

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held at the village hall on Monday 12th July 2021

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

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1. APOLOGIES FOR ABSENCE – None.

2. DECLARATION OF INTERESTS FOR THIS MEETING

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

3. PUBLIC FORUM – Nothing to report.

4. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 14 June 2021 were proposed by Cllr Mackley as a true and correct record, seconded by Cllr Barlow with all in agreement, the minutes were signed by the Chairman.

5. COUNTY AND DISTRICT CLLRS REPORT

County Cllr Susan Barker (due to local flooding), District Cllr Geof Driscoll (holiday) and District Cllr Neil Reeve (District meeting commitment) sent apologies to the meeting.

6. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

6.1. The battery and pads on the defib are due to expire in August, the Clerk has placed an order for replacements at a cost of £245+vat.

6.2. Following confirmation of the internal audit the Annual Governance and Accountability Return has been forwarded to the External Auditors. All documentation is available on the Parish Council section of the village website including notice of public rights setting out the process and timeframe (16 June-27 July 2021) whereby electors can review the accounts and submit any comments or objections to the auditors.

6.3. The Clerk had received an email from Cllr Donald asking to update the meeting on a pending planning application relating to the dilapidated coach house which is adjacent to the churchyard. Cllr Donald declared a pecuniary interest in the application as joint owner of the site which is held on a separate title deed to the adjoining property Rodingbourne where he is also the joint owner. The chairman invited Cllr Donald to update the meeting on the proposed plans.

The coach house has been in a poor state of repair for many years and has recently come into the ownership of Cllr Donald. Following advice, the site which is adjacent to a public footpath, has been cordoned off for the safety of members of the public as parts of it are dangerous and falling. The intention is to repair and restore the building to its original form on the same footprint and to use it as ancillary to the property Rodingbourne. The village conservation appraisal produced by Uttlesford makes specific reference to this site, and notes the buildings are of historic interest and if restored would make a positive contribution to the Conservation Area. Cllr Barlow asked how the public footpath works around the site and Cllr Donald confirmed the current route is not as per the definitive map although follows historic routes, at a future stage consideration could be given to a minor diversion to regulate this. Cllr Donald noted the application is likely to come up for consideration outside of scheduled parish council meetings and asked the meeting for its support for his plans. Cllrs were supportive in principle and 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.

Signed
 Robert Mackley (Chairman Parish Council)

7. PLANNING

7.1. Applications for decision

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)

Cllr Mackley proposal no comment on the application other than to note that to manage surface water flooding the ponds at the front of the site should be retained and maintained. This was seconded by Cllr Barlow with all in agreement.

Application No	UTT/21/1766/FUL
Location	Hartwood Depot, Green Street
Development	Application for the change of use of buildings to B8 storage and to replace existing buildings to form a small employment site.

Cllr Easter proposed that the Parish Council supports this application, this was seconded by Cllr Knight with all in agreement.

The following application is subject to re-consultation following a revised location and site plan.

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

The Parish Council noted the revisions were in response to its comments and now show the correct boundary lines. Cllrs were of the view no changes were required to its previous objection as a result of these changes. Cllr Jewell proposed that the Parish Council asks Cllr Driscoll to call in the application for decision by the planning committee if the officers recommend approval due to the impact of development on this green field site and given the design of the proposed dwellings. This was seconded by Cllr Barlow with all in agreement.

7.2. Decisions

UTT/21/0507/FUL, Replacement of existing 4 no. static homes with 4 no. detached houses with associated access and parking. Change of use of disused land to 1 travellers plot, was considered by the Planning Committee on 8 July and was deferred for a site visit.

7.3 A notice was received confirming a householder appeal against Uttlesford's refusal of application UTT/21/0314/HHF, 3 The Cottage, Church End 'Proposed new vehicular access for disabled use.' The appeal was dismissed.

7.4 Great Dunmow Town Council had written asking the Parish Council to support a joint letter of objection to the proposal for 1,200 homes on the Landsec site. The proposed letter is from neighbouring Parish Councils and specifically raises concerns with the impact on highways and services that a development of this scale would have. Cllr Mackley proposed the Parish Council adds its support and passes on its thanks to Great Dunmow Town Council for coordinating, this was seconded by Cllr Barlow with all in agreement. Clerk to respond.

