

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held via Zoom on Monday 13th July 2020

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

District Cllr Neil Reeve
 County Cllr Susan Barker (leaving after item 6)

0 residents

1. APOLOGIES FOR ABSENCE were received from Cllr Chris Easter due to work commitments and were accepted by the Parish Council.
2. DECLARATION OF INTERESTS FOR THIS MEETING – Cllr Mackley declared a personal interest as a trustee of Canfield Community Trust and a member of the village hall committee.
3. VIRTUAL MEETING POLICY

The Clerk had circulated a draft policy which outlines procedures and expectations for Cllrs and members of the public when taking part in virtual meetings. This is to be used alongside the Standing Orders of the Parish Council. Cllr Jewell proposed the Parish Council accepts the virtual meeting policy as drafted, this was seconded by Cllr Knight with all in agreement. The policy is available on the website.

4. PUBLIC FORUM - None
5. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 8th June 2020 were proposed by Cllr Mackley as a true and correct record, this was seconded by Cllr Hepburn with all in agreement -- as this was a virtual meeting the minutes will be signed by the Chairman at a later date.
6. COUNTY AND DISTRICT CLLRS REPORT

District Cllr Reeve updated the meeting on the following matters relating to Uttlesford District Council.

- a. Following advice from the Local Government Association on the best way to proceed with the Local Plan, the Council is now determining the governance of development of the Local Plan prior to starting the process. At this point in time “nothing is ruled in, and nothing is ruled out”.
- b. Uttlesford staff continue to work diligently (mostly from home) to keep services operating to the maximum possible extent. C.£20 million of Business Grants from money made available by Central Government have been allocated and passed to local businesses and organisations.
- c. Uttlesford council and its committees continue to run virtually to ensure as much normal business as possible. The Planning Committee has been meeting with twice the ‘normal’ frequency, although taking less agenda items per meeting.
- d. MAG have recently indicated that they will appeal the decision by Uttlesford planning committee to reject the expansion, we await further news.

County Cllr Susan Barker arrives.

- e. To ensure sufficient funds to enable services required of the Council to be provided, against a background of steadily reducing funding from Central Government, the Council is continuing and extending the process of borrowing money (potentially up to £300 million) to acquire business assets that can be rented out at a higher rate, all on a long term basis. This started with Chesterford Research Park and continues with a broad portfolio of potential and planned assets, both within the district and across the UK. A lengthy discussion took place amongst the meeting on why investment is necessary and the perceived risks.

Signed
 Robert Mackley (Chairman Parish Council)

County Cllr Barker confirmed that central Essex services including the Essex records office, libraries and country parks are either now open or will be open in the next few weeks. Focus is moving on to how the workforce operates in the long term, supporting the care sector which is especially challenging with vacancies in care homes as well as how to encourage parents to use school transport in September.

Cllr Knight commented on the proposed closure of Green Street at the end of August for micro surfacing (see item 7), this is the harvest period and timing is far from ideal. Cllr Mackley wished to pass on thanks to the recent Highways team who had carried out the patching, the standard of works was an improvement on previous patching. Cllr Hepburn noted that the repairs continue to be limited to within the white lines.

County Cllr Barker leaves the meeting.

7. PROGRESS UPDATE & CORRESPONDENCE TO NOTE

Essex Highways has notified of ‘the intended closure of Green Street, due to commence on 26th August 2020 for 15 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes 2020/21 Micro Surfacing Programme (Gripfibre).’

The draft hall lease has been provided to the Parish Council and plans to finalise this continue between the Community Trust (on behalf of the Parish Council) and Parochial Church Council. As the Parish Council will be the lessee, the Clerk is preparing a draft terms of reference with advice from Rural Community Council of Essex including guidance on the future accounting that needs to be included in the Parish Council accounts; these items will be brought to the September meeting for decision with a deadline for signing the lease of 1st November.

