

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held at the village hall on Monday 21st February 2022

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

District Cllr Geof Driscoll and District Cllr Neil Reeve

2 residents

1. APPOINTMENT OF CHAIRMAN and VICE CHAIRMAN

Cllr Jewell proposed Cllr Barlow be appointed chair of Great Canfield Parish Council to serve until the Annual Parish Council meeting in May, this was seconded by Cllr Donald with all in agreement. Cllr Barlow signed the Declaration of Acceptance of Office as chair; this will be held on file by the Clerk.

Cllr Mackley proposed Cllr Knight be appointed vice-chair of Great Canfield Parish Council to serve until the Annual Parish Council meeting in May, this was seconded by Cllr Jewell with all in agreement.

2. APOLOGIES FOR ABSENCE, none all present.

3. TO CO-OPT A PARISH COUNCILLOR FOR THE CURRENT VACANCY

Deferred to the next meeting.

4. DECLARATION OF INTERESTS FOR THIS MEETING

Cllr Mackley declared a personal interest in agenda item 11 and 13 as a member of the village hall committee and the organising committee for the Queen's Jubilee celebrations.

5. PUBLIC FORUM

At the request of residents, Cllrs shared the workings and responsibilities of parish councillors and the council.

6. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 10 January were proposed by Cllr Mackley as a true and correct record, seconded by Cllr Jewell with all in agreement, the minutes were signed by the Chairman.

7. COUNTY AND DISTRICT CLLRS REPORT

Cllr Reeve updated the meeting on the key activities of the District Council

- i) Planning under special measures – The government has taken away the automatic right to be the first point of call for major planning applications, +10 house or +1 hectare. Developers can still apply to Uttlesford, however now have a choice to go straight to the planning inspector for a decision.
- ii) Local Plan work on schedule for Regulation 18 consultation in May.
- iii) Investment, the government has introduced a cap on local authority investments which will limit the current Uttlesford strategy to raise finances and ultimately lead to a reduction in income and services. A reduction of £1m is required in each of the next three years starting 2023/24.

Cllr Driscoll added the District Council has purchased 6 new dustcarts and is to trial solar panels on the roof to operate the bin lifts and save c.1,000 litres of fuel per annum.

8. CLERK'S PROGRESS UPDATE and CORRESPONDENCE

- 8.1. With the support of District Cllr Driscoll, new fly tipping and previous items of asbestos were removed from Canfield Road and Green Street by Uttlesford.

Signed
 Cllr Ginny Barlow, Chair

- 8.2. County Cllr Barker provisionally offered to set up a meeting with the cabinet member for highways and the chair or a representative from each town/parish council in order that issues could be raised directly. Cllr Barlow agreed to attend on behalf of Great Canfield, should this meeting take place.
- 8.3. Cllr Barlow attended the parish council cluster meeting with the new CEO of Uttlesford District Council.
- 8.4. As reported in item 7iii and ahead of a press release, Uttlesford CEO wrote to all Town/Parish Councils advising them that over the next five years Uttlesford must identify up to £4 million of net savings – or a quarter of the budget.
- 8.5. Residents reported a broken manhole cover on Canfield Road between the bridge and Canfield Drive. Cllr Donald to confirm.

9. PLANNING

9.1. Applications for decision

Application No UTT/22/0144/HHF
 Location Rivendell Bullocks Lane
 Development Proposed single storey rear and side extension.

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

9.2. Decisions for information

Application No UTT/21/3510/LB
 Location Bacon, Bacon End Road
 Development Removal of existing single glazed windows and replacement with double glazed windows
 Decision Refused

Application No UTT/21/3378/HHF
 Location 7 Nursery Grove
 Development Proposed extension to existing garage and conversion of roof space to form home office.
 Decision Conditional Approval

Cllrs noted the reasons for refusal on the following application which included an unsustainable location.

Application No UTT/21/3299/FUL
 Location Plot 2, The Vale, Canfield Drive
 Development Proposed construction of 1 no. dwelling and garage.
 Decision Refused

Application No UTT/21/3300/FUL
 Location Plot 1, The Vale, Canfield Drive
 Development Proposed construction of 1 no. dwelling and garage.
 Decision Refused

Application No UTT/21/3375/FUL
 Location Beresford, Great Canfield Road
 Development Proposed erection of 1 no. dwelling and garage - amendments to previously approved scheme under UTT/21/2793/FUL
 Decision Conditional Approval

Application No UTT/21/1769/FUL & UTT/21/1770/LB
 Location Peckers Farm, Green Street
 Development Proposed conversion of buildings into 4 no. dwellings including extension, alterations and associated operational development and landscaping works.
 Decision Conditional Approval

9.3 Consultation on changes to the Essex Minerals Local Plan 2014, and a simultaneous call for sites for additional mineral

Signed
 Cllr Ginny Barlow, Chair

site locations, is taking place 11 February to 25 March 2022.

