depot and employment land for business, general industrial, storage and distribution use on land to the south of B1256 at Little Canfield.

### *1 resident leaves*

7.3. The two enforcement notices issued for Haydens End, Green Street are due to expire on 22<sup>nd</sup> June, to date no action appears to have been taken to ensure the notices are complied with. The Clerk has written to Uttlesford and the Parish Council asked District Cllr Artus for help to ensure the enforcement notices are enforced appropriately given the history of the site, the numerous adverse comments from residents and its prominence in the village scene. Not to take action would demonstrate that inaction on the part of an owner is one way to circumvent Uttlesford procedure.

7.4. Uttlesford is consulting on the draft Uttlesford Local Heritage List which contains a list of ‘non-designated’ structures and other assets which are considered to be locally significant to the character of the area. This list differs to ‘designated’ assets which are those protected by specific legislation, e.g. because they have listed status or sites of special interest. Items which are non-designated have material consideration in Planning. Currently only one asset, Rodingbourne is included in Uttlesford’s list; the Parish Council confirmed the details of this listing are correct and no response will be made to the consultation.

The Parish Council did consider a number of assets which are important to the character of Great Canfield and are not currently included in the current list. The Clerk was asked to prepare a draft application for the village hall and School Cottage and Cllrs were asked to consider whether any additional assets should be put forward, the closing date for the next round of assets to be considered is November 2018.

## 8. GENERAL DATA PROTECTION REGULATIONS (GDPR)

Cllr Barlow proposed that the Parish Council approves the Great Canfield Data Privacy Notice as circulated by the Clerk. This has been prepared using the guidance issued by the National Association of Local Councils. This was seconded by Cllr Jewell with all in agreement. The Notice is available to view on the Parish Council website.

## 9. GREAT CANFIELD STANDING ORDERS AND FINANCIAL REGULATIONS

As a result of the new GDPR legislation plus other minor changes in relevant legislation, the National Association of Local Councils has issued an updated Standing Orders template for Parish Councils to consider. Cllr Barlow proposed that Great Canfield Parish Council adopts the amended Standing Orders as circulated, this was seconded by Cllr Mackley with all in agreement. Clerk to update and post the amended Standing Orders on the Parish Council website. There are no changes to the Financial Regulations and these remain as previously.

## 10. FLY TIPPING

The Parish Council continues to be frustrated with the number of fly tipping incidents in the village and the impact this has on residents. Cllr Mackley confirmed he is aware from conversations with residents that there are plans to erect signs and put some cameras up in the layby close to Hartwood which is currently a regular fly tipping spot. Cllrs were of the view it would be appropriate to do the same at Bacon End which has twice been the spot for significant fly tipping in recent months. The Clerk was asked to contact Uttlesford.

*District Cllr Artus leaves*

## 11. WINTER SALT BAG PARTNERSHIP SCHEME 2018/19

Cllr Easter proposed that the Parish Council takes part in the Essex County Council Winter Salt Bag Partnership and that new salt is ordered for storage at Griffin Farm, this was seconded by Cllr Mackley with all in agreement.

## 12. REPRESENTATIVES REPORTS

- 12.1. Footpaths, Byways, Bridleways and Greens – Nothing to report.
- 12.2. Highways/Road Safety – The Clerk was asked to contact Essex Highways to ask when the verges would be cut in Great Canfield.
- 12.3. Crime Prevention/Neighbourhood Watch – The Parish Council were made aware of recent shed break-ins.
- 12.4. Tree Warden – Nothing to report

## 13. FINANCE

- 13.1. The following cheques for approval were proposed by Cllr Mackley and seconded by Cllr Jewell with all in agreement.

<b>PAYMENT TO</b>	<b>VALUE</b>
Allison Ward - Parish Clerk May 2018	£180.19
Stop Stansted Expansion – Annual membership	£ 50.00

- 13.2 The internal audit has been completed, the only point to note is two budgeted payments were not included on the list of payments in the April 2017 minutes. Cllr Knight proposed that the Parish Council retrospectively approves Great Canfield Community Trust, £81 for hall hire and £50 refund to a resident for the balance of the Gladman refund, this was seconded by Cllr Mackley with all in agreement.

The notice of elector's rights to view the accounts has been posted on the notice board and the documents required under the new audit procedures have been posted on the Parish Council website.

## 14. ITEMS FOR THE NEXT AGENDA – Nothing in addition.

## 15. DATE OF NEXT MEETING Monday 9<sup>th</sup> July 2018 at Great Canfield Village Hall at 8pm.

TIME AND CLOSE OF MEETING 9.30pm

Signed

Robert Mackley (Chairman Parish Council)