

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 8<sup>th</sup> July 2019

Present: Cllrs, Ginny Barlow, Keir Donald, Chris Easter, Jenny Jewell, Michael Knight, Robert Mackley (chairman) and the Clerk Allison Ward

District Cllr Neil Reeve (arriving after agenda item 8)

1 Member of the public (leaving after agenda item 3)

1. APOLOGIES FOR ABSENCE were received from Cllr Stuart Hepburn and accepted by the Parish Council.
2. DECLARATION OF INTERESTS FOR THIS MEETING – None
3. PUBLIC FORUM

A resident who had recently purchased Champneys outlined plans for restoring the property in line with the submitted listed building planning application and in order to bring the property up to a modern standard. The resident went on to ask the Parish Council to consider granting an amendment to the existing easement allowing for a double width driveway in order that a vehicle can be taken off the road; the current easement only permits a single width access to the existing garage. The current planning application includes this request and there are existing gates, although unused for some time, adjacent to the garage. Cllr Mackley confirmed the Parish Council had previously agreed a double width access, see February 2019 minutes, however the applicant at that time had not wanted to pursue this and instead asked for only a single access. Cllr Mackley went on to confirm as this had previously been a decision of the Parish Council and given there was no new information to suggest they reconsider, that the Clerk is asked to draw up an Easement to widen the access, the sum due to the Parish Council is £1,000 with any Parish Council legal fees being met by the resident.

*1 resident leaves the meeting.*

4. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 10<sup>th</sup> June 2019, were proposed by Cllr Mackley as a true and correct record, this was seconded by Cllr Easter with all in agreement; the Chairman signed the minutes.
5. COUNTY AND DISTRICT CLLRS REPORT – District Cllr Geof Driscoll sent apologies to the meeting. District Cllr Neil Reeve sent notification that he would be late to the meeting and his report is included after agenda item 8.
6. PROGRESS UPDATE & CORRESPONDENCE TO NOTE

6.1. The Parish Council agreed not to view the plans for land south of Canfield Park Cottage prior to them being submitted to Uttlesford.

7. PLANNING

7.1. Applications

Application No	UTT/19/1365/FUL
Development	Demolition of existing barn and erection of 1 no dwelling with detached garage
Location	Barn Rear Of Canfield Nursery Bullocks Lane

Cllr Easter proposed that the Parish Council has no objection to this application, this was seconded by Cllr Knight with all in agreement.

Signed  
 Robert Mackley (Chairman Parish Council)

Application No	UTT/19/1449/LB
Development	Replacement of rotten timber sole plate including hacking off and renewing of external render and internal plaster alongside associated replacement of rotten timber frame where required. Re-wiring the property to conform with current regulations. Internal works to remove ground floor bathroom, creation of ground floor wet room and first floor en-suite including removal of and insertion of internal partitions and creation of internal doorways. Blocking up external door and formation of new window. Frosting to existing window. Addition of velux window.)
Location	Champneys Green Street

Cllr Jewell proposed that the Parish Council has no objection to this application, this was seconded by Cllr Easter with all in agreement.

Application No	UTT/19/1505/HHF
Development	Creation of outbuilding for storage purposes associated to equine equipment and ground maintenance machinery.
Location	Haydens End, Green Street

The Parish Council noted that the proposed location plan does not show the current buildings at the site, the Clerk has contacted Uttlesford to request an accurate proposed plan of the site. There is no layout plan for the building and it is assumed this is as per previous applications.

Cllr Barlow proposed that the Parish Council objects to this application for the following reasons.

- a. Previous applications have stated horses could no longer be accommodated; there is no information supplied with this application to suggest this position has changed.
- b. The scale and design of the building will have a detrimental impact upon the character and appearance of the surrounding countryside, the existing street scene and the existing house, S7 and GEN2.
- c. Impact on setting of adjoining listed building, ENV2.
- d. The design of the building, including the large glass windows and external staircase do not appear to support the use proposed.

## 7.2 Decisions

Application No	UTT/19/1067/OP
Development	Outline application, with all matters reserved except for access, for the erection of 4 no. dwelling Houses
Location	Land North of Lavenhams, Great Canfield Road
Decision	Refused

7.3 Following a written appeal the Planning Inspector has dismissed the appeal for 5 new homes on land adjacent to Sandhurst, application reference UTT/18/1516/OP.

## 8. WW1 COMMEMORATION CLOCK

The clock to commemorate 100 years since the end of WW1 is now in situ in the village hall. The cost of £156 is covered by the grant from the Stansted Community Trust for WW1 centenary memorials and the grant balance of £44 will be used to fund a plaque. The Parish Council suggested wording for an A5 size, perspex plaque. Clerk to progress.

*District Cllr Neil Reeve arrives and at the invitation of the Chairman updated the meeting on District Cllr matters.*

## 5. COUNTY AND DISTRICT CLLRS REPORT

District Cllr Reeve made the following three points in relation to the District Council,

1. Stansted Airport - the Planning application to increase passenger numbers has been referred back to the Planning Committee to see if there are any material changes since the application was discussed in November 2018, e.g. the pledge from the government to make the UK completely carbon neutral economy by 2050. If it is determined that there are not sufficient changes, then the section 106 agreement will still be reviewed by the Planning Committee.
2. Local Plan – the new Council decided to let The Plan continue and last week was the start of the Planning Inspectors review. The logic of the new council is not to say The Plan, is perfect, but to recognise that if The Plan is withdrawn at this stage it would not be in the best interests of Uttlesford residents. It is very likely we would have to start again, incur significant more costs and the target for numbers of new houses is likely to increase. Getting an approved plan remains a priority to best protect the interests of Uttlesford residents and to prevent speculative developers building housing in locations not supported by any plan.
3. Prioritising everything else - R4U brainstormed 140 things that we would like to see fixed, we are in the process of prioritising an achievable number of these, primarily lined into the manifesto.

