

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held at Great Canfield Village Hall on Monday 13th November 2023

Present: Cllrs Harry Anderson, Keir Donald, Ginny Barlow (chair), Jenny Jewell (from agenda item 3), Michael Knight, Magnus Mildwater, Richard Stratton, and the Clerk Allison Ward

County Councillor Susan Barker (arriving during item 3, leaving during item 5)

District Cllrs Geof Driscoll (arriving during item 3, leaving after item 11.6) and Neil Reeve

4 residents (leaving after item 3 and 5)

1. **APOLOGIES FOR ABSENCE** – All in attendance.
2. **DECLARATION OF INTERESTS FOR THIS MEETING** – None.
3. **PUBLIC FORUM**

Residents spoke in objection to planning application UTT/23/2528/FUL at Canfield Nursery and expressed the view that had the original planning application stated this would be a gated development they would not have been supportive; the gates separate the residents of Canfield Nursery and prevent community cohesion with the rest of Hope End.

County Cllr Susan Barker arrives.

Residents noted that the original application to develop the site included grazing and a wildlife pond that were not implemented, they also noted the holding objection from Place Services, Ecology due to insufficient ecological information. The residents stated the site should have been developed in accordance with the permission given.

The application states access to the site is via the gates, however the original access to Canfield Nursery prior to development was via the track that leads to Three Trees. Residents are concerned that construction vehicles will use this original track which given its limitations is likely to cause damage to the verges and increase disturbance to neighbours, they requested access is only through the gated entrance for all construction works.

Residents went on to note when two further houses were recently built the application provided for landscaping in the form of hedging, this is now a brick wall, rail and post fencing was specified, which is now a brick wall. Bees nest and a bat box were promised, none of those have been implemented. Who reviews post planning to ensure commitments and design features are implemented in accordance with the permission given by Uttlesford?

Cllr Jenny Jewell arrives

A resident asked the parish council whether the legal agreement between the parish council and land owners of the former nursery site that limits development on the site to 7 dwellings is still in place. Cllr Barlow confirmed it was.

A resident asked for an update on the situation at Crumps Farm, Cllr Barlow confirmed this will be responded to in the meeting.

District Cllr Geof Driscoll arrives

The churchwarden gave a brief overview on the situation with the damp party wall between the village hall and the adjoining cottage. Original contractor inspections offered options that would repair rather than resolve the issue. The church architect was brought in to access and has determined the soil levels on the hall side are higher than the cottage and the only way to resolve is to lower the soil level on the hall side only. This is a slow job as the soil will need to be removed by hand and would take the hall out of action for c.15 weeks. Discussions took place on the impact of the adjoining property (thought to be minimal disruption as the works are on the hall side) and whether the work area could be reduced. The architect is currently producing the schedule of works which will go out to tender and a cost will then be known, existing church reserves and grants will need to be accessed to cover the cost. There is no direct financial implications on

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 Cllr Ginny Barlow, Chair

the parish council under the terms of the lease. Cllr Barlow thanked the church for sharing the information and asked that the village hall committee be kept updated.

3 residents leave the meeting

4. The **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING** of 9th October 2023 were proposed as a correct record by Cllr Barlow, seconded by Cllr Jewell with all in agreement.

5. COUNTY AND DISTRICT CLLRS REPORT

County Cllr Susan Barker reported that the recycling centres in Hertfordshire (including Bishop Stortford) have a non-booking system and residents of Essex can use these sites through a reciprocal arrangement between neighbouring counties. The Chancellors Autumn Statement is expected to include offers of devolution to some councils, Essex has put forward a level 2 application and whether it will receive the funding will be revealed tomorrow!

Cllr Anderson raised the lack of pot hole repairs despite providing a list of 18 issues in Great Canfield, Cllr Barker confirmed there are further pot hole repairs due and agreed to check the list and confirm.

The clerk raised the frustrations when highway roadwork signage is not removed for several days after repairs are finished, the most recent example being the closed road signage for Affinity Water at Church End. Cllr Barker noted the concerns.