8. HIGHWAYS, FOOTPATHS, TREES, CRIME

8.1. A resident sent a letter which was circulated to the Parish Council setting out their concerns with the inappropriate use and damage to byway 11. This will be added to the evidence forwarded to Kemi Badenoch asking for assisting re the legislation to downgrade byways.

8.2. County Cllr Barker confirmed the legal process for downgrading byways which is as previously understood by the Parish Council. This is a costly process which must be met by the landowner and very unlikely to succeed due to the right of objection from other users. The Clerk to investigate the cost.

- 8.3. Cllr Barker confirmed the Definitive Map and Records team at Essex Highways have now asked satnav companies to remove the route (byway 3) from their route lists. Cllrs were pleased that this action has been taken and were of the view it was now active.
- 8.4. Cllrs agreed not to pursue an ancient lane at Hartwood.
- 8.5. The Clerk was asked to thank a resident who is undertaking a survey of PRoW in Great Canfield on behalf of the Essex Ramblers, the Parish Council has asked for any findings to be forwarded.
- 8.6. Essex Highways confirmed there is a scheme validated for a surface treatment (hand lay microsurfacing) at Fitzjohns Lane, however this is not in this financial year and no date can be confirmed. The Clerk was asked to respond further to see if this could be brought forward.
- 8.7. Cllr Hepburn noted a dead tree on cricket pitch which needs to be taken down. Cllr Knight agreed to inspect and report back on the necessary action at the September meeting.

9. VILLAGE HISTORY ARCHIVE (c/fwd from June meeting)

A resident contacted the Parish Council with historic copies of Canfield newsletters from the 1970s onwards. A group of residents have come together to look at establishing a digital archive. Cllrs are fully supportive of the project and Cllr Mackley has advised the group that a grant would be considered by the Parish Council if required.

10. QUEENS PLATINUM JUBILEE CELEBRATIONS

There will be an extended bank holiday from Thursday 2nd to Sunday 5th June 2022 which will provide an opportunity for communities and people to come together to celebrate the historic milestone.

Thursday 2nd June - Beacons to be lit at 9.15pm. The Parish Council agreed to take part in this event and the Clerk was asked to register.

Sunday 4th June – The Big Lunch. People are invited to share friendship, food, and fun with neighbours as part of the Platinum Jubilee celebrations. Cllr Mackley agreed to raise this with the cricket club and village hall committee.

11. VILLAGE HALL REPORT

11.1. The following payments were approved for the month of June 2021

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 68.32
Team2Clean – June 2021	Cheque	£ 108.00

11.2. A single receipt of £150 for hall usage was received during June 2021.

11.3. The Parochial Church Council have confirmed the velux window in the lobby will be replaced, whilst this is being made a temporary repair will be provided.

11.4. Cllr Mackley outlined a Griffin Inn Night being organised by the Village Hall Committee on Friday 13 August; this will be a nonprofit making event aimed at bringing the community together. An open marquee will be placed in the car park which will help to ensure the event is Covid secure rather than limiting residents to the enclosed space in the village hall. The Parish Council were fully supportive of the event and endorsed the proposal. Cllr Mackley went on to confirm a plan to hold the village firework night on Saturday 7 November at the cricket pitch and that fireworks would be purchased now whilst prices were low, again, and subject to a full risk assessment and any requirements of the Parish Council insurance, the Parish Council were fully supportive of the event.

Cllr Hepburn leaves the meeting.

12. FINANCE

12.1. The Clerk presented the quarterly accounts for the period April to June 2021 including an updated full year estimate. The current cash balance as of June 2021 is £72,780 of which £15,475 is in general funds, £14,777 village hall funds and £42,528 the easement fund. There were no questions or concerns, and the reports were accepted by the Parish Council.

12.2. Cllr Mackley proposed the following payments are made; this was seconded by Cllr Easter with all in agreement

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward – Parish Clerk salary June 2021	£ 187.81
Rural Community Council of Essex – Annual subscription	£ 52.80

12.3. Despite three attempts it has not been possible to successfully open an account with Cambridge Building Society. The last failed cheque was not returned, and the Clerk put a stop on this cheque given its value, there was a bank charge of £12.50 for this action. The Clerk was asked to look at other options to move the easement fund to an interest-bearing account.

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

14. **DATE OF NEXT MEETING** is Monday 13th September 2021 at 8pm in the village hall.

TIME AND CLOSE OF MEETING 9.30pm