

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 12<sup>th</sup> September 2016

Present: Cllrs Ginny Barlow, Stuart Hepburn, Jenny Jewell, Michael Knight, Robert Mackley (Chairman), Declan Tiernan and the Clerk Allison Ward

0 members of the public

1. APOLOGIES FOR ABSENCE were received from Cllr Chris Easter and Cllr Stuart Hepburn and accepted by the Parish Council.
2. DECLARATION OF INTERESTS FOR THIS MEETING – Cllr Ginny Barlow and Cllr Robert Mackley declared a non pecuniary interest in agenda item 12.4 as committee members of Canfield Community Trust
3. PUBLIC FORUM - None
4. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 11<sup>th</sup> July 2016, were proposed by Cllr Tiernan as a true and correct record, this was seconded by Cllr Knight with all in favour; the Chairman signed the minutes.
5. DISTRICT AND COUNTY COUNCILLORS REPORT – None received.
6. PROGRESS UPDATE – Nothing to report
7. CORRESPONDENCE TO NOTE

7.1. The hearing into the soundness and legality of the Essex County Council and Southend-on-Sea Replacement Waste Local Plan begins in late September, with the hearing relating to the sites effecting Great Canfield (Little Bullocks Farm and Crumps Farm) taking place on Thursday 29<sup>th</sup> September. Cllr Mackley asked the Clerk to pass on a note of thanks to the Minerals Advisory Committee for their continued commitment in representing the Parish Council and residents of Great Canfield.

7.2. The Parish Council fully supported the resident who had expressed an interest in becoming a neighbourhood watch coordinator for the village and offered to help wherever necessary; the Clerk was asked to write to the resident.

8. PLANNING

8.1. Applications

Application No	UTT/16/2427/HHF and UTT/16/2428/LB
Development	Conversion of existing granary and adjacent cart lodge to a combined holiday let including glazed link extension. Listed building application includes new windows and doors and associated internal alterations.
Location	Bury Farm, Church End

The Parish Council considered this application and noted that it involved the restoration of a listed building which would safeguard its future and bring it back into use. Cllr Barlow proposed that the Parish Council makes no comment on this application, this was seconded by Cllr Mackley with all in favour.

8.2. Applications for information only

Application No	UTT/16/1999/PAP3Q
Development	Prior Notification of change of use of agricultural building to 1 no. dwelling
Location	Barn At Fanns Farm Great Canfield Road
Decision	Prior Approval Refused

Signed  
 Robert Mackley (Chairman Parish Council)

This is an application under Town and Country Planning (General Permitted Development) Order 2015 Schedule 2, Part 3, Class Q – Conversion of agricultural building to a dwelling; the application is not open to general comments. It has been refused as prior notification and a full planning application is required.

### 8.3. Decisions

Application No	UTT/16/1748/HHF and UTT/16/1749/LB
Development	Demolition of outbuilding and part of adjoining garden wall. Alterations to existing garden wall. Replacement of plastic downpipe with metal downpipe. Erection of single storey side extension and associated internal alterations
Location	Green Easter, Cuckoos Lane
Decision	Withdrawn
Application No	UTT/15/3005/FUL
Development	Demolition of existing residential property and garage and erection of new residential property with double garage and new driveway.
Location	Three Trees Canfield Nursery Bullocks Lane
Decision	Conditional Approval

8.4 Enforcement – Uttlesford has sent notification of an enquiry at South Barn, Bacon End, ‘Building works being carried out in grounds of listed building which may require consent. Sat dish attached to building’ and at North Barn, Bacon End ‘Satellite dish on listed building’.

## 9. QUIET LANES

Uttlesford Scrutiny Committee has recently reviewed Quiet Lanes and has asked Parish Councils to notify them if they have an interest in Quiet Lanes. The Clerk responded on behalf of the Parish Council confirming their interest. Cllr Jewell proposed that the Parish Council retrospectively approves the confirmation of interest, this was seconded by Cllr Tiernan with all in favour.

Quiet Lanes are designated minor rural roads, typically C or unclassified routes intended to pay special attention to the needs of walkers, cyclists, horse riders and the mobility impaired. They are designed to enable users to enjoy country lanes in greater safety and encourage car drivers to respect more vulnerable road users. Quiet Lanes work best when they are part of a network of designated lanes which can link local residents to, for example, the local shop or school, and connect lanes around a village centre or to a nearby village. Cllr Mackley outlined the proposed route identified previously when Quiet Lanes were being considered, High Cross Lane from the Fritch Way, Bacon End. Green Street, Canfield Road, Hope End and Bullocks Lane back up to the Fritch Way. Cllr Barlow proposed that the Parish Council submits a request for Quiet Lanes as suggested by Cllr Mackley to the Uttlesford Highways Panel. This was seconded by Cllr Tiernan with all in favour.