County Cllr Susan Barker leaves the meeting.

District Cllr Neil Reeve reported as follows

1. Crumps Farm – Environment Agency (EA) are the formal agency responsible for investigating, The Health and Safety Officer has been advised of the situation by both Essex County Council (ECC) and Uttlesford. EA have made a formal notice that the site is to be protected by fencing to stop public access and have been advised the fence has been restored. Residents suggested this has not happened. In addition, residents were of the view persons other than the site manager were entering and leaving the site. Cllr Barlow commented that all actions to date appear to be about making the site safe, but what is being done to address the issues caused by the illegal dumping of waste? District Cllr Reeve noted the priority has been health and safety and confirmed the next phase is securing the effluent from site and the future management. Cllr Reeve agreed to meet residents and Cllrs to check the site security adjacent to the PRoW.
2. Uttlesford is a lone voice against the introduction of a permanent booking system at recycle centres primarily because the site at Saffron Walden did not cause local traffic issues.
3. Local Plan is being consulted on and the closing date is 18th December. Uttlesford is required by government to provide 13,680 new homes in the period April 2021-2041. Between 2021 and April 2023, 8k new homes have received planning permission leaving c/5.5k-6k houses to allocate on new sites. These numbers are as at April 2023 and exclude the 1,200 new homes allowed on appeal at Little Easton, plus there will be a further allocation in the normal cycle meaning by the time the plan is ready to submit to the inspector the 'new' need will have reduced to c.4k. It is for this reason the plan builds out on larger settlements including Dunmow and Takeley and does not provide for a new town. The driver for all policies is climate change, for example each new home must generate more energy than it is using per annum. Uttlesford have increased the target for biodiversity net gain to 20%, government target is 10%. The downside is this reduces the viability of development meaning Uttlesford has set a target of 35% affordable properties on a site, down from the current 40%, Please consider responding as every comment will be considered.

1 resident leaves the meeting

6. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

- 6.1. Cllr Barlow asked for a note of thanks to be recorded in the minutes for those who took part in the village litter pick on 11th/12th November.
- 6.2. Since January 2023, a pilot booking system has been in place at ECC recycling centres. ECC is consulting on this becoming a permanent system, see this link www.essex.gov.uk/recyclingcentrebookings Cllrs commented with concerns that a booking system could lead to increased fly tipping in rural locations.
- 6.3. Uttlesford Community Safety Partnership invited parish councils to attend an informal drop in coffee morning on 6th November at Stansted Mountfitchet Fire Station, re Community Speed Watches.

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Cllr Ginny Barlow, Chair

6.4. Communication from Stansted Airport Watch about future of organisation, Cllrs training courses, Local Plan correspondence and rough sleeper count (nil return for Great Canfield) circulated.

7. PLANNING

7.1. Applications for decision

Application No	UTT/23/2493/FUL
Location	Hartwood Bungalow Green Street
Development	Change of use of site from residential to commercial. Demolition of bungalow and replacement with 3 no. single storey commercial storage B8 buildings to form small employment site

Cllr Barlow proposed no comment on this application, this was seconded by Cllr Knight with all in agreement.

Application No	UTT/23/2528/FUL
Location	Canfield Nursery, Bullocks Lane
Development	Erection of 3 no. dwellings and associated garages

Cllr Barlow proposed the above application is called in for the planning committee to decide due to urbanisation, previous applications not completed in accordance with plans and piecemeal development which appears to avoid affordable housing allocation, this was seconded by Cllr Jewell with all in agreement. District Cllr Geof Driscoll suggested the call-in deadline had passed, the clerk was asked to write directly to the Director of Planning for guidance.

Cllrs noted the parish council easement on the site limits development to 7 dwellings, there are no plans at this stage to amend this to 10 dwellings. Cllr Barlow proposed the parish council objects to the application for the reasons set out below, this was seconded by Cllr Jewell with all in agreement.

