

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held via Zoom on Monday 12th April 2021

Present: Cllrs Ginny Barlow, Kier Donald, Stuart Hepburn, Jenny Jewell, Michael Knight, Robert Mackley (chair) and the Clerk Allison Ward

District Cllr Geof Driscoll and District Cllr Neil Reeve

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Cllr Mackley opened the meeting with the following statement. The parish of Great Canfield Parish joins the nation in mourning the death of His Royal Highness Prince Philip, The Duke of Edinburgh who died on 9 April 2021. The Parish Council extends its heartfelt condolences to Her Majesty The Queen and members of the Royal Family at this sad time. We remember with gratitude the lifetime of service which His Royal Highness devoted to Her Majesty, to our Nation and to the Commonwealth. The Clerk was asked to send condolences on to Her Majesty on behalf of the community of Great Canfield.

1. APOLOGIES FOR ABSENCE – Cllr Easter sent apologies to the meeting due to work commitments, this was accepted by the Parish Council.

2. DECLARATION OF INTERESTS FOR THIS MEETING

Cllr Mackley declared a personal interest in agenda item 10 as a member of the village hall committee.

3. PUBLIC FORUM – Nothing to report.

4. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 8 March 2021 were proposed by Cllr Mackley as a true and correct record, this was seconded by Cllr Donald with all in agreement – as this was a virtual meeting the minutes will be signed by the chairman at a later date.

5. COUNTY AND DISTRICT CLLRS REPORT

Due to connectivity issues caused by a fault on the County Broadband network the Clerk was connecting by phone and unable to admit County Cllr Barker to the meeting. District Cllr Neil Reeve had temporarily dropped out of the meeting for the same reason, District Cllr Geof Driscoll gave a brief update on district matters reminding the meeting that the closing date for comments on the first stages of the Local Plan and Call for Sites is 21 April. The meeting was reminded of the need to continue to follow government Covid guidance.

6. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

6.1. Although not one of the serial numbers listed as effected, Ashfields have checked the Parish Council defib and confirmed the small silver magnet is in place in the lid catch.

6.2. Following concerns from residents, the Clerk has reported the overflowing sewage plant at Ashfields to the environment agency due the impact on the River Roding. Since reporting the resident responsible for the unit has been in contact to confirm they are aware of the problems and working to resolve them.

6.3. A successful spring litter pick took place on the weekend of 27/28 March and thanks to the support from residents all areas of the parish were covered.

6.4. Road closures for Gigaclear works continue into April with Green Street closed and works taking place on some of the minor roads.

6.5. Tender for maintenance, outstanding Clerk to action.

Signed
 Robert Mackley (Chairman Parish Council)

6.6. Uttlesford has confirmed trees are available for woodland planting on Parish Council owned land. The Parish Council noted this and confirmed there is no suitable area to take advantage of the offer.

6.7. SSE Town and Parish Council Liaison meeting is due to take place on 21 April; the meeting noted the invite however no Cllrs are available Clerk will circulate the minutes of the meeting.

7. PLANNING

7.1. Applications for decision

Application No	UTT/21/0179/FUL & UTT/21/0180/LB
Location	Grooms Cottage, Ashfields Farm
Development	Extension to form garage, alteration to facade, conversion of existing garage and gym to residential accommodation and incorporation into Grooms Cottage, formation of basement

Uttlesford is re-consulting on this application following submission of additional plans. The meeting discussed their concerns with the over-development of the site and their understanding of what current planning applications remain undeveloped for both Grooms Cottage and Ashfields Farm. Cllrs were particularly concerned with the over-loading of the current sewage system for this site and surrounding properties, although recognise this is not a reason to object in planning. In conclusion Cllr Donald proposed the Parish Council objects to this application due to overdevelopment of the site and the impact on the listed building leading to loss of character, a comment on the sewage system to be included. This was seconded by Cllr Barlow with all in agreement.

Application No	UTT/21/0947/HHF & UTT/21/0948/LB
Location	Pulleyns, Green Street
Development	Erection of a single storey rear extension

Cllr Mackley proposed the Parish Council has no comment on this application, this was seconded by Cllr Barlow with all in agreement.

Application No	UTT/21/1011/HHF
Location	Silverthorn, Canfield Drive
Development	First floor extension to detached annexe

Cllr Barlow proposed a comment on this application, stating no statement has been provided to explain or support the need. UTT/2480/11/FUL gave permission to convert the garage into an annexe. The Parish Council is concerned that the first-floor addition will mean this is no longer an annexe and instead is a separate property that has the potential to be separated from the host dwelling, albeit this would require further planning permission. This was seconded by Cllr Knight with all in agreement.

7.2. Decisions

Application No	UTT/21/0443/AG
Location	Bury Farm, Church End
Development	Prior notification of proposed agricultural building for storage of farm machinery and straw
Decision	Approved

Application No	UTT/21/0314/HHF
Location	3 The Cottage, Church End
Development	Proposed new vehicular access for disabled use
Decision	Refused

7.3. Local Plan Update – Cllr Barlow attended the second Local Plan Town and Parish Workshop and proposed that the Parish Council responds in general to the current consultation to confirm that there are parts of the previous draft Local Plan that remain relevant including the designation of Great Canfield as a ‘type B’ village, i.e., one not suitable for development. The Parish Council to include in its response the evidence from recent planning appeals that support the need to protect the local landscape and character, and to include issues with localised

Signed
Robert Mackley (Chairman Parish Council)

flooding and the contribution already made by Great Canfield in supporting new housing. This was seconded by Cllr Jewell with all in agreement. Cllr Barlow to respond.

