

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held via Zoom on Monday 8th June 2020

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

District Cllr Geof Driscoll
 District Cllr Neil Reeve
 County Cllr Susan Barker (leaving after item 6)

2 residents (leaving after item 6)

1. APOLOGIES FOR ABSENCE were received from Cllr Chris Easter due to work commitments and from Cllr Keir Donald due to family commitments; both apologies were accepted by the Parish Council.
2. DECLARATION OF INTERESTS FOR THIS MEETING – None
3. PUBLIC FORUM - None
4. The MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 11th May 2020 were proposed by Cllr Mackley as a true and correct record, this was seconded by Cllr Hepburn with all in agreement -- as this was a virtual meeting the minutes will be signed by the Chairman at a later date.
5. COUNTY AND DISTRICT CLLRS REPORT

County Cllr Susan Barker confirmed plans were being put in place to reopen libraries across the county from 6th July if government guidance allowed this. Registrars are starting face to face meetings to deal with the back log of birth registrations. Cllr Barker confirmed the surfacing issues for the local byways has now been passed from Essex Highways to the Public Rights of Way team to consider how to address. Cllr Barker reminded the meeting that she has an allocated grant budget from Essex County Council to use in her ward and proposed to make a donation of £500 towards the refurbishment of the village sign; Cllr Mackley thanked Cllr Barker for the proposed donation.

District Cllr Driscoll confirmed that grant fund available to Uttlesford District Cllrs for use in their wards is currently on hold. District Cllr Neil Reeve confirmed the new Local Plan process is slowly progressing and the East of England Local Government Association have been engaged to advise the council on the way forward. Cllr Mackley raised the situation with the recent planning decisions on the waste depot and the potential conflict whereby Uttlesford waste teams preferred site was refused by the Planning Committee, whilst the site at Dunmow and favoured by the local communities was approved by the Planning Committee. Cllr Mackley asked whether Uttlesford will use the approved site and Cllr Reeve responded confirming there is no presumption that Uttlesford would do so. The site at Little Canfield could go to appeal and the decision be overturned and leave two approved waste sites, at this stage there is no definitive plan and work is ongoing.

6. PROGRESS UPDATE & CORRESPONDENCE TO NOTE

The Parish Council is aware that some residents who do not currently have access to fibre broadband and who 'own' the areas in front of their properties, have been contacted by Gigaclear seeking permission to lay fibre optic cables in ducts underground. This is the paperwork part of the process which will eventually enable fibre broadband to all parts of the parish. Gigaclear continue to work to the deadline of end of 2021 for final connections.

With reference to item 11.1 at the May meeting, the Parish Council has been in contact with Essex County Council (ECC) re the Essex Forest Initiative and has forwarded the information it has on land ownership. This has been acknowledged and we await further information from ECC.

The Clerk reported fly-tipping between Bacon End Green and High Cross Lane.

Stop Stansted Expansion has asked residents to forward details on how the reduction in Stansted Airport's operations during Covid 19 lockdown has affected their quality of life. Email responses to be forwarded direct to info@stopstanstedexpansion.com. The email was forwarded to residents on the Parish Council distribution list.

ECC has submitted a bid to the Department for Transport's £20 million Rural Mobility Fund to deliver Demand Responsive Transport services that will focus on connecting the rural area enclosed by the A120/A131/B184/A1060, with existing public

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 Robert Mackley (Chairman Parish Council)

transport services for onward travel. Parish Councils were asked to consider sending a letter of support, however due to short timescales this was not possible. The Clerk sent a short factual response confirming the lack of public transport options in the parish and confirming the Parish Council would be happy to consider promoting any services.

The Chairman prepared an Annual Statement summarising the work of the Parish Council in 2019/20. This has been included in the village newsletter and circulated to residents on the email list with this meeting agenda.

The Inspectors report on the Braintree Local Plan was circulated to the Parish Council. The Inspector does not support the West of Braintree Garden Community which also formed part of the Uttlesford Local Plan.

County Cllr Susan Barker and the residents leave the meeting

7. PLANNING

7.1 Applications

Application No	UTT/20/1221/DFO
Location	Rear of Beresford, Great Canfield Road
Development	Details following outline approval UTT/17/2431/OP for 1 no. dwelling and garage – details of access, appearance, landscaping, layout, and scale.

Cllr Barlow proposed that the Parish Council objects to this application as it is of the view it is contrary to policy S8 which specifically states that ‘development will only be permitted if its appearance protects or enhances the particular character of the part of the countryside within which it is set.’ The Parish Council is pleased to see the height of the proposed development has been reduced to 1.5 storey compared to the previous refused application, however it still considers the bulk of the large window over the entrance to be oversized and not in keeping with the character of neighbouring properties. In addition, the Parish Council notes the large addition adjoined to the property and intended as a swimming pool, this amounts to a footprint of the same size as the property and gives the appearance of a bulky and excessive addition. This was seconded by Cllr Jewell with all in agreement.