1. The site proposed in the application has permission as a grazing meadow and wildlife pond, The parish council is of the view this application must be considered as change of use from agricultural land to residential.
2. There is no justification for additional housing in this unsustainable location, Uttlesford is able to demonstrate a 5.14 year land supply.
3. It cannot be described as infill given the land to the east is open countryside
4. The parish council is of the view that had this site been presented as a whole for development and not in two separate applications, there would have been the potential for affordable housing on site.
5. The parish council is of the view the continuing development of Hope End will result in urbanisation that is not acceptable to the character and significance of the rural hamlet.

Application No	UTT/23/2552/FUL
Location	Mayrose, Canfield Drive
Development	New dwelling and cart lodge/home study (change in design to that approved under UTT/22/2751/FUL

Cllr Barlow proposed no comment, this was seconded by Cllr Stratton with all in agreement.

Application No	UTT/23/2618/OP
Location	Land Between Runnels Hey And Silverthorn, Canfield Drive
Development	Outline planning application with all matters reserved except access and layout for the erection of 1 no. self-build dwelling

Cllrs noted the previous refusals at the site and the objections from neighbouring properties. Cllr Barlow proposed the parish council objects to this application for the reasons set out below. This was seconded by Cllr Knight with all in agreement.

1. Impact on ancient woodland, Runnels Hey which extends within the boundary of the site. The applicant has not provided a reason for the need for the development which outweighs the historic significance of the site.
2. Policy S7 development in the countryside, the parish council disagrees with the applicants view that this site should be considered as infill. The site is bordered to the north by the Flitch Way which is designated a Local Wildlife Site, and to the east by Runnels Hey ancient woodland.
3. Policy GEN1, unsustainable location, occupants of the site would be totally reliant on cars to access all facilities.

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Cllr Ginny Barlow, Chair

Application No UTT/23/2737/HHF
 Location Casa Lee, Canfield Drive
 Development Proposed extension to garage

Cllr Barlow proposed no comment, this was seconded by Cllr Donald with all in agreement.

Application No UTT/23/2786/FUL
 Location The Lodge 3A Ashfields Farm, Cuckoos Lane
 Development Demolition of existing dwelling and outbuildings and erection of new dwelling (revision of UTT/23/2169/FUL) |

Cllr Barlow proposed no comment, this was seconded by Cllr Stratton with all in agreement.

7.2. Decisions for information only

Application No UTT/23/2169/FUL
 Location The Lodge 3A, Ashfields Farm, Cuckoo Lane
 Development Demolition of existing dwelling and outbuildings and erection of new dwelling
 Decision Conditional approval

8. UTTLESFORD LOCAL PLAN

The Local Plan Regulation 18 consultation has been published and is open to comments until 18th December. The Plan proposes a hierarchy of settlements and Great Canfield is classified in the fourth tier, small villages where no development is proposed other than small scale ‘infill’ and that permitted under rural development. The clerk circulated an email to residents which included details of how to access the draft plan, dates for the public exhibitions and how to respond.

There will be an extraordinary meeting of Takeley parish council on Wednesday 15th November to which Great Canfield Cllrs have been invited, Cllr Barlow and Cllr Jewell to attend.

Cllrs were asked to consider the plan documents for discussion on the parish council’s response at the December meeting.

9. PARISH COUNCIL PROJECTS

9.1. Department of Health and Social Care has opened its £1 million Community Automated External Defibrillators Fund, aimed at increasing the number of AEDs in public places. Cllr Knight proposed the parish council retrospectively approves a grant application (deadline was between meetings) for a defibrillator to be placed at the village hall. Grant applied for is £750 with the parish council providing matching funds. This was seconded by Cllr Stratton with all in agreement.

9.2. Parish ponds maintenance, there is no response to date from Uttlesford ecologist requesting advice on maintenance.

10. HIGHWAYS, FOOTPATHS, TREES, CRIME

10.1. Footpaths, Byways, Bridleways and Greens – Nothing to report

10.2. Highways/Road Safety

10.2.1. In response to a resident’s request, the parish council were of the view adding kerbing to areas in Great Canfield particularly at junctions would add an urban feature that is not appropriate in the rural location, it was agreed not to make an application to the Local Highways Panel.