## 10. ESSEX FLOOD ASSESSMENT PROJECT

Essex County Council in partnership with local Parish Councils (utilising local knowledge) and others are carrying out a project to map ordinary watercourses which may have been overlooked on Ordnance Survey maps or development plans. The overall aim of this project is to build knowledge of ordinary watercourses in Essex. A meeting to introduce this project will take place on 6<sup>th</sup> October at North Weald airfield starting at 10.30am. It was agreed the Clerk will attend and feedback to the Parish Council for further consideration.

## 11. REPRESENTATIVES REPORTS

- 11.1. Footpaths, Byways, Bridleways and Greens - Nothing to report
- 11.2. Highways/Road Safety

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11.2.1. The Parish Council discussed and were supportive of the request from residents to consider signage on the approaches to Peckers warning drivers of the ducks and ducklings on the ponds. If signage is required on the Highway verge this would require an application to the Uttlesford Highways panel for consideration. As an alternative the Parish Council agreed to look at the land registry documents to establish if signage could be placed on the Parish Council owned land; Clerk and Cllr Hepburn to consider.

11.2.2. The Parish Council discussed the request from a resident to consider cautionary signage for traffic at the Hellmans Cross junction due to the crossing traffic. The Parish Council considered this was not appropriate and did not feel they could support an application to Uttlesford Highways Panel; the Parish Council considered that the introduction of Quiet Lanes as discussed in agenda item 10 would help resolve the concerns; Clerk to respond to resident.

11.2.3. The Clerk has been in communication with a resident re the overhanging vegetation along Canfield Road adjacent to the Flich Way. This has been reported to Highways previously by the resident, however Highways are unable to locate the logs; the Clerk has logged (reference 2484937) and will await confirmation of the action decided before progressing further if required. The Clerk has also contacted the Friends of Flich Way for advice.

11.2.4. The Uttlesford Highway Rangers have painted the white finger post at Bacon End.

11.2.5. The Clerk was asked to chase Highways or re-report if necessary pot holes just before Cuckoos Lane and the blocked culvert at Green Easter.

11.2.6. Other items for the Clerk to progress are weight limit sign High Cross Lane, no through road signage Bullocks Lane, general state of Highway and resurfacing, re-surfacing of village roads.

11.3. Crime Prevention/Neighbourhood Watch – Nothing to report

11.4. Tree Warden

11.4.1. A lengthy discussion took place on the obstruction caused in particular to farm vehicles as a result of overhanging trees and vegetation throughout the village. It was agreed the Clerk, in consultation with Cllr Knight will draft a letter to be sent to landowners causing obstructions.

11.4.2. The Clerk was asked to contact Takeley Parish Council for help on requesting the landowner cuts back the hedge at the junction of the B1256 and Canfield Road; this is a safety issue when approaching from Dunmow.

11.4.3. The Clerk continues to chase Essex County Council for an update on the progress with determining ownership of the dead tree at Hellmans Cross.

## 12. FINANCE

12.1. Cheques for Approval

<b><i>PAYMENT TO</i></b>	<b><i>VALUE</i></b>
Allison Ward - Parish Clerk July and August 2016	£336.97
Aldbury's Farm Contracting – Grounds Maintenance	£450.00

12.2 The Parish Council noted the suggestion from the External Auditors that they would be raising an 'other matter' in the audit report stating that 'The smaller authority has not provided an adequate explanation for their 'high' reserves as the council has yet to earmark any funds.' This is because Parish Councils have 'no legal powers to hold revenue reserves other than those for reasonable working capital needs or for specifically earmarked purposes. Earmarked reserves, which are set aside for specific purposes and for savings for future

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projects, should be realistic and approved by the council. However, the amount of general reserve should annually be risk assessed and approved by the council.'

12.3 Gladman Funds – The Clerk confirmed £1,548 of funds remain to be settled. To date of residents who made a payment; £878 is confirmed to be returned, £410 is not required to be returned and residents have asked that this be used for a future 'fighting fund', £50 has been asked to be donated to the Community Trust, £125 pledged has not been paid and a further £85 is outstanding a response from residents. Clerk to continue to complete the return exercise.

12.4 A request has been received asking the Parish Council to make a donation to Canfield Community Trust towards the village Firework Display. Cllr Jewell proposed that the Parish Council makes a donation of £100 to Canfield Community Trust, this was seconded by Cllr Tiernan with all in favour.

12.5 Work to open a new savings account is outstanding.

### 13. ITEMS FOR THE NEXT AGENDA

13.1. Stansted Airport – Noise from overheard aircraft.

14. DATE OF NEXT MEETING Monday 10<sup>th</sup> October 2016.

TIME AND CLOSE OF MEETING 9.10pm

**Allison Ward**  
**Parish Clerk 01245 231798**

Signed  
Robert Mackley (Chairman Parish Council)