

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in the Church Hall Monday 13<sup>th</sup> January 2014

Present: Cllr Jon Sams (Chairman)  
 Cllrs Virgina Barlow, Chris Easter, Henry Green, Catriona Kellerman, Robert Mackley and  
 the Clerk Allison Ward

0 Members of the Public

1. APOLOGIES FOR ABSENCE were received by Cllr Keir Donald and accepted by the Parish Council.
2. DECLARATIONS OF INTERESTS FOR THIS MEETING - None
3. PUBLIC FORUM – None
4. MINUTES OF THE PARISH COUNCIL MEETING 9<sup>th</sup> December 2013 were approved and signed by Cllr Sams as a true record.
5. DISTRICT AND COUNTY COUNCILLORS REPORT - None
6. PROGRESS UPDATE – *Clerk*
  - 6.1. A response is pending from Essex Association of Local Councils on the status of the Jubilee Book.
7. CORRESPONDENCE TO NOTE
  - 7.1. An Emergency Planning meeting will take place on Wednesday 19<sup>th</sup> February 7pm to 9pm at Uttlesford District Council offices to discuss issues arising where there is loss of power and communications and how the Parish and District Councils can work together. All Cllrs are welcome to attend.
  - 7.2. Clerk to thank the resident who has been pushing the BTS Group to remove the decayed BT poles along Green Street. Based on the latest correspondence it was agreed the Parish Council would take no action at this stage, to agenda for April 2014 meeting if no action.
  - 7.3. Uttlesford Parish and Town Council Planning Liaison meeting on Monday 20<sup>th</sup> January starting at 7.30pm. Cllrs Donald and Sams provisionally available. Clerk to produce a short summary of the recent planning issues.
  - 7.4. Cllr Kellerman attended the SSE meeting on the Airport Commissions interim report and reported to the Parish Council. Key points suggest the efforts need to continue as the Government could throw out the plan, Manchester Airport Group is suggesting a judicial review and there is pressure from other residents groups, e.g. Heathrow residents. Pressures will continue until post the next election and the final report issued. Cllr Sams proposed, Cllr Kellerman seconded with all in favour that the Clerk write to SSE congratulating them on their efforts and forwarding a cheque for £50 on behalf of the Parish Council. Uttlesford District Councils meeting on the Airport Commissions interim report is due to take place on Monday 20<sup>th</sup> January from 2pm to 4pm at the Council Offices, all Cllrs welcome to attend.

Signed  
 Jon Sams (Chairman Parish Council)

## 8. PRECEPT SETTING FOR 2014/15

A second draft of the budget was circulated to Cllrs prior to the meeting, reflecting the additional New Homes Bonus (NHB) received in 2013/14 with expenditure anticipated in 2014/15. Including NHB and VAT the figures presented would result in a net loss of £0.6k for the year 2014/15; excluding these items the position would be a net gain of £0.2k. This is based on a level income from precept and new homes grant of total £4,826.

Cllrs discussed the calculations which if the income remains level would result in a small reduction in the parish share of council tax bills due to the increase in band D equivalent properties to collect from. Cllr Mackley proposed that the total budget (precept and grant) be increased to £4,895, split £4,838 precept and £57 grant, in order that the band D equivalent collected from resident's of £23.05, remains level with the current year. This was seconded by Cllr Sams with all in agreement. Clerk to submit form.

## 9. SHOPPER BUS

Great Canfield Parish Council is a group member of Uttlesford Community Transport who support the weekly shopper bus that runs through the village. Residents who wish to use this service are required to have a personal membership via the Parish Council group membership; this is free of charge to all residents of Great Canfield and neighbouring parishes. Currently the issuing of membership cards is administered by a resident who is planning to move away from the parish and an alternative administrator is required. Cllr Green proposed asking Mrs Green if she would be willing to take on this task. Clerk to contact the current administrator to confirm the process.

## 10. ALLOTMENTS

Cllr Donald had forwarded a note to confirm that he has now been given a contact in Essex County Council to write to in order to progress the requirement to provide allotments in the parish.

## 11. JUBILEE OAK TREE GUARD AND PLAQUE

Following the receipt of £350 from New Homes Bonus Cllr Barlow proposed and Cllr Sams seconded with all in favour that the Parish Council purchases a tree guard for the Jubilee Oak. Several options and prices had previously been presented to the Parish Council and a decision was confirmed to purchase an 'estate' tree guard made from galvanized steel, painted black from Cotswold Decorative Iron Workers, (CDI). The cost for a guard 1,000mm in diameter and 1,700mm above ground height is £255+vat+delivery; alternative sizes can be ordered. Cllr Easter to measure the Jubilee Oak and confirm measurements to the Clerk before ordering. Cllr Green to provide the wording that will be put on a plaque to be mounted on the tree guard.

## 12. NEW NOTICEBOARD

An amount of £500 has been received from the New Homes Bonus towards the cost of a new notice board to be placed at Hope End and an additional wall mounted board to hold the parish map at the village hall. Cllr Mackley to provide dimensions of the laminated maps previously purchased by the Parish Council, to allow appropriate sized notice boards to be sourced.

Clerk to provide proposed designs and costings for the Hope End notice board and to forward the same specification to Charlie Barker for a quote. Clerk to source styles and costings for an appropriate sized

Signed

Jon Sams (Chairman Parish Council)

external wall mounted notice board to be mounted on the village hall; the Parish Council are aware permission is required from the PCC to do this.

