

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
held in the Church Hall Monday 8th July 2013

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

3 Members of the Public (8.00pm to 8.20pm)

1. APOLOGIES FOR ABSENCE were received from Cllr Keir Donald and accepted by the Parish Council.
2. DECLARATION OF INTERESTS FOR THIS MEETING

Cllr Easter declared a non pecuniary interest in agenda item 8 as landlord of Foxley Joinery.

3. PUBLIC FORUM

Ashfields Carriage and Polo Club were in attendance to discuss the National Championships in September. The Parish Council suggested the main concern of the parish is the size of vehicles and volume of traffic. Ashfield confirmed the scale of the event will be similar to that held in May with c.120 entrants expected; larger vehicles will arrive and stay for 3 or 4 days. No issues were raised by the parish as a result of the May event. A question was raised on spectator traffic; Ashfields commented that experience suggests there are not generally large numbers of spectators although they would be welcomed especially from the local community. There was further discussion on the use of marshals, one way traffic, instructions on the website and signage at the end of the driveway directing traffic. The Parish Council asked that notices be placed on the village notice boards and that Ashfields put information of the event in the Autumn newsletter.

A resident raised a question on the widening of the access for Ivory House across Parish Council land at Bullocks Lane. The resident had located a copy of the Deed of Grant between the previous occupants and the Parish Council and a discussion took place on the most sensible way to ensure this is updated to reflect the decision to widen the access. It was suggested a statement and a plan signed by the two parties would be acceptable, see item 13.4.

4. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 10th June 2013 were approved and signed as a true record after the following amendment,

Item 13.1	Aldburys Farm Contracting – Grounds Maintenance	£432.00
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5. DISTRICT and COUNTY COUNCILLORS REPORT - None

Signed
 Jon Sams
 Chairman Parish Council

6. PROGRESS UPDATE

- 6.1. Essex County Council (ECC) has issued guidance on Ash Dieback on public land. A discussion took place on whether assistance is available to private landowners should there be concerns with Ash Dieback and considering its potential to spread locally. Clerk to contact ECC for advice.
- 6.2. Clerk to request a copy of the 2011 census statistics for Great Canfield.
- 6.3. The Parish Council agreed to do an Autumn litter pick on Saturday 30th November 2013. Clerk to include arrangements in the next Great Canfield newsletter.
- 6.4. The Clerk had obtained quotes for the Peace Oak plaque and these were discussed by the Parish Council.

Forefront signs quote £445+vat - To fit to tree stump, circular approx 86cm in diameter and raised approx 25mm from the stump. A 10mm thick clear acrylic with graphics printed underneath. Slightly concave in shape to avoid water pooling. Quote includes Forefront measuring, producing sign and fitting.

Arial Designs Ltd quote £195+carriage+vat – To provide a 3mm aluminium composite sign with a 2mm grp type font. Black text and white background cut to a template to be provided. Excludes fitting.

Cllr Sams proposed, Cllr Easter seconded with all in agreement that the Parish Council purchases the Peace Oak sign from Forefront signs. Clerk to issue wording to Cllrs for final agreement before the order is placed. This will be funded from the New Homes Bonus 2011/12.

Clerk to discuss the purchase of a time capsule c.£100 with Cllr Donald.

- 6.5. There is no further progress on the request for the Parish Council to take over verge cutting from Essex County Council, (ECC), Clerk to speak to District and County Cllrs for assistance. Complaints have been received by Cllrs on the state of the recent verge cutting, Clerk to forward information to ECC.
- 6.6. The Clerk has deposited Great Canfield Parish Council minute books from 1956 to 1995 with the Essex Records Office, Clerk to sign 'Agreement for the Custody of Records' on behalf of the Parish Council.
- 6.7. A request has been received from a resident asking that a note be placed in the newsletter requesting that directional signs for personal events be removed after the event. Clerk to arrange.

7. CORRESPONDENCE TO NOTE

It was agreed that the Parish Council would take part in the Winter Salt Scheme, however no salt delivery is required for this year as stocks remain from last year. Clerk to respond

Signed
Jon Sams
Chairman Parish Council

8. POLE FOR BEACON

The Clerk had obtained an additional quote for the beacon pole. E O Burton quote £280+vat for a 13ft 8x8 machined green oak. This is identical to the quote from Foxley Joinery.

Cllr Mackley proposed, Cllr Barlow seconded with all in favour that the pole for the beacon be purchased from Foxley Joinery, Cllr Easter to arrange. Clerk to discuss with Forefront signs the cost of a plaque.

District Cllr Jones has confirmed funds are available from the New Homes Bonus to cover the total cost of the purchase and installation, Clerk to arrange.

9. ALLOTMENTS

Cllr Donald had confirmed no further information has been received and he will chase for a response.

