

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held at the village hall on Monday 11th October 2021

Present: Cllrs Ginny Barlow, Chris Easter, Jenny Jewell, Robert Mackley (chair) and the Clerk Allison Ward
 District Cllr Geof Driscoll and District Cllr Neil Reeve
 0 residents

1. **APOLOGIES FOR ABSENCE** were received from Cllr Keir Donald and Cllr Michael Knight due to work commitments, and from Cllr Stuart Hepburn who is on holiday; the apologies were accepted by the meeting.

2. **DECLARATION OF INTERESTS FOR THIS MEETING**

Cllr Chris Easter declared a disclosable pecuniary interest in agenda item 7.1 Griffin Farm as joint owner of the application site.

Cllr Robert Mackley declared a personal interest in agenda item 7.1 Griffin Farm as a tenant of the applicant.

Cllr Easter and Cllr Mackley declared a personal interest in agenda item 11 as members of the village hall committee.

3. **PUBLIC FORUM** – Nothing to report.

4. The **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING** 13 September were proposed by Cllr Mackley as a true and correct record, seconded by Cllr Easter with all in agreement, the minutes were signed by the Chairman.

5. **COUNTY AND DISTRICT CLLRS REPORT**

Apologies were received from County Cllr Susan Barker who had sent a written report to the meeting. County Cllr Barker, the chairman and the Highways Liaison Officer had met in the parish on 7 October to discuss various highway issues which Cllr Barker will follow up on, these included failure in parts of Green Street resurfacing, shallow laying of Gigaclear cabling which prevent ‘grips’ being made, poor surface on Cuckoos Lane beyond Ashfields which has since been reported as a PRoW issue.

The Highways Liaison Officer suggested it may be possible to reduce the 60mph speed limit at Bacon End to 30mph. This should result in Bacon End not being identified as a faster route to the A120 by sat navs. Applications have been unsuccessful in the past, however it was agreed this should be re-submitted given there are now additional properties along this road. The Clerk to resubmit, together with signage requests for single track lane.

District Cllr Driscoll commented that Essex County Council has an extra £200k from Uttlesford to support highway improvements, however they are unable to spend the money due to difficulties in recruiting the resource for design works.

Cllr Jenny Jewell arrives

District Cllr Reeve updated the meeting on Uttlesford’s decision to take no further action on the Stansted Airport appeal for increases in passenger numbers following legal advice.

The local plan work continues and there are no major milestones since the last parish council meeting. Cllr Reeve confirmed Hatfield Broad Oak Parish Council together with four adjoining parish councils were working together to consider the sites identified in the call for sites, Cllr Mackley confirmed he is keeping in touch with the group, however at this stage Great Canfield Parish Council has decided not to formally join.

District Cllr Driscoll confirmed it will not be possible to get a Traffic Regulation Order to stop vehicles turning out of the former Banana depot and through the villages, however he reiterated contracts with tenants will include a clause requiring them not to use this route, any contravening of this and action will be taken.

6. **CLERK’S PROGRESS UPDATE and CORRESPONDENCE**

- 6.1. In response to the request to remove temporary highway signage, ‘Essex Highways recently completed a missing section of Micro Surfacing on Great Canfield Road which was not completed during last year’s scheme due to a water leak, which is why the signage is still up. The Engineer for the surface dressing is going to check all lining and iron works have been completed, then the signs will be removed.’

Signed
 Robert Mackley (Chairman Parish Council)

- 6.2. The parish council is grateful to Andrew Clack who carried out repairs to the bench at Hellmans Cross; purchasing of a new bench is on hold.
- 6.3. The Clerk circulated a press release from Uttlesford which confirms a series of recommendations aimed at improving and giving a new direction to the planning service will be considered at a meeting of Uttlesford in early October, details are on the Uttlesford website. This follows an independent review into the development management service.
- 6.4. Rural Community Council of Essex are carrying out a lengthy survey on village halls, the clerk will submit a response on behalf of Great Canfield.
- 6.5. The clerk has been in conversation with District Cllr Reeve re joining Uttlesford Association of Local Councils, (UALC). Cllr Reeve confirmed UALC are going through re-generation with the intention of being a collective force of parish councils to challenge (and support) the local plan process. Cllr Mackley proposed that the Parish Council joins UALC for 2021/22 at a subscription cost of £5, this was seconded by Cllr Jewell with all in agreement,