10.2.2. The Essex Highway log requesting clearance of the blocked drain and gully at Church End between Bury Farm and Water House has been escalated via County Cllr Barker, as was the delays in removing the road closure and associated signage following recent works.

10.3. Crime Prevention/Neighbourhood Watch – Nothing to report

10.4. Tree Warden – Nothing to report

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11. VILLAGE HALL REPORT

11.1. Village hall committee general update

11.1.1. The parish council arranged a PAT test which was carried out on 03.11.23 on all village hall equipment. Cllr Barlow proposed that the Terms of Reference for the hall committee be amended such that all legal requirements for public building maintenance including electrical inspections, fire extinguishers, PAT testing are transferred from the village hall committee to parish council responsibility. This was seconded by Cllr Mildwater. Clerk to check requirements for smoke alarms and any checks required for heaters.

11.1.2. A replacement tea urn was purchased for the hall after a user reported the current urn is not working correctly.

11.1.3. The ongoing issues with the hall energy contract remain unresolved. Scottish Power are investigating the high charge which was estimated rather than based on Smart meter readings.

11.2. A successful Oktoberfest event resulted in net proceeds for village hall funds of £786. The clerk had circulated the risk assessment for the event in advance and this was approved by Cllrs via email.

11.3. Cllrs noted the successful firework evening which raised net proceeds for the hall of £959. The parish council records its thanks to the event sponsors without whom the event could not take place, residents at Black Barn for providing the car park, to Chris Easter and his team for managing the display, and to the village hall committee, parish Cllrs and volunteers who helped with the pre-event organisation and on the night.

Cllr Mildwater retrospectively proposed the purchase of Hi Viz jackets with 'Great Canfield Events Team' on the rear, this was seconded by Cllr Donald with all in agreement. It was agreed these would be funded by the parish council and would be available for use at other events.

Cllr Mildwater proposed the risk assessment which was circulated and accepted by Cllrs via email in advance of the event, is officially recorded as accepted, this was seconded by Cllr Barlow with all in agreement. Cllr Mildwater is producing a file for the event of all the requirement documentation which can be used in future years.

A discussion took place on restricting the commercialism of the event, Cllrs were supportive of an event that was primarily for Great Canfield residents and which gave an opportunity for local organisations to raise funds. Cllr Barlow confirmed a post event review would take place and the Cllrs views on this matter would be included.

11.4. Further to the discussion in the public forum, agenda item 3, the meeting noted the progress on the damp issue and potential temporary closure of the village hall.

11.5. The meeting confirmed the following direct debit payments made between meetings.

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Electricity	Direct Debit	£ 108.68

11.6. Cllr Barlow proposed the following payments relating to the village hall be made, this was seconded by Cllr Jewell with all in agreement.

PAYMENT TO	VALUE
Alison Clark – Hall Cleaning 17 th , 31 st October and 14 th November 2023	£ 90.00
T Evans - Sundry	£ 30.98
A Clack – Canvas print for village hall	£ 45.15
Excite Electrical - PAT test inc VAT	£ 72.00
Fury Fireworks – Mortar tubes for safe launching	£225.00

District Cllr Geof Driscoll leaves the meeting.

11.7 The meeting noted the receipts of £240 from hall hire in October.

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12. FINANCE

12.1. Cllr Barlow proposed the following payments for authorisation, this was seconded by Cllr Stratton with all in agreement.

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk inc expenses (count clicker for fireworks event)	£214.39
Elite Industrial Suppliers – HI viz jackers (payment to clerk inc VAT)	£216.24
London Hearts – Defibrillator match funding	£750.00
Sign of the Times Ltd – Coronation plaque for village sign (inc VAT)	£245.40

12.2. Opening of savings account and updates to bank mandates pending authorisation of further application forms.

13. ITEMS FOR THE NEXT AGENDA – Byway signage and Local Plan response.

14. DATE OF NEXT MEETING – Monday 11th December at 8pm in Great Canfield Village Hall.

TIME AND CLOSE OF MEETING 10.15pm