

GREAT CHESTERFORD PARISH COUNCIL

*MINUTES OF A MEETING OF THE GREAT CHESTERFORD PARISH COUNCIL HELD ON
WEDNESDAY 23RD FEBRUARY 2011 AT 7.30PM IN THE
COMMUNITY CENTRE, GREAT CHESTERFORD*

Present: Joanna Francis – Chairman
Tim Fowell
Shirley Clark
Howard Rolfe
Sorrel Gordon-Foxwell
David Hall
Sharon Tricerri
Julie Redfern

Elaine Culling – Clerk

1 member of the public

Action

11/13. Apologies for Absence

All members present.

11/14. Declaration of Interests

To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda.

Cllr Rolfe and **Cllr Redfern** declared themselves as both District Councillors and Custodial Trustees of the Community Centre.

11/15. Co-option of new Councillor

With one candidate it was resolved to co-opt Wassim Mughal onto the Parish Council. He duly signed a Declaration of Acceptance of Office and completed a Register of Members interest form. **UDC** to be advised.

Clerk

11/16. Minutes of the Last Meeting

The **Chairman** signed the minutes of the meeting held on 19th January 2011 as a correct record of events.

11/17. Public Forum

There will be 15 minutes available for Public Forum, if required, and the opportunity for members of the public to register with the Chairman should they wish to speak on a particular agenda item.

No requirement.

11/18. Planning

To consider any comments to be returned to Uttlesford District Council (UDC) on the following applications:

UTT/0091/11/AG. Erection of agricultural building for storage of machinery.

Location. 1 Field Farm, Great Chesterford

Note: the date for submitting any comments has now passed

UTT/0269/11/FUL. Erection of two storey link extension between dwelling and garage, two storey extension to garage and hip to gable end.

Location. Greenview 5 Hagers Close, Great Chesterford.

No objection.

TF

UTT/0216/11/LB. Proposed new door, window and conservation roof light. Internal alterations.

Location. The Cottage Carmel Street, Great Chesterford.

Cllr Redfern declared an interest in this application.

No Comment.

TF

UTT/0293/11/FUL & UTT/0294/11/LB. At the time of publishing the agenda this application had not gone live. However should it become live before the meeting and the plans have been obtained it will be considered.

Location. C of E Primary School, School Street, Great Chesterford.

No Objecton although there were reservations that the design was not suitable, or sympathetic, with the listed building.

TF

Results

UTT/2270/10/FUL. Demolition of entrance porch and erection of single storey front extension.

Location. 2 Spencer Road, Great Chesterford.

Conditional Approval

UTT/2168/10/FUL. Variation of condition C.90A of UTT/1861/08/FUL to read "The annexe (known as Hawthorn House) shall not be occupied at any time other than for purposes ancillary to the use of the dwelling known as Thorpe Lea. At no time shall the annexe be occupied as a separate dwelling house. The use of the structure known as Hawthorn House hereby permitted shall be discontinued on or before 6 December 2013 unless a further consent has been granted by the local planning authority"

Location. Hawthorn House, Great Chesterford.

Conditional Approval

UTT/2364/10/AG. Erection of agricultural building for storage and sheep shelter.

Location. 1 Field Farm, Great Chesterford

Refused - The proposed agricultural building is not permitted development in accordance with Part 6 Class B.1 (d) of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) and the prior approval of the authority will be required to the siting, design and external appearance of the building by way of a formal planning application to the Council.

UTT/2109/10/FUL. Demolition of dwelling and erection of 3 No. dwellings as approved with revised scheme of parking to the earlier refused scheme ref UTT/0593/10/FUL.

Location. 5 London Road, Great Chesterford.

Refused - The proposed development is unacceptable because it would result in inadequate parking provision. Parking bays of adequate size and circulation are fundamental here because of minimal parking provision. Unusable parking spaces are likely to cause parking nuisance elsewhere and disturbance to neighbouring properties. Furthermore, the layout removes storage space for bins and it is unclear

how this can be resolved so that the location of storage is convenient for collection and preserves visual amenity. The proposal is therefore contrary to Policies GEN2 and GEN8 of the Uttlesford Local Plan adopted 2005.

