

## GREAT CHESTERFORD PARISH COUNCIL

*MINUTES OF A MEETING OF THE GREAT CHESTERFORD PARISH COUNCIL HELD ON  
WEDNESDAY 12<sup>TH</sup> OCTOBER 2011 AT 7.30PM IN THE  
COMMUNITY CENTRE, GREAT CHESTERFORD*

**Present:** Joanna Francis  
Howard Rolfe  
Julie Redfern  
Tim Fowell  
Sharon Tricerri  
Sorrel Gordon-Foxwell  
David Hall  
Wazz Mughal – from 7.45pm

Elaine Culling – Clerk  
5 members of the public  
Isabella Warren - Chesterford Station Adopter  
Andrew Yarwood - Newport Parish Council

### Action

#### 11/120. Apologies for Absence

All members present.

#### 11/121. Declaration of Interests

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

The **Chairman** declared a prejudicial interest in item **11/128. Community Centre**

**Cllr Tricerri** declared an interest in item **11/137. Matters Arising/Items for Information.**

**Cllr Rolfe** and **Cllr Redfern** declared themselves as District Councillors

#### 11/122. Minutes of the Last Meetings

The **Chairman** signed the minutes of the meeting held on 7th September 2011 as a correct record of events.

The **Chairman** signed the minutes of the extraordinary meeting held on 14th September 2011 as a correct record of events.

#### 11/123. 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.*

Isabella Warren had attended the meeting in order to provide an update since taking on the role of Station Adopter at Great Chesterford Railway Station. The main points were as follows:

- Another volunteer has come forward to assist her
- They intend to create a garden on the patch of grass by the ticket office

- They require help with the design and volunteers to do the manual work involved
- An idea to improve the look of the station is to have a large village picture in the 4 alcoves there
- Local businesses will be approached for sponsorship for both the planting and the pictures, and in return they will be able to have their name somewhere at the station
- There is a ceremony in Norwich this Friday at which awards will be given out to Station Adopters; Isabella is to attend and hopes to get further ideas from existing successes

Andrew Yarwood of Newport Parish Council was present to talk about the proposed changes to the Green Waste collection by UDC and to suggest that the Council consider uniting with Newport PC and Littlebury PC in order to maintain a service going forward.

**Cllr Rolfe** added that although a decision by UDC was yet to be made it was hoped that the cost of the service will now be subsidised during the first 2 years.

A resident was present to provide the background to item **11/129.Great Chesterford Youth Football Club under 7's Mini Soccer Team**. This team was based at Saffron Walden Football Club however it now needs to find a new location. A number of the team members are Great Chesterford children and the team has recently agreed to become affiliated to the adult team currently playing at Great Chesterford.

A resident raised concern over people living in a caravan at the New World Timber site. **Cllr Redfern** understood that this was for security purposes, although **Cllr Fowell** raised the question of whether planning permission might be required. The **Chairman** agreed to contact the owner of the site to clarify why the caravan is there and for how long. **JF**

A number of residents were present to hear item no 1. **11/69.Affordable Housing Scheme** included in item **11/137.Matters Arising/Items for Information**

**It was agreed to move item 1. 11/69. Affordable Housing, included in item 11/137.Matters Arising/Items for Information forward as permitted by Standing Order No. 8**

#### **11/137Matters Arising/Items for Information:**

##### **1. 11/69. Affordable Housing Scheme**

*With a decision still not possible regarding a site, due to ongoing discussions with UDC and the owners of the existing industrial site, to receive an update.*  
It has now been confirmed by UDC that the affordable housing element of an open market site can be restricted to people with a local connection by way of a legal agreement between UDC, the housing association and the developer. In addition the village industrial site being proposed as an alternative site for housing would be allowed to go for residential development. Housing proposals for this industrial site are now awaited.

#### **11/124.Planning**

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

**UTT/1723/11/FUL.** Proposed dwelling

**Location.** Site r/o 5 London Road, Great Chesterford

**Object** – this is backfilling and as such would set a precedence in the area. In addition the plan does not allow for direct access by emergency vehicles, the elderly, mothers with pushchairs, or deliveries. Although there is outline planning permission for a house on this site this was gained on the presumption of access from Station Approach.