8. PLANNING

8.1 Applications

Application No	UTT/20/1533/HHF
Location	3 The Cottage Church End
Development	Proposed new pedestrian access and new gravel pathway

Cllr Barlow proposed that the Parish Council fully supports this application and is of the view the proposals are sympathetic, appropriate and wholly necessary in order to allow the residents access to their property. This was seconded by Cllr Donald with all in agreement.

Cllr Mackley went on to propose that given the history of this site and the current temporary solution, the Parish Council asks that this application is called to Planning Committee for decision should the officers recommend refusal. This was seconded by Cllr Knight with all in agreement. Clerk to arrange and Cllr Knight to notify the resident.

Application No	UTT/20/1308/LB
Location	Sheldrakes, Green Street
Development	Retention of works including removal of laths and un-bonded lime render to front elevation. Removal of small area of render to access, repair rotted front RHS oak corner post, de-frass and repair decayed sole plate, replace 2 no. sections of mid plate, insert 2 no. oak sections to support cill and re-lath and render with lime render.

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

8.2 Decisions for information – None

9. ACCOUNTS FOR YEAR ENDING 2019/20

9.1. Cllr Jewell proposed that the Parish Council approves the Annual Governance Statement (Section 1 AGAR) for the year 2019/20. This was seconded by Cllr Mackley with all in agreement.

9.2. Cllr Hepburn proposed that the Parish Council approves the Annual Accounting Statements (Section 2 AGAR) for the year 2019/20. This was seconded by Cllr Donald with all in agreement.

Signed
Robert Mackley (Chairman Parish Council)

9.3. The Clerk issued a revised schedule for the exercise of public rights, this will now be 12th August to 23rd September.

10. REPAINTING THE VILLAGE SIGN

The Clerk had obtained three quotes for repainting the village sign. Cllr Hepburn proposed the lowest quote from KGS Signs of £425+vat and including collection/delivery be accepted. This was seconded by Cllr Mackley with all in agreement. Cllr Easter and Cllr Knight to arrange taking down and putting back the sign as the contractor is not able to do this. Cllr Knight confirmed he would arrange to clear the vegetation around the village sign.

The Parish Council are grateful to County Cllr Barker and the Essex County Council Locality Fund 2020/21 for a £500 grant towards the repainting of the sign.

11. SALT BAG INITIATIVE 2020/21

Essex Highways will be operating the winter salt scheme for 2020/21 whereby Parish Councils are allocated salt to be used within the local community; the salt cannot be used on public highways or private drives. Cllr Easter confirmed the Parish Council has sufficient stocks from previous years. Cllr Mackley proposed that the Parish Council takes part in the scheme, however, does not require any further salt. This was seconded by Cllr Easter with all in agreement.

12. FUNDING FOR A PCSO

The Parish Council considered a request from Hatfield Heath Parish Council for joint funding by local Parish Councils of a dedicated PCSO, annual cost is estimated at £40k. Cllrs considered local issues and were of the view these were minimal. In conclusion Cllr Hepburn proposed that it was not financially viable for Great Canfield to contribute to a dedicated PCSO, this was seconded by Cllr Mackley with all in agreement.

13. HIGHWAYS, FOOTPATHS, TREES, CRIME

13.1. Crime prevention in the village – there were no proposals for the Parish Council to consider. Cllrs noted fly tipping is again occurring in the village and instances are being reported to Uttlesford.

13.2. There were no further Cllrs reports in addition to items already discussed.

14. FINANCE

14.1. Cllr Hepburn proposed the following payments be authorised; this was seconded by Cllr Knight with all in agreement.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk salary June 2020 and expenses	£ 182.98
Rural Community Council of Essex – Annual subscription inc VAT	£ 52.80
Stop Stansted Expansion – Donation	£ 50.00

14.2 The Clerk presented the accounts for the period April to June 2020 including an updated estimate for 2020/21. The closing cash position as at June 2020 was £54,109.

15. ITEMS FOR THE NEXT AGENDA – Ditches/flooding, Autumn litter pick, village hall lease.

16. DATE OF NEXT MEETING is Monday 14th September at 8pm.

TIME AND CLOSE OF MEETING 9.15pm

Signed
Robert Mackley (Chairman Parish Council)