Appeals

APP/C1570/E/11/2143835/WF

To consider whether to withdraw or modify our earlier comments in any way or submit any further comments.

UTT/1020/10/FUL & UTT/1021/10/LB

Erection of rear conservatory and internal alterations.

Location. Hazeldene House, Carmen Street, Great Chesterford.

Comment originally submitted was: No Comment

It was agreed that no further comment was required.

11/19. Community Centre Governance – report circulated

To consider whether to agree in principle, based on the draft updated Trust Deed as circulated, the Parish Council becoming the Custodian Trustee of the Community Centre.

It was resolved to agree to this in principle.

JF

11/20. Finance – schedule of cheques circulated

To consider using the remaining 2010-2011 Community Centre grant to directly fund the cost of their replacement boiler.

It was agreed to use the remaining grant to directly purchase the new boiler.

JF/Clerk

To ratify the change of format for the end of year accounts from an income & expenditure basis to a receipts & payments basis. (Management accounts will continue to be produced on an income expenditure basis.)

This was agreed.

Clerk

To note the schedule of cheque payments since previous meeting.

*To agree and sign the new Bank Mandate, removing Susan Ross as a signatory and adding **Cllr Hall***

The new mandate was agreed and signed, and will now be submitted to the Council's Bank.

Clerk

11/21. Civic Amenity Scheme

To agree the number of skips to be requested for the year and their location in the village.

Cost per skip remains the same in 2011 - £97 per half day, £194 per full day and £388 per weekend.

It was agreed that 5 half day skips be requested, alternating between Meadow Road and Horse River Green.

Clerk

11/22. PCC Bulb Planting Scheme

To agree whether to support the planting of daffodils, on Saturday 15th October 2011, alongside the path across the fields between Great and Little Chesterford, as proposed by the Parochial Church Council of Great Chesterford.

It was agreed to support this scheme and to ask the PCC to consider at the same time, with the consent of the landowner, the planting of some trees in order to

connect the existing tree line and the installation of a replacement bench mid-way along the path.

Clerk

With respect to the trees **Cllr Rolfe** was confident that a grant would be available and **Cllr Gordon-Foxwell** agreed to look for a grant for the bench.

SGF

11/23. Recreation Ground

To discuss the issue of persistent digging adjacent to the flood defence ditch and agree what action if any needs to be taken.

It was agreed that information regarding the purpose of the ditch should be placed in the Chesterford Broadsheet, and that this information should also be passed onto the Youth Club/village Youth Reps. It was also agreed that suitable signage, stating the purpose of the ditch, should be erected close by.

JF/Clerk

Cllr Rolfe raised concern about the condition of the ditch between Newmarket Road and the River Cam, and also behind Meadow Road.

Cllr Fowell agreed to walk the ditches in order to assess their condition and will advise both the **Chairman** and **Clerk**.

TF

Depending on the result of the inspection, the **Clerk** to contact **UDC** to ask that they clear the ditch behind Meadow Road; the **Chairman** to contact the landowner again.

JF/Clerk

To receive an update regarding fundraising for new Play Area equipment.

Cllr Gordon-Foxwell reported that following recent success in securing a grant of £10,000 from the Essex County Council Community Initiatives Fund, total funds secured now stood at £14,500. It was felt that rather than wait for all the required funding to be in place, it was better to proceed with the purchase and installation of some of the equipment now.

SGF

A decision regarding the stage 2 lottery application for the updating of the Multi-Sports area is still awaited.

11/24. Matters Arising/Items for Information:

1. 11/07. Recreation Ground – Scout/Bowls Club leases

Cllr Hall/Clerk to report on any progress

Copies of death certificates are in the process of being obtained. These will then be passed onto the solicitors to enable them to proceed with the Deed of Appointment.

DH/Clerk

2. 11/08. Annual Village Meeting

To report on progress with arrangements/finalise details.

Affordable Housing - Hastoe are to attend in order to talk about the Scheme for the village.

Community Centre (CC) - Charles Gjertson is to attend in order to appeal for volunteers to join/support the CC Management Committee and the **Chairman** to talk about the anticipated changes to the CC Custodian Trustee.

