

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held at the village hall on Monday 14th November 2022

Present: Cllrs Ginny Barlow (chair), Stuart Hepburn, Jenny Jewell, Michael Knight, Magnus Mildwater, Richard Stratton, and the Clerk Allison Ward

County Cllr Susan Barker (leaving part way through agenda item 5)

District Cllrs Geof Driscoll and Neil Reeve

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1. **APOLOGIES FOR ABSENCE** were received from Cllr Keir Donald (work commitments) and accepted by the meeting.
2. **DECLARATION OF INTERESTS FOR THIS MEETING** – None
3. **PUBLIC FORUM** – No public
4. The **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING** of 10th October 2022 were proposed by Cllr Mildwater as a true and correct record, seconded by Cllr Hepburn with all in agreement, the chair signed the minutes.

Cllr Jenny Jewell arrives

5. COUNTY AND DISTRICT CLLRS REPORT

County Cllr Susan Barker confirmed Ride London/Essex will be returning in May 2023 for one day only, the event organisers have taken on board feedback from the 2022 event and have plans to engage with community groups and businesses along the route, there will be improved signage, fewer and more timely road closures.

In response to the cost-of-living crisis, Essex County Council is raising awareness of discounted broadband. Low-income families receiving Universal Credit or other benefits could be eligible for a social broadband tariff saving £144 a year.

In response to delays in the repairs to the fingerpost at Hope End, Cllr Barker suggested sending the request to the Uttlesford Highway Rangers.

Cllr Jewell raised the state of litter including traffic cones and barriers that are left uncleared at M11 junction 8, Cllr Barker responded confirming this is Highway Agency responsibility and not Essex; Clerk to raise with relevant authority.

County Cllr Susan Barker leaves the meeting.

District Cllr Driscoll suggested Essex Highways only have 50% of the funding needed to keep Essex roads as they are now. The Essex cabinet member has confirmed they are only carrying out maintenance where there are safety issues, no aesthetic works or repairs will be completed. Essex approach to financial pressures is a managed reduction in services.

District Cllr Neil Reeve commented on the proposed parliamentary boundary changes and noted that Uttlesford as a district is currently covered by one MP, the proposals would sub-divide the district resulting in 3 different MPs. This is not ideal.

A new lead officer with experience in rural Local Plan has been appointed. The delays to the publication of the consultation are due to the new lead requiring the justification for the evidence to be fully documented. Although this will be completed early in 2023 the forthcoming district elections prevent any consultations as the council enters the pre-election period, or 'purdah', when specific restrictions on communications apply. Cllr Reeve added the annual housing stock figures which are due to be published in December confirm there is sufficient approved housing in place for 4.89 years, very close to the targeted 5 years and an improvement on the previous year.

Cllr Reeve confirmed 50 refugees were being housed at Great Hallingbury manor hotel, Uttlesford had no notice and whilst there is no financial impact they will be writing to MP Kemi Badenoch and others, highlighting the unsuitability of rural located hotels with no nearby facilities or support network in place.

Signed
 Cllr Ginny Barlow, Chair

6. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

Uttlesford committed that waste vehicles at the Little Canfield site would not use the single-track lanes through Great Canfield other than on parish collection days. Cllr Driscoll is supporting the parish in raising this matter when vehicles are seen using the parish lanes, correspondence received has been forwarded to the parish council.

EALC is hosting an update on the '20's Plenty' project. The aim of the session is to discuss a draft proposal and next steps to encourage Essex County Council to consider reducing speed limits to 20mph. Notes will be circulated.

Uttlesford has sent notification of their intention to confirm their resolution dated 31st January 1989 to adopt Part II of the Local Government (Miscellaneous) Provisions Act 1976, at their cabinet meeting in December. The legislation requires Uttlesford to notify Town and Parish Councils and for them to record receipt in their meeting minutes. Part II of the Act allows Uttlesford, among other things, to prosecute minicab drivers and operators for a number of offences.

The Post Office is introducing Drop & Collect at the Country Shop, Leaden Roding from 27 October. More complex services like personal and business banking will not be available however the mobile service at The Snug, High Easter on Tuesday mornings will continue to offer the full range of services.

Uttlesford has issued various correspondence which has been circulated to the parish council on the Local Plan including a revised timetable which would see a Regulation 18 consultation on proposed sites and policies in the summer of 2023.

Essex Highways have notified a road closure on Green Street, due to commence on 21st November 2022 for 4 days whilst Essex County Council undertakes carriageway patching.

7. PLANNING

7.1. Applications for decision

Application	UTT/22/2751/FUL
Location	Mayrose House, Canfield Drive
Development	New dwelling and cart lodge/home study

Cllr Barlow proposed objection application based on policy S7 over development in the countryside with no justification for why development is necessary and policy GEN 1 as the development fails to encourage sustainable travel with residents reliant on cars to access services. This was seconded by Cllr Mildwater with all in agreement

Application	UTT/22/2868/FUL
Location	Willow Lodge, Canfield Drive
Development	Variation of condition 1 (approved plans) attached to UTT/22/1827/FUL – provision of first floor accommodation and dormer windows to garage

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

Application	UTT/22/2888/FUL
Location	3A The Lodge, Ashfields Farm
Development	Demolition of existing dwelling and two outbuildings. Proposed erection of replacement dwelling.

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

Application	UTT/22/3015/CLP
Location	Wheat Cottage, Green Street
Development	Mobile home to be sited as additional to main dwelling

Cllr Stratton proposed the parish council submits a comment to request that if officers are mindful to issue a certificate, that consideration is given to a time limit for the retention of the mobile home on site. This was seconded by Cllr Jewell with all in agreement.