Cllr Barlow went on to propose a response to the Call for Sites in which the Parish Council sets out the importance of the Flitch Way as a natural border between the urban development to the north and open countryside to the south. The response to note the need for a green space buffer immediately south of the Flitch Way to ensure this separation with a proposal that the 'Gladman' and 'Takeley Village Development' sites on either side of Canfield Road that have previously been dismissed at appeal, are to be specially protected against development in the new Local Plan. This was seconded by Cllr Jewell with all in agreement. Clerk to respond.

- 7.4. Takeley Parish Council had contacted the Parish Council asking that they consider exploring a joint neighbourhood plan with adjoining Parish Councils to the north including Takeley, Broxted and possibly Little Canfield. The meeting was concerned that throughout recent appeals it had stressed that Hope End was not part of Takeley and its landscape, character and setting very different to the urbanisation which has expanded in Takeley and Little Canfield during the last 10+ years. The meeting felt that developing local policy with these parishes would not be appropriate for Great Canfield when the Parish Council continues to focus on protecting the countryside south of the Flitch Way from urbanisation. The meeting felt it more suitable to consider joining with the rural parishes to the south where more common policies could be developed in order to protect this wider area in the next 5-10 years. Clerk to respond to Takeley Parish Council.
- 7.5. The meeting considered concerns with the discharge into the ditches around Crumps Farm. Some years ago, the Environment Agency confirmed they had concerns with the northern part of the site as the leachate level in the landfill was high and needed action. At that point it was agreed a solution would be implemented when the processing plant was built, however that has not happened. Cllrs are concerned with pollution getting into the River Roding. Cllr Knight and Cllr Jewell will obtain samples for analysis before progressing the concerns.
- 7.6. Essex County Council is consulting on proposed amendments to the Minerals Local Plan 2014. The Parish Council considered the proposals which do not change the preferred sites within Great and Little Canfield or directly impact them. The Parish Council decided not to respond to the consultation.

8. LOST FOOTPATHS PROJECT

Cllr Barlow raised the right-to-roam legislation which requires all pre-1949 footpaths to be recorded on the definitive map by 2026 in order to carry public rights, the map produced by the rambler's association to assist with this work highlight several possible 'lost' footpaths in Great Canfield. Cllrs confirmed there are one or two that are worth considering, The Clerk and Cllrs to check historic records and books and talk to local residents before discussing further.

9. HIGHWAYS, FOOTPATHS, TREES, CRIME

- 9.1 Cllrs considered a request from a resident to re-instate the verge along Bullocks Lane/Canfield Road and to introduce a deterrent to stop parking on the verge. In conclusion it was agreed a bollard would not be possible given the Essex Highway regulations, however planting a tree in the location could provide a solution. Clerk to respond to resident with the suggestion.
- 9.2 Flooding and ditch work along the Lower Road to Church, carried forward to next meeting pending further discussions.

10. VILLAGE HALL REPORT

- 10.1 Due to current restrictions the hall has not been used during March 2021. Step 2 of the government's roadmap allows support groups, toddler groups and children's activities to resumes and it is anticipated some users will return from 12 April.

10.2 Cllr Mackley proposed that the Parish Council accepts the amended special conditions of hire and risk assessment for re-opening which had been circulated in advance of the meeting. This was seconded by Cllr Jewell with all in agreement.

10.3 Cllr Mackley proposed that the following village hall payments for April 2021 were acceptable, this was seconded by Cllr Barlow with all in agreement.

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent (March 2021)	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 68.32

10.4 The following receipts were received in March 2021, this was in addition to the Uttlesford Covid grant reported previously.

RECEIPT FROM	METHOD	VALUE
Canfield Community Trust – Grant for the noticeboard agreed prior to the Parish Council taking over the lease	Direct Debit	£ 470.00

11. FINANCE

11.1 Cllr Knight proposed that the following cheques are approved for payment this was seconded by Cllr Mackley with all in agreement.

PAYMENT TO	VALUE
Allison Ward – Parish Clerk salary March 2021	£ 187.81
Essex Association of Local Councils – Annual subscription	£ 155.56

11.2 A draft set of accounts had been circulated prior to the meeting; Cllrs were asked to raise any questions with the Clerk. For the year ending March 2021 the Parish Council has exceeded the £25k threshold for exemption from external audit due to the village hall grants and will therefore be required to submit its accounts to both the internal and external auditor for review.

12. ITEMS FOR THE NEXT AGENDA – Annual Village Meeting and Annual Parish Council Meeting.

13. DATE OF NEXT MEETING is re-scheduled for Wednesday 5th May 2021 at 8pm via Zoom this will be the Annual Village Meeting followed by the Annual Parish Council meeting. If virtual meetings are permitted beyond 7th May the meeting will revert to the planned date of Monday 10th May at 8pm.

TIME AND CLOSE OF MEETING 9.20pm