Village School – representatives are to attend in order to talk about the proposed change to Academy Status.

Youth Club – representatives are to attend in order to talk about their work.

With regard to the other proposed topics it was agreed to group these together under the heading PC update.

JF

3. 11/09. Essex Local Transport Plan

Cllr Hall to confirm completion of the questionnaire on behalf of the Council.
Confirmed.

4. **10/133. Allotments.**

Cllr Tricerri is to attend the forthcoming Allotments Day course in Great Dunmow.

Following attendance a firm proposal will be produced with which to approach local landowners.

ST

5. **10/88. Emergency Plan**

Cllr Clark/Clerk to report on progress regarding completion.

This will be ready for consideration in time for the next meeting.

SC

6. **10/57. Planning – Affordable Housing**

Cllr Fowell/Cllr Redfern/Chairman to provide any update.

With a site now secured a meeting with Hastoe to discuss the next step has been arranged for Tuesday 8th March.

It was agreed that this was the right time to look again into the possibility of a footpath linking Granta Close to Horse River Green/Manor Lane.

JF

7. **10/22. Community Speed Watch**

Cllr Fowell to provide any update.

Nothing to report.

TF/Clerk

8. **10/79. Matters for Further Discussion - 20mph limit**

Cllr Rolfe to provide any update regarding the proposed exclusion of most of Jacksons Lane and its adjoining roads from this scheme.

Nothing to report.

HR

9. **10/153. Matters for Further Discussion – UDC Big Clean Up**

Cllr Redfern to report on progress with arrangements.

Posters promoting the event are now up around the village and also on the website. It was agreed to ask Youth Club to do the area around the Skate Park and to write to Railtrack to ask that they clear the banks adjacent to the tracks.

Cllr Redfern asked that if a letter was to be written to Railtrack that a request for a real-time display for the station be included. This was agreed.

JF/Clerk

10. **Community Centre update**

The Chairman to provide an update on progress against the development plan.

A job advert for the new role has been placed in the local paper and on the village website. They have also appointed a new Treasurer.

11/25. Matters for Further Discussion*

For Councillors to raise any items that may need to be discussed at a future meeting.

Cllr Rolfe raised the issue of mud being left on the pavements between the Village School and its playing field as a result of the pupils not changing out of their muddy boots between sites. It was agreed that a letter should be sent to the Head of the School to ask that they take preventative measures, for example changing out of their boots before leaving the sports field.

Clerk

Cllr Redfern reported that following the meeting with the Village Shop a letter has been prepared, which once finalised will go out to all households in the village.

Cllr Redfern left the meeting at this point (9.25pm)

Cllr Hall raised concern about the likely effect of cuts to local bus subsidies, by Cambridgeshire County Council, on the village Citi7 service. The **Clerk** having contacted Essex County Council on this matter had been assured that there are no planned changes yet although that may alter before the end of the year. However 56 days notice will be given to enable proper consultation.

Cllr Tricerri reported that the residents of Pilgrim Close hoped to hold a Street Party to celebrate the forthcoming Royal Wedding. The organisers have been made aware of the need to apply for any road closures and to contact the Parish Council for use of the Play Area.

The **Chairman** asked members how they wished to deal with those requests for a donation recently received from 2 local organisations. It was agreed that all requests will be considered at the October meeting. A letter to this effect will be sent to all applicants. **Clerk**

Following receipt of the paperwork from UDC regarding the Community Project Grant Scheme 2011/2012 it was agreed that three applications be submitted as follows:

- 1. for some new benches, **SGF**
- 2. for replacement lighting in the Community Centre car park, **Clerk**
- 3. for some new play equipment. **SGF**

To agree attendance at the forthcoming North Uttlesford Community Forum due to take place on Thursday 3rd March 2011 at the District Council Offices in Saffron Walden commencing at 7.30pm.

The **Chairman** will attend this on behalf of the Parish Council.

11/26. Date of Next Meeting

The next meeting of the Parish Council will be held on Wednesday 6th April 2011 commencing at 7.30pm in the Community Centre.

Meeting Closed at 9.35pm

Signed (Chairman).....

Date: 6th April 2011