7.2 Decisions for information only

Application	UTT/22/2175/FUL
Location	Beresford, Canfield Drive
Development	Proposed erection of 1no. dwelling and garage - amendments to garage of previously approved scheme under UTT/21/3375/FUL
Decision	Conditional Approval

8. ASSETS OF COMMUNITY VALUE

Assets of Community Value (ACV) enable the community the right to bid for land or property should it come up for sale and before it goes on the open market, providing those assets are on the asset register. Great Canfield has two assets on the current register, cricket ground and village hall. Every 5 years it is necessary to consider whether to re-nominate assets for approval by Uttlesford and renewal is due in December 2022.

Cllrs noted the advice from Uttlesford confirming the more robust process for nominations, including the protection given to sports and community facilities in the Local Plan. Cllr Barlow proposed that the parish council submits an ACV nomination for the village hall which is owned by the church. Cllrs were satisfied based on the advice received that the cricket pitch is protected through the Local Plan policy LC1 and therefore will not be nominated. This was seconded by Cllr Jewell with all in agreement. Clerk to submit.

9. HIGHWAYS, FOOTPATHS, TREES, CRIME

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

9.2. Highways/Road Safety – Cllr Donald had notified the parish council the village sign has loosened in the ground. Clerk to liaise with Cllr Donald to resolve.

9.3. Crime Prevention/Neighbourhood Watch – Cllr Stratton noted recent crimes in the parish.

9.4. Tree Warden – Cllr Donald had notified the parish council that the ivy had been cleared from the Peace Oak, however the inscription is starting to peel in places. In addition, the top of the tree needs varnishing to slow down any rot. Clerk to obtain quotes for works.

10. PARLIMENTARY CONSTITUENCY CHANGES

The boundary commission for England is consulting on final proposals for parliamentary boundary changes. This would see Great Canfield move from Saffron Walden to Harlow constituency. Cllr Stratton proposed a response as the meeting was of the view if Great Canfield to be part of an urban constituency, the rural issues faced by the parish including the impacts of Stansted Airport could be unrepresented. This was seconded by Cllr Barlow with all in agreement.

11. AUTUMN LITTER PICK

Cllr Knight provisionally proposed a village litter pick on Saturday 3rd December, (post meeting this date was confirmed).

12. VILLAGE HALL REPORT

12.1. To receive reports from the village hall committee

12.1.1. Firework event - the meeting acknowledged the report from the village hall committee confirming net revenue of £1,178 which will be added to village hall funds for general use. Additional proceeds from the bar went to the cricket club and proceeds from food sales to the church. The parish council record their thanks to those who organised this successful community event, to the volunteers, to the sponsors for their financial support and to the community for attending.

The parish council had unanimously agreed the risk assessment for the event via email and between meetings. The meeting was made aware of a firework from a single light box that went off in the wrong direction. Cllr Barlow agreed to speak to the organisers to confirm what happened and whether any further mitigation needs to

Signed
Cllr Ginny Barlow, Chair

be considered for future events. Post meeting discussions confirmed the firework concerned landed within the safety zone, the various views were noted and will be considered when pulling together future risk assessments.

12.1.2. No further reports. The Clerk was asked to invite the village hall committee to a future parish council meeting.

12.2. The parish council has not been made aware of any purchases that require parish council authorisation. The meeting noted the repairs to the cooker of £494 ex VAT.

12.3. Cllr Jewell proposed the following payments which were made between meetings due to time pressures, be verified for the month of October/November 2022; this was seconded by Cllr Stratton with all in agreement.

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 190.00
Alison Clark – Cleaning	Online	£ 60.00
Midland Cooker Repairs Ltd – Call out charge	Online	£ 275.00
Midland Cooker Repairs Ltd – New parts	Online	£ 317.79
Susan Moreby – Fireworks	Online	£1,650.00

12.4 Cllr Hepburn proposed the following payments for authorization.

PAYMENT TO	VALUE
Allison Clark – Cleaning November wk 1	£ 30.00
Allison Ward – Paper towels	£ 44.46

12.5 The meeting noted the funds received in the period October 2022 from hall hire; £35 private hire, £180 yoga.

In addition, two payments relating to the Oktoberfest event were received total, £1,145.86, when added to the receipts from September this event raised a net total of £1,176.33 for village hall general funds.

13. FINANCE

13.1. Cllr Barlow proposed the following payments which were made between meetings due to time pressures, be verified for the month of November 2022; this was seconded by Cllr Stratton with all in agreement.

PAYMENT TO	VALUE
Sign of the Times – Platinum Jubilee sign for village sign	£ 178.80
Great Canfield Parochial Church Council – Jubilee proceeds	£ 513.21

13.2. Cllr Hepburn proposed the following payments be authorised at this meeting; this was seconded by Cllr Jewell with all in agreement. The chair of the meeting signed the payment schedule.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk October 2022	£ 185.08
Land Registry – Document fee see item 16	£ 7.00

13.3. The financial report for the period to end September to be carried forward to the December meeting due to time pressures.

14. **ITEMS FOR THE NEXT AGENDA** – Nothing in addition

15. **DATE OF NEXT MEETING** Monday 12th December 2022 at Great Canfield Village Hall at 8pm.

16. In accordance with Paragraph 3 of Schedule 12A of the Local Government Act 1972, Cllr Barlow proposed a motion to exclude the press and public from the meeting as the discussions relate to an individual that could be identified and may involve legal proceedings. This was seconded by Cllr Jewell with all in agreement.

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The clerk confirmed the parish council does not have a copy of the easement concerned on file. An application is necessary to the land registry and a fee payable of £7 to obtain the document. Cllr Barlow proposed the easement be obtained to allow the parish council to consider further, this was seconded by Cllr Jewell with all in agreement.

TIME AND CLOSE OF MEETING 10.00pm

Signed
Cllr Ginny Barlow, Chair