10. QUARTERLY UPDATE FROM GREAT CANFIELD COMMUNITY TRUST

Cllr Sams updated the meeting and confirmed that a lease has now been agreed with the Parochial Church Council. Current intentions are that this will be signed and the Community Trust will take over the running of the hall from the beginning of September. Initially a management committee will run the hall with an additional activities committee whose sole purpose is to raise funds. A meeting is being planned at which the community will be invited and asked to get involved.

11. QUARTERLY UPDATE GREAT CANFIELD COMMUNITY ACTIVITIES

Continuing from item 10, a Griffin Inn night is planned for 21st September with the Harvest Festival and lunch on the Sunday. It has yet to be agreed how the community activities function, currently a committee of the Parish Council, will be affected once the lease has been signed.

12. REPRESENTATIVES REPORTS

12.1. Footpaths, Byways, Bridleways and Greens

12.1.1. Footpath 20 which runs from Bacons towards the boundary with High Roding where it becomes footpath 3 has been 'cropped' by the landowner, Clerk to report to Highways.

12.2. Highways

12.2.1. Cllr Mackley provided the Parish Council with a copy of 'Guidelines for Acceptance of Obstructions Placed on Verges by Frontagers'. This is dated 1993, Clerk to confirm if this is the latest information before putting information in the newsletter and forwarding to residents as necessary. The Clerk has received a complaint re obstructions on verges along Bacon End from a non resident, Clerk to update on action taken.

Signed
Jon Sams
Chairman Parish Council

12.2.2. Cllr Mackley requested an e-mail be circulated to residents advising them of electricity works at Bacon End on 16 July and the resultant difficulties this will cause as the road will not be closed for the duration of the work, Clerk to circulate.

12.2.3. The Clerk has spoken to Highways re the road narrowing signs and traffic cones on the bridge across the stream at Canfield Road leading from the B184. These are in place due to erosion of the bridge supports. Highways confirm this repair remains on the list to be actioned and a design for repair is pending. The current estimate is the repair should be completed by the end of 2013.

12.3. Crime Prevention/Neighbourhood Watch – Nothing to report.

12.4. Tree Warden – Nothing to report.

13. PLANNING

13.1. Applications/Decision

APPLICATION

None

DECISIONS

APPL No.	UTT/13/1257/HHF
DEVELOPMENT	Erection of single storey rear extensions
LOCATION	The Vale, Great Canfield Road
DECISION	Conditional Approval

13.2 The Parish Council has submitted an additional response to the Planning Inspectorate for application UTT/12/5809/FUL, Land North of Bullocks Lane. Clerk to circulate final submission to all Cllrs. No further action is required at this stage.

13.3 The objection submitted by the Parish Council for the right of way for Weardale, Bullocks Lane was rejected by the Land Registry. This notice was circulated to Cllrs with an additional opportunity to submit further comments by 1 July. No additional comments were submitted and the Land Registry has confirmed that the right of way has been granted. No further action.

A discussion took place on the date of registration of the Parish Council land which the Clerk reported as 1999. Cllr Sams suggested documentation contained in the files was from 1960's. Clerk to verify for Bullocks Lane, Green Street and Church End and pass files to Cllr Sams.

13.4 The Clerk confirmed a deed of grant for a right of way across the Parish Council owned land already exists for Ivory House, Bullocks Lane. As discussed in the public forum Cllr Barlow proposed, Cllr Sams seconded with all in favour that the residents produce a statement together with a plan that both the applicant and Parish Councils signs.

Signed
Jon Sams
Chairman Parish Council

13.5 It was proposed by Cllr Sams, seconded by Cllr Barlow with all in agreement that any planning applications which require a response before the next Parish Council meeting will be considered by Cllrs with planning responsibility, Cllrs Barlow, Donald and Kellerman. If any concerns or potential objections are identified these will be raised with other Cllrs and a decision taken on whether to call an Extraordinary Meeting to agree a response.

13.6 Crumps Farm – Nothing to report.

13.7 Enforcement – Nothing to report.

14. FINANCE

14.1. Cheques Approved for Payment

Allison Ward - Parish Clerk – June 2013	£ 163.59
Great Canfield PCC – Hall hire April to June 2013	£ 81.00
Rural Community Council of Essex - Annual Subscription inc vat	£ 48.00

14.2 The quarterly accounts for April to June 2013 were presented by the Clerk and accepted by the Parish Council.

The Bank Reconciliation showing a cash book balance of £7,680.17 including the Community Activities Account was presented by the Clerk, signed by Cllr Sams and accepted by the Parish Council

15. ITEMS FOR THE NEXT AGENDA

16. DATE OF THE NEXT MEETING – Monday 9th September 2013

17. TIME AND CLOSE OF MEETING – 9.55pm.

ALLISON WARD

Parish Clerk 01245 231798

Signed
Jon Sams
Chairman Parish Council