**TF**

**UTT/1724/11/FUL.** Proposed demolition of dwelling and erection of 2 no. dwellings

**Location.** Site r/o 5 London Road, Great Chesterford

**Object** – this application also represents backfilling and as such would set precedence in the area.

**TF**

**UTT/1819/11/FUL.** Erection of two storey side extension and single storey garage

**Location.** 73 Jacksons Lane, Great Chesterford

**No Objection**

**UTT/1864/11/AG.** Erection of agricultural building for storage

**Location.** 1 Field Farm Cottage, Great Chesterford

**Note:** date for any comments has now passed.

### **Results**

**UTT/1520/11/FUL & UTT/1521/11/LB**

Proposed demolition of existing single storey rear extension, erection of two storey rear extension. Internal and external alterations

**Location.** The Gables, Carmel Street, Great Chesterford

**Conditional Approval**

### **11/125. The Queen's Diamond Jubilee Celebrations – report circulated**

*To consider whether to register Great Chesterford as a parish that will light a beacon on the 4th June 2012.*

It was agreed not to register to light a beacon, although the church has been advised that it can have a church beacon.

*To agree on the date for any Council led celebrations.*

It was agreed to set aside Sunday 3rd June 2012 with the **Chairman** and **Cllr Redfern** to liaise on arrangements.

**JF/JR**

### **11/126. Finance**

#### **Bank Mandate**

To agree and sign the new Bank Mandate removing Shirley Clark as a signatory and adding **Cllr Mughal**

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

**Clerk**

*To receive the end of 2nd quarter accounts*

Received and noted

*To note the schedule of cheque payments/receipts since previous meeting.*

Noted

**11/127. Donation Requests – report circulated**

**Cllr Hall** declared an interest in Stop Stansted Expansion, one of the organisations requesting a donation

*To consider and agree what donations to make.*

It was resolved that the Council, in accordance with its powers under section 214(6) of the Local government Act 1972, should incur the following expenditure:

**Clerk**

£550 to All Saints' Church towards the maintenance of the churchyard during the current year and representing approximately 50% of the costs.

It was resolved that the Council, in accordance with its powers under section 137 of the Local Government Act 1972, should incur the following expenditure, which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

**Clerk**

£100 to Buffy Bus  
£200 to Uttlesford Home Start

It was agreed to leave £150 in the donations budget and review any further allocations at the December meeting.

**Clerk**

**11/128. Community Centre**

**With a prejudicial interest declared the Chairman left the meeting having first answered questions from the other members.**

**To elect a Chairman for this item**

**Cllr Redfern** was nominated as Chairman.

**Proposed:** Cllr Hall. **Seconded:** Cllr Mughal.

There were no other nominations.

**Cllr Redfern** was duly elected Chairman.

***Subsidy Review (as agreed at meeting held on 15/12/10) – report circulated***

*To review the financial position of the Community Centre and agree whether to provide the remaining £3,000.*

It was agreed to provide the remaining £3,000.

**Clerk**

***Attendance at Community Centre Meetings***

*To review Council representation at Community Centre Committee meetings currently shared by **Cllr Redfern** and **Cllr Gordon-Foxwell**.*

It was agreed that **Cllr Gordon-Foxwell** would now take full responsibility for this role.

**Clerk**

With this item complete the **Chairman** was recalled to the meeting and resumed charge.

**11/129.Great Chesterford Youth Football Club Under 7's Mini Soccer Team**

*To consider the teams request to have use of the Recreation Ground.  
They currently train 10-11.30am on a Saturday and require a 'pitch' the size of a six-a-side pitch.*

It was agreed that the team could have use of the Recreation Ground as requested.

JF

*If agreed to allow the team to have use of the Recreation Ground, to agree a corresponding charge.*

*(The adult team currently pays £450 per season, the youth team £225 per season.)*

It was agreed that any fee would be waived in the first year, with this arrangement reviewed for any subsequent years.

JF

**11/130.Winter Salt Bag Scheme – report circulated**

*To consider whether to participate in ECC 2011/12 winter salt bag scheme.*

It was agreed to register the Parish Council to participate in the scheme.

Clerk

*If agreed that the parish should participate, to consider how the scheme will work.*

It was agreed that a grit spreader will need to be purchased and a team of volunteers put together. Accordingly a request will be circulated via the googlegroup and placed in the Broadsheet.

