

**GREAT CANFIELD PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in the Village Hall Monday 9<sup>th</sup> March 2015

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

6 Members of the Public (3 residents leave after item 6)

1. APOLOGIES FOR ABSENCE – None.
2. DECLARATIONS OF INTERESTS FOR THIS MEETING - None
3. PUBLIC FORUM

A resident asked that the minutes of Parish Council meetings are issued earlier as some residents are unable to attend the meetings and are not then aware of relevant issues. The Clerk commented that draft minutes are currently issued with the following month's agenda, Cllr Donald added that the Parish Council would consider the Clerk's workload and whether this was feasible.

A resident commented that had a District Cllr been present they wished to raise their disappointment with the failure to get an updated local plan in place.

A discussion took place on planning application UTT/15/0404/FUL, residents pointed out that a previous application for four homes on this site had been refused by Uttlesford due to access to the lane and unacceptable traffic levels. If this application to increase the number of homes to five was allowed it would undermine previous decisions and good planning. Cllr Green commented that Highways had responded to the application confirming the lane is a private lane and that the access route was suitable, Cllr Green asked for resident's views on this response. It was confirmed there are passing places although on occasions vehicles have to reverse out of the lane onto the Highway to allow others to pass. Ownership is unknown, there are some disputes over access routes, and the maintenance of the lane is the responsibility of residents as stated in their deeds, the intention is to relay the lane once all building works are completed. The applicant was in attendance and when asked by Cllrs confirmed he had been approached by Uttlesford District Council to consider putting in an application for additional pitches on this site as part of the Districts travellers and gypsy's 'call for sites'. The applicant went on to confirm, currently the site has planning permission for three pitches and the only reason the additional two have been delayed is due to consideration of this application. A resident commented that the gypsy and traveller site policy document, which considers suitable sites, has not been adopted by Uttlesford and questioned how a decision for two further pitches could be made based on a policy document that is not approved.

4. MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 9<sup>th</sup> February 2015 were approved and signed by Cllr Sams as a true record.
5. DISTRICT AND COUNTY COUNCILLORS REPORT – None
6. PLANNING

6.1. Applications

APPL No	UTT/15/0404/FUL
DEVELOPMENT	Proposed change of use of land for two additional pitches at existing gypsy caravan site.
LOCATION	Tandans Great Canfield Road

Cllr Sams commented on the convincing report produced by Pegasus Group on behalf of local residents which has been submitted to Uttlesford in response to this application. Cllr Barlow proposed that the Parish Council

Signed

Jon Sams (Chairman Parish Council)

objects to this application for reasons as stated in the Pegasus report, impact on the character of the area, increase in traffic and the impact on the access lane and highway safety, this was seconded by Cllr Sams with all in agreement. A further discussion took place on whether this application should have been notified to all residents via the Parish Council distribution list. Residents commented that the VDS suggests this should happen where there is going to be a change or threat to the village; Cllr Sams added that it is very difficult to pick out any single application with appropriate reasons in planning.

APPL No	UTT/15/0429/CLE
DEVELOPMENT	Certificate of lawfulness for existing and continued use of site for industrial/commercial purposes.
LOCATION	Canfield Nursery Bullocks Lane

The Parish Council agreed to make no comment on this application and to leave it to Uttlesford to decide whether to issue a certificate of lawfulness for the existing business.

## 6.2 Decisions

APPL No	UTT/14/3766/HHF
DEVELOPMENT	Proposed two storey side and single storey rear extension and new detached double garage and driveway.
LOCATION	Pheasant Cottage Bacon End Road
DECISION	Refused

6.3 Canfield Nursery, Hope End – Cllr Barlow commented that until the situation with the certificate of lawfulness referred to above is established there is nothing further for the Parish Council to consider. Cllr Barlow confirmed meetings have taken place with the applicant, Parish Council and the District Cllr as agreed at the February Parish Council meeting.

## 7. PROGRESS UPDATE

7.1. Further to discussion at the February meeting the Clerk was asked to contact Highways to see if it is possible to put notices that CCTV cameras operate in the area, on the 'Unsuitable for HGV' signs at the entrances to the village.

7.2. The Clerk continues to chase Essex County Council for any progress on the ownership of land at Hope End and future community use.

## 8. CORRESPONDENCE TO NOTE

8.1. A letter has been received from the Parochial Church Council (PCC) in response to the Parish Councils request for a memorial plaque to Isaac Lodge in the church. Cllr Green agreed to review the questions ask by the PCC and to draft a response for agreement.

## 9. GROUNDS MAINTENANCE CONTRACT

Four requests asking for contractors to tender were issued by the Parish Council and two responses received. Contractor 1 - £750 for cutting the grass and £60 each for the biennial cut of hedges and the cut into ditches. Contractor 2 - £840 for cutting the grass and £210 each for the biennial cut of hedges and the cut into ditches.

Cllr Sams proposed that based on price and the assurance both contractors were capable of carrying out the work, the Parish Council accepts contractor 1 for a three year contract; this was seconded by Cllr Mackley with all in favour. Clerk to contact the two contractors.

Signed  
Jon Sams (Chairman Parish Council)

## 10. COMMUNITY CLEAR UP DAY

It was suggested a village litter pick is carried out on Saturday 18<sup>th</sup> April. Clerk to contact resident with the equipment to determine whether they are available to assist. To confirm at April meeting and notify residents by e-mail if necessary.

## 11. REPRESENTATIVES REPORTS:-

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

11.1.1. Clerk has contacted County Cllr Susan Barker and it awaiting further guidance following the 2014/15 trial on restricted byways in the district, this is with a view to putting in a request for byways 3 and 11.

11.2. Highways/Road Safety

11.2.1. Cllr Easter confirmed the broken man hole at Fitzjohn's has been repaired; Clerk to contact Highways as previous information suggested this was not a Highways priority for 2014/15.

11.2.2. Highways confirmed the broken stile at the junction of footpath 5 and 7 it's not shown as a limitation on the definitive map and is therefore the responsibility of the landowner. Cllr Easter confirmed the landowner has completed the repair.

11.2.3. The ditches close to Water Hall have been cleared by Highways, it is understood this was completed as there are delays to the bridge repair at Canfield Road, Clerk to contact Highways for an update on the current status and to request the verges on the diversion particularly between the B184 and Bacon End are repaired once the works are completed.

11.2.4. Clerk to report pothole opposite Hellmans.

11.3. Crime Prevention/Neighbourhood Watch - Cllr Mackley continues to liaise with Essex Police and to forward relevant information on the investigations to residents via the e-mail distribution list.

11.4. Tree Warden – Essex Arboricultural Consultant has issued a map and confirmed the dead tree at Hellmans Cross is not the responsibility of Highways as they are only responsible for the carriageway at this location, Clerk is chasing for further clarity and assistance in contacting the landowner.

## 12. FINANCE

12.1. Cheques for Approval

<b>PAYMENT TO</b>	<b>VALUE</b>
Allison Ward - Parish Clerk February 2015	£168.47
Allison Ward – Postage 2014/15	£8.85
Website (Annual cost)	£3.60
Great Canfield Community Trust – Hall Hire Jan –March 15	£81.00

## 13. ITEMS FOR THE NEXT AGENDA

13.1. Approval of the Annual Accounts 2014/15.

14. DATE OF NEXT MEETING Monday 13<sup>th</sup> April 2015 at 8pm in the village hall.

15 TIME AND CLOSE OF MEETING 9.20pm

**Allison Ward**  
**Parish Clerk 01245 231798**

Signed

Jon Sams (Chairman Parish Council)