

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

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

District Cllr Keith Artus – Broad Oak and The Hallingburys

0 Members of the Public

1. APOLOGIES FOR ABSENCE – None
2. DECLARATIONS OF INTERESTS FOR THIS MEETING

Cllr Kellerman declared a discloseable pecuniary interest in agenda item 10.1 as joint owner of Silverthorn.

3. PUBLIC FORUM – Nothing to report.
4. MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 8<sup>th</sup> September 2014 were approved and signed by Cllr Mackley as a true record.
5. DISTRICT AND COUNTY COUNCILLORS REPORT

District Cllr Artus was welcomed to the meeting and introduced himself as a prospective candidate at the Uttlesford District Council 2015 elections for the new ward Broad Oak, The Hallingburys and Great Canfield. There will be two Cllrs for the ward and the second conservative candidate will be Cllr Lesley Wells. Both Keith and Lesley are current Cllrs for the ward Broad Oak and The Hallingburys.

Keith is currently Chairman of Uttlesford District Council for the year to May 2015 and outlined some of the Council Committees he is involved in; Stansted Airport Advisory Panel Performance and Audit Committee and Staff Appeals. In addition Keith chairs the Stansted Airport Environmental Issues Group and is a member of the Stansted Airport Consultative Committee, a forum for community and airport dialogue. He is also a member of the airport's Noise and Track Keeping Working Group.

6. PROGRESS UPDATE

6.1. The Conservation Volunteers (TCV) will be working on clearing the ponds at the junction of Green Street and Great Canfield Road on 15<sup>th</sup> October. Requests have been made for volunteers from the village to assist.

6.2. With reference to agenda item 7.2 at July 2014 meeting, the Clerk is currently in contact with Essex County Council (ECC) Land and Property team and a response is pending as to whether ECC has any intention of selling this land and if so whether the Parish Council could be notified to allow them to consider what they may be able to do on behalf of the community.

6.3. The questionnaire to residents along Bullocks Lane re planting of trees is prepared and requires distribution.

Signed  
 Jon Sams (Chairman Parish Council)

## 7. CORRESPONDENCE TO NOTE

7.1. M.A.G. (Manchester Airport Group) is consulting on the future Sustainable Development Plan for Stansted Airport and how it will develop to make use of the existing capacity of its single runway. Clerk to e-mail residents reminding them of the drop in session on 21<sup>st</sup> October at Foakes Hall, Great Dunmow. It was agreed that Cllrs would consider the consultation documents and respond to the consultation once these had been reviewed and the drop in session had been held. Clerk to co-ordinate response, the detail will need to be confirmed by e-mail as the deadline for responses is 7<sup>th</sup> November.

7.2. Essex County Council has issued the results of the consultation from 2013 on the use of buses; results can be found on their website. The information from the consultation will be used to write a new Local Bus Strategy for non commercial services which includes the Great Canfield route. 'Once this Strategy has been finalised each individual service will be reviewed which could include suggestions to alter the times or routes of buses, to reduce/increase the frequency of buses or to withdraw them entirely.'

## 8. NEW NOTICE BOARD

Cllr Easter has obtained a quote of £1,000 from a local company for an oak notice board to the dimensions previously agreed. Cllr Mackley proposed, Cllr Sams seconded with all in agreement that as this was approx £400 lower than previous quotes that Foxley Joinery be contracted to make the notice board. Cllr Easter to notify the contractor and request a copy of the quote is forward to the Clerk for the records.

## 9. PARISH COUNCIL DATA PROTECTION OBLIGATIONS - PHOTOGRAPHS

Essex Association of Local Councils (EALC) has issued guidance to Parish Councils on its legal responsibilities regarding publishing photographs, including online. EALC has further requested Parish Councils complete a consent form to allow EALC to link to Parish Council websites, this requires photographs published on the website to comply with the issued guidelines.

The website for Great Canfield is a village website and contains a number of photographs relating to non Parish Council activities. The Clerk will discuss the request with the website controller and notify EALC that the consent form cannot be returned at this stage.

