

GREAT CANFIELD PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
 held in the Village Hall Monday 9th June 2014

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

2 Members of the Public (8.00pm to 8.50pm)

1. APOLOGIES FOR ABSENCE were received from Cllr Virginia Barlow and Cllr Keir Donald and accepted by the Parish Council.
2. DECLARATIONS OF INTERESTS FOR THIS MEETING - None
3. PUBLIC FORUM

A question was asked on whether the Parish Council had any further information on any planned development on the Canfield Nursery site or the land north of Bullocks Lane which was refused permission for a traveller site. The Parish Council confirmed it has received no information on Canfield Nursery since the planning application was withdrawn by the applicant in April 2013 and there is nothing further on the site at Bullocks Lane.

A resident commented on the item raised in the public forum of the May 2014 meeting re the suggestion of planting trees along Bullocks Lane. A discussion took place and it is noted that a number of residents cut the area in front of their properties and trees may make this more difficult. There are trees inside the boundaries on the north side of Bullocks Lane and there is a view that some prefer the open space of the village green. The item was discussed further under 6.3.

4. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 12th May2014 were approved and signed by Cllr Sams as a true record.
5. DISTRICT AND COUNTY COUNCILLORS REPORT – Apologies were received from District Cllr Cheetham.
6. PROGRESS UPDATE – *Clerk*
 - 6.1. There is no further information on the repair to Hope End triangle and verge, Cllr Donald to update at next meeting.
 - 6.2. There is nothing further to report on allotments this month.
 - 6.3. Cllr Sams proposed, Cllr Mackley seconded with all in favour that the Parish Council completes a survey of residents along both sides of Bullocks Lane asking their views on planting trees at equal distance along the village green, similar to the trees planted along Green Street. Clerk to prepare survey.

7. CORRESPONDENCE TO NOTE

- 7.1. Cllr Kellerman is available to attend the next Stop Stansted Expansion Parish Council Liaison meeting at Hatfield Heath on Thursday 17th July.

Signed
 Jon Sams (Chairman Parish Council)

8. NEW NOTICEBOARD

Quotes are pending for a new notice board at Hope End to include the village map.

The notice boards in particular at Helmans and Church End are very 'green' and in need of a clean, Clerk to arrange.

9. REPRESENTATIVES REPORTS:-

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

9.2. Highways/Road Safety

9.2.1. Confirmation a formal request to consider reducing the speed limit through Bacon End to 30mph has been submitted to Uttlesford Local Highways Panel. Their meeting is scheduled for 12th June.

9.2.2. Cllr Mackley confirmed he had seen and spoken with a member of Highways who was inspecting and assessing the logs submitted by the Parish Council re pot holes and line marking. No dates are available for when the work will be completed.

9.2.3. Clerk to write to Jamie Perry thanking him for voluntarily cutting some of the verges along Green Street. Verge cutting remains the responsibility of Highways and the Parish Council has no say on when the verges are cut. A discussion took place on the continuing frustrations with Essex Highways management of verge cutting in the village, Clerk to request information from Essex Highways on who has the sub-contract for verge cutting in the parish.

9.3. Crime Prevention/Neighbourhood Watch – Notification received from Cllr Kellerman during the month re shed break-ins was circulated via the e-mail distribution list.

9.4. Tree Warden – reference item 15.4 at May 2014, tree is still leaning Clerk to chase.

10. PLANNING

10.1. Applications

| | |
|-------------|--|
| APPL No | UTT/14/1538/CLP |
| DEVELOPMENT | Single storey side and rear extensions |
| LOCATION | Taw, Great Canfield Road |

This is an application for a certificate of lawfulness and therefore not open to comment from the Parish Council or public.

10.2. Decisions - None

10.3. Cllr Barlow had circulated the draft response to Uttlesford on the decision not to pursue an enforcement against Ashfields Carriage and Polo Club due to lapse of time. After a minor amendment to the wording under 'Planning Law' the letter was agreed by the Parish Council; Clerk to forward to Nigel Brown.

Signed
Jon Sams (Chairman Parish Council)

District Cllr Cheetham has suggested a meeting between the Director of Public Services and the Parish Council to discuss the concerns. The Clerk has chased for a date however at this stage Uttlesford's investigations re Ashfields are on-going and a meeting will not be confirmed until the questions can be answered.

- 10.4. The Parish Council submitted a response to the Local Plan consultation in support of the process and soundness of the plan.

11. FINANCE

- 11.1. Cheques for Approval

| <i>PAYMENT TO</i> | <i>VALUE</i> |
|--|---------------------|
| Allison Ward - Parish Clerk May 2014 | £165.11 |
| The Information Commissioner – Annual Subscription for Data Protection | £35.00 |

2 residents leave

- 11.2. Two points of clarity were raised during the Internal Audit and presented by the Clerk. The Parish Council approved as follows:

- a) A payment from the Community Activities Account of £1,450 was made to the Great Canfield Community Trust on 29.11.13. This was prior to the transfer of this account to the Community Trust, (01.12.13) and therefore the payment requires authorisation from the Parish Council. Cllr Sams proposed, Cllr Easter seconded with all in agreement that retrospective authorisation is given to the transfer of £1,450 to Great Canfield Community Trust.
- b) A payment was made from the Community Activities Account to the Parish Council on 31.01.14; this was the final payment to cover the cost of the fireworks. The Annual Return authorised at the May 2014 meeting, agenda item 12, included this payment as expenditure. The Parish Council produces accounts based on Receipts and Payments method and the Community Activities Account is consolidated as part of the Parish Council accounts up to the point of transfer. As this cheque was issued after the transfer had taken place it should not be included as expenditure in the consolidated accounts, but should be included as income. Cllr Mackley proposed, Cllr Sams seconded with all in agreement that an amendment is made to the Annual Return prior to submission, 'Other Receipts' is revised from £4,834 to £4,934 and 'Other Payments' is revised from £6,781 to £6,881; there is no change to the closing balance or cash position.

12. ITEMS FOR THE NEXT AGENDA – Nothing at this stage in addition to standard updates.

13. DATE OF NEXT MEETING Monday 14th July 2014 at 8pm in the village hall.

14. TIME AND CLOSE OF MEETING 8.55pm

Allison Ward

Parish Clerk 01245 231798

Signed

Jon Sams (Chairman Parish Council)