Application No	UTT/20/0985/HHF
Location	Pheasant Cottage, Bacon End
Development	Adjustment to position of detached cartlodge (previously approved under planning permission UTT/15/0795/HHF)

Cllr Mackley proposed that the Parish Council makes no comment on this application, this was seconded by Cllr Knight with all in agreement.

7.2 Decisions for information only

Application No	UTT/20/0265/DFO
Location	Land Adj Ashfields Farm Cottages Cuckoo Lane
Development	Details following outline consent UTT/18/3015/OP for the erection of 1 no. dwelling – details of Appearance, Landscaping, Layout and Scale.
Decision	Conditional approval

7.3 Following the approval by the Planning Inspector for the development at Mayrose, a resident has written to the Parish Council expressing frustration with the decision in comparison to previous decisions for new housing in the parish. The Parish Council concluded they share the frustrations and noted the importance of providing copies of all supporting documents in any responses.

7.4 Uttlesford Planning Committee approved the application for a ‘refuse lorry depot, classic car storage and restoration business, flexible office space, enhanced public open space, cycle and pedestrian uses and associated development’ on land east of Braintree Road (B1256), Dunmow.

8. ACCOUNTS FOR YEAR ENDING 2019/20

8.1. The internal auditor has raised the following points for consideration by the Parish Council.

8.1.1. To confirm the decision to allocate £2,000 of the Gladman costs to the general fund and £2,913 to the Easement fund. Cllr Barlow proposed that the Gladman costs for Great Canfield Parish Council of £4,913 be allocated as stated and as presented by the Clerk in the 2019/20 accounts. This was seconded by Cllr Mackley with all in agreement.

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8.1.2. To consider the wifi service cost of £150 which has been allocated to the easement fund and whether this is appropriate. The Parish Council agreed in June 2017 that the easement fund is to be used for ‘protecting Great Canfield and the surrounding countryside from the threat of development, and capital projects in the village that benefit the community of Great Canfield.’ Cllr Hepburn proposed that the £150 wifi service cost in 2019/20 and the service cost from 2018/19, both be moved from the easement fund to the general fund and that the purpose for which the easement fund is used remains unchanged. This was seconded by Cllr Jewell with all in agreement.

8.1.3. The Clerk had estimated the write-off for litter pickers and hi viz jackets from the Parish Council asset register. Cllr Knight confirmed the Parish Council was in possession of 13 hi-viz jackets and 9 litter pickers; the Clerk will re-work the asset register and valuation based on these numbers.

Cllr Hepburn raised a question on why the asset register contained a number of small value items that could be treated as revenue expenditure. The Clerk will provide a paper on the requirements of a local authority asset register and associated accounting, for future consideration.

8.1.4. The Parish Council noted the action to open a savings account to hold the easement fund had not been actioned and the Clerk was directed to complete this at the earliest opportunity. They also noted the possibility of claiming the VAT on postage via the Clerk’s expenses and the 3p discrepancy on the bank reconciliation; the Clerk was asked to consider both points.

9. REPAINTING THE VILLAGE SIGN

This will be carried forward to the July meeting, only one of three quotes have been received.

10. HIGHWAYS, FOOTPATHS, TREES, CRIME

10.1. Cllr Mackley commented on the markings along Green Street suggesting works to repair and carry out micro-surfacing were imminent.

10.2. It was noted that Gigaclear would need to dig up verges and/or highway to lay fibre cables. District Cllr Driscoll commented that they need to be aware of special verges along Green Street. The Clerk was asked to verify if there were any special verges in the parish.

10.3. Cllr Mackley thanked the local landowners for their efforts in keeping the footpaths, bridleways and byways in the parish clear and accessible to users.

10.4. The Parish Council noted recent crime in the village and Cllr Mackley asked that an item be added to the next agenda to discuss crime prevention.

11. FINANCE

11.1. Cllr Hepburn proposed the following payments be authorised; this was seconded by Cllr Knight with all in agreement.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk salary May 2020 and expenses	£ 178.46
Information Commissioners Office – Annual subscription	£ 40.00
Aldbury Farm Contracting – Grounds maintenance inc vat	£ 480.00

11.2 The 2019/20 VAT reclaim of £3,056 has been received.

12. ITEMS FOR THE NEXT AGENDA – Repainting the village sign, crime prevention.

13. DATE OF NEXT MEETING is Monday 13th July at 8pm, the meeting will be held via Zoom.

TIME AND CLOSE OF MEETING 9.20pm

Signed
Robert Mackley (Chairman Parish Council)