7. PLANNING

7.1. Applications for decision

Application No	UTT/21/2793/FUL
Location	Beresford, Great Canfield Road
Development	Proposed erection of 1 no. dwelling and garage - amendments to previously approved scheme under references UTT/20/1221/DFO and UTT/17/2431/OP

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

Application No	UTT/21/2806/HHF
Location	3 The Cottage, Church End
Development	Proposed new vehicular access for disabled use

Cllr Mackley retrospectively proposed that the application is called to planning committee for decision if officers recommend approval due to the site's sensitivity in the conservation area and the impact the proposal would have on the street scene, this was seconded by Cllr Easter with all in agreement.

Cllr Mackley proposed that the parish council objects to this application given the site is in a prominent position in the historic conservation area, removing hedgerow and adding off street parking to the front of this cottage will significantly change the street scene and set a precedent for neighbouring properties. This was seconded by Cllr Easter with all in agreement.

Cllr Easter leaves the meeting.

Application No	UTT/21/2802/FUL
Location	Griffin Farm, Green Street
Development	Proposed conversion of existing agricultural building to 1 no. single storey dwelling with a widened access to be shared with the farmhouse

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

Cllr Easter re-joins the meeting.

Application No	UTT/21/3019/HHF
Location	Rodingbourne, Church End
Development	Rebuilding of the existing coach house, restoring it to its previous structural integrity

Cllr Mackley proposed the parish council comments in support of this application on the understanding the development is completed sensitively and that it will ensure the long-term preservation of the building for ancillary use by the adjoining property Rodingbourne. This view is supported by the statement in the conservation appraisal which notes the buildings are of historic interest and if restored would make a positive contribution to the conservation area. This was seconded by Cllr Barlow with all in agreement.

7.2. Decisions for information

Application No	UTT/21/2259/HHF
Location	Rodingbourne, Church End
Development	Rebuilding of the existing coach house, restoring it to its previous structural integrity
Decision	Refused

Application No	UTT/21/2062/FUL
Location	The Apple Store, Bacon End
Development	Section 73A Retrospective application for the erection of 1 no. detached dwelling (amended scheme to that approved under planning permission UTT/19/1702/FUL)
Decision	Conditional Approval

Application No	UTT/21/1595/FUL
Location	(Adjacent to) Canfield Nursery, Bullocks Lane
Development	Erection of 2 no. detached four-bedroom dwellings and associated detached garages
Decision	Conditional Approval

- 7.3. A meeting with District Cllrs took place in September to enable Parish Cllrs to share their experiences and concerns with the planning process and decisions relating to Great Canfield. Since that meeting Uttlesford has made a decision to allow two new homes on land adjacent to Canfield Nursery, UTT/21/1595/FUL this is despite a recent decision from the planning inspector that a site closer to amenities on Canfield Road was unsustainable, the Parish Council is disappointed with Uttlesford's decision which in its view did not consider all the information provided.

The Clerk was asked to write to the Uttlesford expressing the parish council's frustration with the current planning process and siting its recent experience with inconsistent decisions and officers and members not fully considering the material available to them.

8. LOCAL PLAN

Uttlesford has commissioned a baseline assessment of Culture, Creativity, and the Arts to inform the Local Plan which is open to residents, groups, and parish councils to respond to by 30 November. The Clerk circulated a draft response which after some minor amendments Cllrs agreed to submit.