### 13. REPRESENTATIVES REPORTS:-

#### 13.1. Footpaths, Byways, Bridleways and Greens

- 13.1.1. Following concerns raised by a resident, Clerk has sent a letter to the current tenants of Ashcroft requesting they do not park on the village green. Clerk to confirm with owners the letting agency involved for future reference.
- 13.1.2. A resident has written to Essex Highways re further damage to Oak Lane and asking for an update on proposed action and a request to close the byway to prevent further damage to the byway and adjoining farm land. Clerk is chasing Cllr Barker for advice on whether an improvement to the surface falls under the criteria of the Local Highways Improvement Scheme; both County and District Cllrs must support any scheme proposed by the Parish Council. There is a possibility that work to repair the surface could be funded via the Parish Paths Partnership scheme of which the Parish Council are members, Clerk to investigate and to clarify exactly what works will be completed by Essex Highways to repair the existing issue.
- 13.1.3. Cllr Easter to clear trees, on behalf of the resident, fallen from the property Green Easter onto the adjoining footpath 7.

#### 13.2. Highways/Road Safety

- 13.2.1. A request had been received from a resident asking the Parish Council to assist in influencing Highways to address the issue of overflowing ditches at Bacon End. A lengthy discussion took place on the state of the ditches in particular from Foxley's to Bacon's which overflow in heavy rainfall and result in the road being impassable. The water overflowing the ditches is started to erode the highway. In addition the old flood defenses in the ditch, which are constructed of sandbags and concrete, are starting to deteriorate and further compound the problem. Clerk to write to the relevant department within Essex Highway reporting these issues and requesting advice on what action can be taken.
- 13.2.2. Further Highway logs have been raised for the issues with water flowing down the B184 and the blocked gully on the road into Bacon End from the B184. Both reported and supposedly resolved in 2013.
- 13.2.3. Clerk to report sinking drain on Bacon End Road from B184.
- 13.2.4. Clerk to report tree leaning on electricity wire at Brookside, Bacon End.
- 13.2.5. Clerk to write a letter of thanks to Mr Philpot who has cleared the ditches towards Hope End Bridge, Cllr Mackley to forward address.
- 13.2.6. On 9<sup>th</sup> January a large HGV on route from Enfield to Livingston in Scotland became stuck in Bacon End at 4am in the morning, after taking an inappropriate diversion following the closure of the M11. It had ignored the 'Unsuitable for HGV' signs and moved the 'road closed' sign. Damage was caused to the village green at Bacon End as well as significant disturbance to residents as the situation took some hours to resolve. The residents and Parish Council are very grateful for the support of the police in the professional and efficient manner in which they

Signed

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dealt with the situation. Clerk to draft a letter to Lidl's to forward to Cllr Barlow expressing the Parish Council's frustration and displeasure at the events that occurred. Clerk to include a report in the Great Canfield newsletter highlighting the purpose of the HGV signs.

13.3. Crime Prevention/Neighbourhood Watch – Nothing to report.

13.4. Tree Warden – Nothing to report.

#### 14. PLANNING

14.1. Application

APPL No	UTT/13/3463/FUL
DEVELOPMENT	Erection of hay barn store
LOCATION	Great Canfield Park, Great Canfield Road

It was proposed by Cllr Barlow, seconded by Cllr Kellerman with all in agreement that the Parish Council objects to this application for the following reasons, Clerk to submit.

1. Original hay barn converted to residential accommodation
2. Inappropriately sited too far away from stables and agricultural buildings
3. Detrimental impact to the look of the surrounding countryside
4. Impact on neighbours along Great Canfield Road
5. Concerned with the size and height of the building for what is stated as hay barn.
6. This application gives an industrial feeling to a residential area. This could lead to further barns or business type units being thought of as acceptable.

#### Decisions

APPL No.	UTT/13/2725/HHF
DEVELOPMENT	Two storey side extension and insertion of dormer windows and rooflights to front.
LOCATION	Weardale, Bullocks Lane
DECISION	Conditional Approval

APPL No.	UTT/13/3049/CLP
DEVELOPMENT	Proposed rear dormer extension
LOCATION	Weardale, Bullocks Lane
DECISION	Conditional Approval

APPL No.	UTT/13/3024/AG
DEVELOPMENT	New cattle shed on a stackyard in farmyard
LOCATION	Bury Farm Church End
DECISION	Permitted Development

14.2. Crumps Farm – Cllr Green confirmed the next meeting of the Crumps Farm Liaison Committee would take place on 21<sup>st</sup> January.

## 15. FINANCE

## 15.1. Cheques for Approval

<i><b>PAYMENT TO</b></i>	<i><b>VALUE</b></i>
Allison Ward - Parish Clerk December 2013	£165.11
'Great Canfield PCC – Newsletter' – Contribution to newsletter from NHB	£200.00

15.2 The Clerk confirmed receipt of the New Homes Bonus of £1,250.00

15.3 The Clerk confirmed receipt of £100 from Great Canfield Community Trust to offset the remaining cost from the Firework event.

15.4 The quarterly accounts for April to December 2013 were presented by the Clerk and accepted by the Parish Council. It was proposed by Cllr Mackley, seconded by Cllr Easter with all in agreement that the balance of funds from the 2011/12 New Homes Bonus of £78.20 be moved to general funds.

The Bank Reconciliation showing a cash book balance of £7,958.38 which now excludes the Community Activities Account was presented by the Clerk, signed by Cllr Sams and accepted by the Parish Council.

## 16. ITEMS FOR THE NEXT AGENDA

16.1. Date for spring litter pick

17. DATE OF NEXT MEETING Monday 10<sup>th</sup> February 2014 at 8pm.

18. TIME AND CLOSE OF MEETING 9.30pm

**Allison Ward**

**Parish Clerk 01245 231798**

Signed

Jon Sams (Chairman Parish Council)