Cllr Reeve reminded the meeting that he has a £2k budget available to award grants to local groups and would welcome any applications.

Cllr Mackley confirmed the Parish Council would like to meet with District Cllrs to share their experiences of the current planning process and being a Rule 6 party in the Gladman appeal. District Cllr Reeve confirmed R4U would welcome that sort of review and reminded the meeting that District Cllr Gerrard has the portfolio for Residents & Community Partnerships and would be a useful contact to share the information with as he will be able to build a district wide picture. Cllr Reeve went on to say the new administration are a group of individuals where a number have or have had Parish Council responsibilities and so understand the frustrations and want to do something to change the process, it may or may not be possible but that is the ambition.

9. GREAT CANFIELD VILLAGE WEBSITE – There are no further issues and the site is operating effectively.

## 10. INDEPENDENT EXAMINERS REPORT

The Annual Accounts and Governance Report for 2018/19 was reviewed by the independent examiner and the following points are brought to the attention of the Parish Council.

- a. To note, the requirement in the financial regulations for the cheque stubs to be completed and initialled by those authorising payments and any void cheques to be retained.
- b. Parish Councils funds are not held on deposit and therefore no interest is accruing. The Clerk confirmed there are limited options for opening Parish Council savings account. The Cambridge Building Society is offering 0.25% interest; terms and conditions relating to how the account is managed were highlighted by the Clerk. Cllr Mackley proposed that the Parish Council opens a savings account with the Cambridge Building Society and that the current bank signatories, Cllr Hepburn, Cllr Knight and Cllr Easter are cheque signatories on the account. The account to be opened in line with existing standing orders and financial regulations. This was seconded by Cllr Knight with all in agreement.
- c. Cllr Mackley proposed that the Parish Council retrospectively approves the allocation of the £275 grant made to the village hall for the wifi contract, to the easement budget. This was seconded by Cllr Knight with all in agreement.

## 11. REPRESENTATIVES REPORTS

### 11.1. Footpaths, Byways, Bridleways and Greens

- 11.1.1. The Clerk had circulated information from Takeley Parish Council on how they were successful in changing the status of a byway to a bridleway. There are two pieces of legislation that can be use; Highways Act 1980 section 116, the advice suggests this is costly and extremely unlikely to be successful. Takeley Parish Council used legislation under the Town and Country Planning Act 1990, section 249. This is again difficult and requires evidence that the change is necessary to ‘approve the amenity of the area’.

Signed  
Robert Mackley (Chairman Parish Council)

The District Council is responsible under the Town and Country Planning Act legislation and the Clerk was asked to write to Uttlesford setting out its request.

- 11.1.2. It was suggested that sat nav for lorries is different to cars and it is worth checking that the local byways are correctly noted as unsuitable; Clerk to contact District Cllr Driscoll for assistance.

## 11.2. Highways

- 11.2.1. Essex Highways has confirmed that Green Street was removed from the list for micro surfacing due to a change in priorities to focus on more urban local roads. Therefore, at the moment there are no plans to undertake any micro surfacing in Green Street, Great Canfield. The Parish Council is extremely disappointed with this decision.

- 11.2.2. Essex Highways has confirmed a road closure at High Cross Lane, Little Canfield from 8<sup>th</sup> to 15<sup>th</sup> August for micro surfacing'

- 11.2.3. Cllr Mackley and a resident attended a meeting of the Uttlesford Highway Panel on 12<sup>th</sup> June to put forward the issues raised in the public forum of the June meeting in relation to traffic and speed limit issues in Bacon End. As a result of the meeting, the Parish Council is awaiting feedback from Essex Highways on possible solutions to the concerns,

- 11.2.4. Verge cutting, Cllr Mackley asked that a vote of thanks be recorded to the local farmers who have cut the verges to ensure safety around the parish. The Clerk was asked to chase Essex Highways for a date on when the verges would be cut as part of the Essex Highways programme.

- 11.3. Crime Prevention/Neighbourhood Watch – Nothing to report.

- 11.4. Tree Warden – Nothing to report

## 12. FINANCE

- 12.1. Cllr Mackley proposed the following payments be authorised, this was seconded by Cllr Jewell with all in agreement.

<b><i>PAYMENT TO</i></b>	<b><i>VALUE</i></b>
Allison Ward - Parish Clerk June 2019	£ 182.82
Aldburys Farm Contracting – Grounds maintenance inc VAT	£ 480.00
Robert Mackley – WW1 Commemorative Clock	£ 155.94
Rural Community Council of Essex – Annual subscription inc VAT	£ 52.80

- 12.2. The VAT refund from 2018/19 of £483.80 has been received.

- 12.3. The Clerk presented the quarterly finances for the period April to June 2019 and these were accepted by the Parish Council. They confirm a cash balance at the end of June of £53,982.

## 13. ITEMS FOR THE NEXT AGENDA – parking on verges

## 14. DATE OF NEXT MEETING Monday 9<sup>th</sup> September 2019 at Great Canfield Village Hall at 8pm.

TIME AND CLOSE OF MEETING 9.40pm

Signed  
Robert Mackley (Chairman Parish Council)