9. HIGHWAYS, FOOTPATHS, TREES, CRIME

- 9.1. Cllr Mackley reported that it is hoped ditch clearance at Church End to help reduce highway flooding will take place before the end of October, this is pending availability of resource.
- 9.2. Cllrs agreed no further action re the tree adjacent to the cricket pitch.
- 9.3. Cllr Jewell confirmed no costing for downgrading byways has been supplied by County Cllr Barker, the clerk confirmed she had not been able to obtain figures.
- 9.4. Proposal to consider planting trees on Bullocks Lane will be carried forward to next meeting, (Cllr Donald and Cllr Jewell).
- 9.5. The Highway Liaison Officer confirmed there is a 'T' junction sign at Bullocks Lane, Parish Council confirmed this is in place, however, is only visible when accessing from Green Street and not B1256 where the majority of traffic arrives from; c/fwd for future consideration as a Local Highways application.

10. VILLAGE MAINTENANCE JOBS

- 10.1. The notice board at Hope End has collapsed and still requires collecting, Cllr Mackley to arrange.
- 10.2. A village litter pick is planned for the weekend of 30/31 October and Cllrs agreed to follow the same format as previously with residents pre-registering and areas being assigned to ensure the whole village can be covered. Cllr Mackley will be the lead for this event. The Clerk to issue risk assessment and assign routes, and to purchase additional litter pickers, provide bags and arrange collection of rubbish.

Cllr Barlow leaves the meeting

Signed
Robert Mackley (Chairman Parish Council)

11. VILLAGE HALL REPORT

11.1. As proposed by the village hall committee, Cllr Mackley proposed the covid conditions which currently form part of the hiring agreement are issued as separate guidance to hirers. This was seconded by Cllr Jewell with all in agreement.

Cllr Mackley reported there is a damp issue on the internal wall between the hall and cottage, this was something identified in the survey for the lease and has now been accepted by the church who are responsible and considering options.

11.2. To approve village hall payments for the month of September 2021 as set out below

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent September 2021	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity September 2021	Direct Debit	£ 68.32
Team2Clean – September 2021	Cheque	£ 72.00
Anglia Fire Protection – annual fire extinguisher testing inc VAT	Cheque	£ 87.60
Great Canfield PCC – annual water rates	Cheque	£ 89.08
Fury Fireworks Ltd – see agenda item 11.4.3	Cheque	£ 1,581.85

11.3. The following hire receipts were received in September 2021 – private hire £25.

11.4. The meeting considered the firework event planned for Saturday 6 November; this will follow the format from previous years with an estimated attendance of c.250. Cllr Mackley will be the event lead.

11.4.1. Cllr Mackley will chase Cllr Barlow for copies of the risk assessment which will be sent to the clerk for review before being circulated to the Parish Council for approval via email.

11.4.2. The Clerk will confirm any additional requirements with the insurance company and update the parish council.

Cllr Mackley declared a personal interest as a trustee of the Canfield Community Trust

11.4.3. Cllr Easter confirmed he had purchased the fireworks at a cost of £1,581.85. Cllr Mackley proposed that Canfield Community Trust be approached for a grant to cover the cost of the fireworks, this was seconded by Cllr Jewell with all in agreement.

11.4.4. District Cllr Driscoll asked whether additional local authority licenses were required to hold a fireworks event, Cllr Driscoll to confirm and advise the parish council.

12. FINANCE

12.1. Cllr Mackley proposed the following cheques for approval, this was seconded by Cllr Jewell with all in agreement.

PAYMENT TO	VALUE
Uttlesford Association of Local Councils – Annual subscription	£ 5.00
Allison Ward – Parish Clerk salary September 2021	£ 181.04
Tradeteam Service UK Ltd – Removing and reinstalling village sign (inc VAT)	£ 240.00

12.2 The precept for the second half of the year, £3,750 has been received.

12.3 The Clerk presented the quarterly accounts for the period April to September 2021 including an updated full year estimate. The current cash balance as of September 2021 is £74,879 of which £18,371 is in general funds, £13,980 village hall funds and £42,528 the easement fund. There were no questions or concerns, and the reports were accepted by the Parish Council.

13. **ITEMS FOR THE NEXT AGENDA** – Nothing in addition.

14. **DATE OF NEXT MEETING** is Monday 8th November 2021 at 8pm in the village hall.

TIME AND CLOSE OF MEETING 9.25pm

Signed
Robert Mackley (Chairman Parish Council)