

GREAT CHESTERFORD PARISH COUNCIL

MINUTES OF A MEETING OF THE GREAT CHESTERFORD PARISH COUNCIL HELD ON
WEDNESDAY 17TH NOVEMBER 2010 AT 7.30PM IN THE
COMMUNITY CENTRE, GREAT CHESTERFORD

Present: Joanna Francis – Chairman
Tim Fowell
Howard Rolfe
Sorrel Gordon-Foxwell
Shirley Clark
Julie Redfern
Susan Ross – from 7.45pm
Sharon Tricerri

Elaine Culling – Clerk
Robert Pumfrey, on behalf of the organisers of the Chesterford Steam-Up
David Hall

Action

10/124. Apologies for Absence

All members present.

10/125. 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 District Councillors and Custodial Trustees of the Community Centre.

The **Chairman** declared an interest in item **10/129. 2010 Steam-up**

10/126. Minutes of the Last Meeting

Following a correction to the date at the top of these minutes, the **Chairman** signed the minutes of the meeting held on 13th October 2010 as a correct record of events.

10/127. Co-option of new Councillor

With one candidate it was resolved to co-opt David Hall onto the Parish Council.

Cllr Hall duly signed a Declaration of Acceptance of Office and completed a Register of Members interest form. **UDC** to be advised.

Clerk

10/128. 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.

Robert Pumfrey was present for **Item 10/129. 2010 Steam-up.**

10/129. 2010 Steam-up

To review the recent Steam-up event, with a representative from the organising group, in light of feedback received from residents.

Concern had been expressed regarding instances of inconsiderate parking by visitors to the event, especially along the High Street. It was agreed that the use of more cones might help although it was also recognised that this was a once a year event.

It was agreed to arrange a meeting early next year, once more details of the next event are known, in order to discuss further.

JF

10/130.Planning

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

None received

Results

UTT/1401/10/FUL

Variation of condition C.90A of approved planning application UTT/1861/08/FUL to read "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, Walden Road, Great Chesterford.

Refused - The applicant has failed to show exceptional justification for the annexe to remain as a separate dwelling in the countryside. A new dwelling in this location would be detrimental to the countryside because it is not in character with the surrounding area with dwellings sited to the front of the plot whilst this structure is set well into the plot.

UTT/1379/10/FUL & UTT/1381/10/LB.

Demolition of single storey rear extension, erection of two storey rear extension. Erection of new chimney, and replacement conservatory and garage. Replace peg tiles with clay tiles on kitchen wing. Replacement windows to rear north east elevation including, bay window. Internal alterations.

Location. Reed House, Manor Lane, Great Chesterford

Conditional Approval

UTT/1318/10/FUL

Retrospective application for temporary agriculture worker's dwelling.

Location. Caravan on land at Field Farm, Roman Road, Great Chesterford.

Refused - The applicant has failed to demonstrate that the agricultural enterprise and associated activities justify the requirement for the retention of the existing mobile home as an agricultural workers dwelling. Furthermore, the position of the mobile home is poorly related to other dwellings and buildings adjacent to and within the agricultural holding and as such has a detrimental impact on the open and rural character of the surrounding countryside. The proposal is contrary to the requirements of Annex A of PPS7 and ULP Policies S7 and H12.

Appeal Results

APP/W0530/A/09/2108277 & APP/C1570/A/09/2108275

Wind farm application

Location. Land at Little Linton Farm, south of Cambridge Road, Linton, Cambridgeshire

Dismissed

Essex County Council – Waste Development Consultation

*Cllr Fowell to report to the council following his review of this consultation.
To agree any comment to be submitted to ECC.*

Following his review of this consultation with regard to Great Chesterford, **Cllr Fowell** was of the opinion that no comment was necessary.

10/131. Finance - report circulated

To agree to establish a Finance sub-committee as proposed in the report circulated.

Cllr Ross queried whether risk assessment should also be included as a responsibility of this sub-committee.

Accordingly it was agreed to establish the Finance sub-committee as proposed with the addition of responsibility for carrying out a bi-annual review of risk.

SR/DH

Schedule of cheque payments since previous meeting attached for information.

This list was circulated at the meeting along with an example of the proposed draft budget document to be produced for the December meeting.

Cllr Ross raised a number of issues regarding the example circulated; in particular she felt that vat should not be included in the figures and that as a receipts and payments document it would not be a true reflection of the council's financial position.

It was agreed to give the new format a try and as a result the **Clerk** will provide a timetable for producing reports for the Finance sub-committee to consider.

Clerk

***Budget note** – due to the recent reassignment of responsibility for financial reports, this item has been deferred to the meeting in December.*

10/132. Recreation Ground

To receive an update on progress with finalising the Scout Hut and Bowls Club leases

Both the Scout Hut and Bowls Club leases are still to be finalised. **Cllr Hall** expressed concern about both the standard and progress of this work, and proposed that the current law firm be removed and that, with their agreement, Hewitsons be re-appointed as solicitors to the Council. This was unanimously agreed.

DH/SR

To receive an update regarding the Multi-Sports grant application.