The changes to the Plan relate primarily to policy S6 which is the provision for sand and gravel extraction (the policy which quantifies mineral need). Changes are necessary to the overall amount of sand and gravel that the Minerals and Waste Planning Authority needs to plan for in the future, and that new sand and gravel sites are required to be allocated as part of this plan review. The parish council notes that sites A22 and A23 adjacent to Hope End remain preferred sites and the plan assumes they will come into use in 2026.

Cllr Donald proposed no comment on the consultation subject to review by a local resident with expertise in this field. This was seconded by Cllr Knight with all in agreement.

- 9.4 Following the government decision to issue a notice of designation removing Uttlesford's right to make decision on major (more than 10 dwellings) planning applications in its district, the Clerk and Cllr Jewell attended an online meeting to understand how the planning process for major applications will now work. The Clerk circulated notes from that meeting to the parish council.

10. HIGHWAYS, FOOTPATHS, TREES, CRIME

10.1. The works to improve the ditches and water flow around Church End are being completed in two phases. Phase 1 between Church End and Canfield Road (Water Hall) was completed in January. Phase 2 between Canfield Road and along the Lower Road in front of Badgers is due to be completed by end of February and Cllrs discussed the best approach to completely these works safely. Cllr Donald commented on the improvements at Church End, and Cllr Knight was thanked by the chairman for his co-ordination of the works.

10.2. Cllr Mackley proposed tree works (minor pruning and reshaping) at a cost of c.£230 to the tree adjacent to the stocks at Hellmans Cross which is beginning to encroach on adjacent trees and property. This was seconded by Cllr Knight with all in agreement.

11. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

Cllr Mackley updated the meeting on parish plans for the June celebrations which are being co-ordinated by the village hall committee. There are two events planned, a party at the cricket club on Thursday 2nd June in support of the beacon lighting, a band is booked and there will be a hog roast, tickets will be sold for the event at a reduced price. On Sunday there will be a Big Lunch on the cricket club where residents will be invited to bring their picnics.

Cllr Mackley proposed that the parish council applies to Uttlesford for a £700 Jubilee grant to assist with funding for the events and other planned activities, this will be in addition to the £1k allocated by the Parish Council, this was seconded by Cllr Jewell with all in agreement; the Clerk and Cllr Mackley to prepare and submit the application.

District Cllr Driscoll added that the District Cllrs wished to allocate £200 from their grant funding to support the event, the Clerk was asked to formally request this.

12. SPRING LITTER PICK

Cllrs agreed to hold a parish litter pick on Saturday 19th March. The event to be managed by Cllr Knight and to return to the pre-Covid format with residents collecting equipment from the village hall between 9am and 10am.

13. VILLAGE HALL REPORT

13.1. The Clerk updated the meeting on the change of cleaners and Cllrs were delighted that a local resident has taken on this task, the hourly rate paid remains at £15/hr. The meeting noted two cheques issued to the previous cleaners have not been received or returned to the parish council. The Clerk settled the outstanding payment direct and a claim for reimbursement is included in the Clerks expenses.

13.2. It was agreed not to make any amendments to supplementary hall hire guidance pending the lifting of Covid restrictions at the end of this month, carried forward to next meeting.

Signed
Cllr Ginny Barlow, Chair

13.3. The Clerk applied for the omicron Covid grant, however Uttlesford refused the application stating this grant will not be paid to Parish Councils. The Clerk requested assistance from District Cllr Reeve as this is not consistent with payments to other village halls.

13.4. Cllr Mackley proposed the following payments be verified for the month of January 2021; this was seconded by Cllr Jewell with all in agreement.

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent January 2022	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity January 2022	Direct Debit	£ 27.00
Allison Ward - Cleaning November and December, see 13.1	Cheque	£ 180.00
Rural Community Council of Essex – Annual subscription	Cheque	£ 66.00

13.5. The following were received in January 2022; £175 yoga, £25 dog training, £30 private party.

14. FINANCE

14.1 Cllr Jewell proposed the following cheques for approval, this was seconded by Cllr Hepburn with all in agreement.

PAYMENT TO	VALUE
Allison Ward – Parish Clerk salary January 2022	£ 186.46
Fasthosts (Allison Ward expenses) – Domain name renewal village website 2 yrs inc VAT	£ 25.18
Argos (Allison Ward expenses) – Storage box for litter pickers inc VAT	£ 33.95
Function Central (Allison Ward expenses) – Deposit for band at Queen’s Platinum inc VAT	£ 275.00
Hundred Parishes Society – Annual subscription	£ 10.00

14.2 Cllr Donald proposed a grant of £50 to Stansted Airport Watch, this was seconded by Cllr Knight with all in agreement.

14.3 Cllr Mackley proposed an amendment is made to the bank mandate to remove Chris Easter, this was seconded by Cllr Knight with all in agreement.

14.4 Outstanding is the requirement for Cllrs to contact Barclays to activate electronic banking.

15. ITEMS FOR THE NEXT AGENDA

- a. Annual review of parish council policies.
- b. Tenders for 2022.
- c. Appoint Cllrs

16. **DATE OF NEXT MEETING** is Monday 14th March 2022 at 8pm in the village hall.

TIME AND CLOSE OF MEETING 9.40pm