## 10. PLANNING

### 10.1. Applications

APPL No	UTT/14/2734/HHF
DEVELOPMENT	Single-storey extension to detached annexe (revision of planning application UTT/14/1954/HHF)
LOCATION	Silverthorn, Great Canfield Road

*Cllr Kellerman left the room*

Cllr Donald proposed, Cllr Barlow seconded with all in agreement that the Parish Council has no objection to this application, however suggests that the development to the annexe must not result in the two properties being sub-divided at this or some point in the future.

Signed

Jon Sams (Chairman Parish Council)

*Cllr Kellerman rejoined the meeting*

10.2. Decisions – None

10.3. An appeal has been made to the Secretary of State against an enforcement notice issued by Uttlesford District Council on 18.07.2014 for airport parking at Ashfields Carriage and Polo Club. The Parish Council agreed to make no response to the appeal.

10.4. Uttlesford Local Plan is currently being reviewed by the Planning Inspectorate. Written views are requested on matters and issues that have been identified after UDC's response to the initial soundness concerns and questions. The Parish Council agreed that there were no points relevant to Great Canfield on which to respond.

10.5. The Department for Communities & Local Government is consulting on 'Planning and travellers: proposed changes to planning policy and guidance'. This consultation considers changes to national planning policy and planning policy for traveller sites, to ensure that the planning system applies fairly and equally to both the settled community and travellers; strengthens protection of sensitive areas and the green belt; and deal with the negative effects of unauthorised occupation of land. The Parish Council agreed to respond to the questions raised based on recent experience from the traveller site applications that have taken place in Great Canfield, Cllr Barlow to review.

10.6. Cllr Green issued a written report on the Crumps Farm Liaison Committee that was held on 24<sup>th</sup> September. Edviron are still committing to building the in-vessel composting unit, although no progress is apparent, including no application to the Environment Agency for a waste permit. Great Canfield understands sites A22 and A23 cannot be worked until Crumps Farm site has been completed, Essex County Council do not share this view and suggest the plans require updating.

## 11. REPRESENTATIVES REPORTS:-

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

11.2. Highways/Road Safety – Nothing to report

11.3. Crime Prevention/Neighbourhood Watch – a resident observed suspicious activity in the early hours of the morning along Bullocks Lane. The police were called and attended. The information was circulated to residents on the e-mail distribution list.

11.4. Tree Warden – Cllr Green and the Clerk met with Essex County Council (ECC) to discuss the falling tree close to the ponds in Canfield Road and the dead chestnut tree at Hellmans Cross. ECC are investigating ownership to determine who is responsible for the works.

Clerk to report leaning tree which appears to be supported by the cables at Canfield Hart.

## 12. FINANCE

12.1. Cheques for Approval

<b><i>PAYMENT TO</i></b>	<b><i>VALUE</i></b>
Allison Ward - Parish Clerk September 2014	£165.11
P Roberts – Planning Consultant Canfield Road	£25.00

Signed

Jon Sams (Chairman Parish Council)

12.2. The Clerk confirmed receipt of the second installment of the parish precept, £2,419 from Uttlesford District Council

12.3. The quarterly accounts for April to September 2014 were presented by the Clerk and accepted by the Parish Council. The Bank Reconciliation showing a cash book balance of £10,118.67 was presented by the Clerk, signed by Cllr Sams and accepted by the Parish Council.

12.4. Annual Accounts for 2013/14 have been returned by the External Auditors. There is one comment on the valuation of assets on the Asset Register. Some items where the initial cost is not known are valued at insurance valuation and historically have been re-valued annually based in line with the insurance value. The proper practice is not to re-value assets and to keep them constant throughout the period of ownership. This will be reflected in next year's Annual Return.

### 13. ITEMS FOR THE NEXT AGENDA

13.1. Budget 2015/16

13.2. Issac Lodge – Cllr Green raised a request to consider moving the memorial to a more prominent place.

14. DATE OF NEXT MEETING Monday 10<sup>th</sup> November 2014 at 8pm in the village hall.

15 TIME AND CLOSE OF MEETING 9.15pm

**Allison Ward**

**Parish Clerk 01245 231798**

Signed

Jon Sams (Chairman Parish Council)