Cllr Gordon-Foxwell reported that the 2nd stage application has now been submitted, the result of which should be known in 10 weeks time.

A number of quotes for the work involved have been obtained ranging in cost from £37,531 to £59,000.

A decision on who to award the contract to will be taken at the December meeting, and in the meantime references will be sought.

SGF/Clerk

10/133. Allotments

To receive an update regarding progress in identifying a possible site.

Cllr Tricerri reported she has been unable to identify a potential village site, and that the leasing of an area of adjoining farmland did not appear to be an option either.

It was suggested that contact be made with Little Chesterford Parish Council in order to explore the possibility of having the site there, and at the same time to enquire into the possibility of leasing some land behind Chesterford House.

ST

In the meantime it is known that Ickleton have a number of allotments available for rent.

10/134. Bus Stops in Ickleton Road

To agree whether to have raised kerbs installed, to assist less able passengers, as part of the new bus shelter works. This would involve the painting of yellow road markings on both sides of the road with a no parking restriction of 23 metres.

It was agreed to have the raised kerbs installed subject to confirmation that 23 metres does not represent an extension to the current yellow road markings.

Clerk

10/135. Community Centre – report circulated

To agree to assign the £5,000, allocated to part fund a marketing position at the Community Centre, to be used for general Community Centre financial support.

It was agreed to provide £2,500 only at this stage, and to earmark up to £2,500 more for payment after 1st January 2011 subject to evidence of need and satisfactory progress in resolving their staffing structure.

JF/SGF

To consider the impact on next year's budget of any further financial support.

It was agreed that any precept funding going forward would be subject to evidence of progress in both the resolving of their staffing structure and the Custodial Trustee issue. In addition items 5-8 of the report circulated are to have been made available to the council.

A deadline of Tuesday 7th December 2010 was set for these items.

JF/SGF

10/136. Quality Council Status

To agree whether the Council should consider becoming a Quality Council.
Carried forward to the next meeting.

10/137. Village Shop

To discuss the continuing viability of the Village Shop in light of the current economic climate

Concern was raised that residents were not supporting the Village Shop in sufficient numbers for it to continue as a viable concern.

It was agreed to investigate a 'Save our Shop' campaign.

JR/SGF

10/138. Village Engagement

To discuss ideas aimed to engage the community more in the decision making of the council.

The following proposals were agreed:

That the Youth Club be approached to nominate a representative to liaise with the Parish Council regarding any youth issues.

JF

That the Council sponsor an award through the village school.

JF

That a regular newsletter be sent to all properties beginning, if possible, with a 'Christmas Greetings' one next month.

JF

That all village organisations be contacted in the New Year to encourage communication should help with any issues be needed.

JF

10/139. Matters Arising/Items for Information:

1. **10/115. Finance Street Lighting Electricity Contract**
Following further investigation Opus Energy was found not to be cheaper than E.ON and therefore E.ON remains the Council's energy provider.
2. **10/118. Land at Rookery Close**
The **Chairman** confirmed that an appropriate letter has been submitted.
3. **10/85. Planning – Seacro Retrospective Planning Application**
The Chairman to confirm that a letter has been written as agreed at the July meeting.
This letter is no longer to be sent.
4. **10/88. Emergency Plan**
Cllr Clark/Clerk to report on progress regarding completion.
A first draft has been completed and prices for essential kit are being obtained. **SC/Clerk**
5. **10/57. Planning – Affordable Housing**
Cllr Fowell/Cllr Redfern/Chairman to provide any update.
The **Chairman** will contact Hastoe to state that the Council would be keen to see sites 5 & 6 from their report progressed. **JF**
6. **10/22. Community Speed Watch**
Cllr Fowell to provide any update.
With still no progress to report, **Cllr Fowell** will now write to pursue this matter with Robert Chambers. **TF**
7. **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.
Cllr Rolfe is aware that this is currently being considered at County Hall with a decision expected soon.
The **Chairman** confirmed that a letter in support of the limit has been submitted.
Cllr Rolfe also reported that going forward an Uttlesford Highways panel is to be established, made up of both Parish and District councillors, for the purpose of deciding certain highway matters. In light of this information he agreed to investigate how to achieve representation. **HR**

10/140. Matters for Further Discussion

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

Four items were raised:

The need for someone to attend the forthcoming Uttlesford Futures event, to be held on Wednesday 1st December 2010, on behalf of the Parish Council.

Subject to time constraints this will either be the **Chairman** or the **Clerk**. **JF/Clerk**

The condition of the surface of the Parish Council owned area outside 32 Pilgrim Close.

Cllr Rolfe to inspect the surface and report back to the council. **HR**

The need for representation at the **UDC** Area Forums.

The **Chairman** confirmed that she was happy to attend. **JF**

The type of brick that was used by **ECC** at Chesterford House when laying the new footpath.

Cllr Redfern to make further enquiries at **UDC**.

JR

10/141.Date of Next Meeting

The next meeting of the Parish Council will be held on Wednesday 15th December 2010 commencing at 7.30pm in the Community Centre.

Meeting Closed at 10.17pm

Signed (Chairman).....

Date: 15th December 2010