HR/Clerk

**11/131.Uttlesford District Council – Proposed Waste Changes**

*To consider whether the Parish Council would wish to finance the continuation of a Green Waste skip in the village, if it is withdrawn as is being proposed by UDC, at a cost of £50.52 per hour.*

*Based on current usage of the service this would amount to £2,576.52 per year.*

*As at 5th October 2011, 40 Great and Little Chesterford residents had registered for kerb side collection.*

It was agreed that the Council would wish to finance the continuation of a Green Waste skip in the village, the level of cover to be determined once the charges have been agreed by Uttlesford.

**11/132.Grass Cutting at Open Spaces – report circulated**

*To consider the quotations received that include grass cutting collection alongside the current grass cutting costs. (Current arrangement does not allow for the collection of grass cuttings)*

It was agreed to remain with the current provider.

Clerk

**11/133.Street Light Contract – report circulated**

*To consider the quotations received and agree which contract to proceed with.*

It was agreed to continue with the current provider for a further three years conditional on the price being the same as quoted for a five year contract.

Clerk

**11/134.Uttlesford Futures Annual Assembly, 27<sup>th</sup> October 2011****Localism and the Big Society - What does it Mean for Uttlesford?**

*To consider who might be able to attend this meeting on behalf of the Parish Council.*

Due to the fact that this is being held during half term week, no one is able to attend.

**11/135.ECC Corporate Vision Consultation**

*To appoint a member to review this document on behalf of the Council.*

**Cllr Hall** to review this document on behalf of the Council with any comments to be agreed at the November meeting.

DH

**11/136.The Future Airspace Strategy – 1st November 2011**

*To consider whether a member of the Council should attend this meeting.*

**Cllr Fowell** agreed to attend this meeting on behalf of the Council.

TF

**11/137Matters Arising/Items for Information:**2. **11/78. Planning**

*Cllr Redfern to report back regarding UDC's policy on tree felling in Conservation areas.*

Carried forward to the next meeting.

JR

3. **11/85. Allotment Proposal**

*Cllr Hall to report back following the circulation of this document to local landowner*

A response is awaited.

DH

4. **11/86. Pilgrim Close/Rookery Close Area**

*Cllr Hall, Cllr Tricerri & Cllr Mughal to report on feedback following circulation of the recent questionnaire.*

11 forms had been returned along with a number of verbal responses; not all had been positive. 4 people have indicated that they might be willing to form a committee and this will now be set up with an appeal for more members to be circulated via the googlegroup and Broadsheet.

ST

5. **11/65. Recreation Ground**

*Flood Defences - Chairman/Clerk/Cllr Fowell to provide an update on the condition of the flood defence ditches along with the provision of some suitable signage/flood defence strips.*

Work has now started on the ditch behind Hyll Close on the farm side;

Uttlesford have been reminded about the work required on their side.

As the problem with digging in the bank seems to have gone away, the need to install suitable flood defence strips/signage will be put on hold.

JF/TF/Clerk

**Bowls Club/Scout Hut Leases:**

- *a written report is being obtained regarding the level of rent and terms of the lease from a qualified surveyor. Once this has been received the Council will need to agree that the proposed terms are the best that can be reasonably be obtained at a meeting of the Recreation Ground Trust. The length of the lease will also need to be agreed;*
- *a public notice of the disposal was published in the October Broadsheet.*

The draft Contracts have now been received and will shortly be passed to the Bowls Club and Scout Hut for their consideration.

DH

6. **10/22. Community Speed Watch**

*Cllr Fowell to provide any update.*

A request for a November training slot has been requested.

TF

7. **10/79. Matters for Further Discussion - 20mph limit**

*Cllr Rolfe to provide any update regarding the proposed scheme.*

A request to discuss this matter has been submitted to the cabinet member for Highways and Transportation at ECC.

HR

**11/138.Matters for Further Discussion**

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

The **Chairman** asked that all members consider who might be able to fill the Council vacancy that remains outstanding since the election in May.

The **Chairman**, wishing to ensure that members were happy with their allocated responsibilities, asked that they let her know if they were not.

With the budget due to be set at the December meeting, members were reminded to consider their requirements in good time.

Members were informed that Bidwells had approached UDC again with a proposal for a housing development on the site behind Chesterford House, and that this was being considered.

**11/139.Date of Next Meeting**

The next meeting of the Parish Council is to be held on Wednesday 16th November 2011 commencing at 7.30pm in the Community Centre.

**Meeting Closed at 22.30pm**

**Signed (Chairman).....**

**Date: 16th November 2011**