

# Great Chesterford Parish Council

---

## **Draft Minutes of a Parish Council Meeting held on Wednesday 2nd September, 2020 on Zoom.**

<b>Present</b>	Chair Tom Newcombe, Gareth Bevens, Mike Mitchell, Wendy Martin, Sharon Tricerri and Rachel Thackray.
<b>In Attendance</b>	District Cllr Richard Pavitt, three members of the public and Amanda Lindsell, Clerk to the Council.

---

### **20/132 APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted from Cllr David Hall and District Cllr Neil Gregory.

### **20/133 DECLARATIONS OF INTEREST**

None.

### **20/134 MINUTES OF THE LAST MEETING**

The minutes of the July Parish Council Meeting were approved by Councillors as an accurate representation and Chairman Tom Newcombe authorised the Clerk to sign the minutes on his behalf.

### **20/135 PUBLIC PARTICIPATION**

*Cllr Julie Redfern joined the meeting.*

A member of the public thanked the Parish Council for their support regarding the need for the installation of defences against unauthorised encampments at Horse River Green, and reported that progress is being made. Cllr Mitchell noted the Council's frustration at the lack of communication from UDC regarding the pre-application planning process.

A member of the public requested the Parish Council support their planning application to replace rotten sash windows at the back and side of their non-listed property which would also assist with acoustic issues. The replacement top of the range heritage approved UPVC windows match the Victorian style as closely as is possible, and will not be visible from the highway.

### **20/136 COUNTY AND DISTRICT COUNCILLOR'S REPORTS**

District Cllr Richard Pavitt confirmed that the District Council financial situation is stabilising and medium term forecasts look healthier as a result of government investment and portfolio performance.

UDC's Scrutiny Meeting this week heavily criticised the lack of urgency and progress made with the Local Plan.

The Government's consultation on the White Paper - Planning for the Future includes;

- i. Consultation on changes to the calculation for assessing housing need - 01/10/2020 deadline.
- ii. Consultation on changes to the content and preparation of Local Plans and also to Development Management and how planning applications are dealt with. - 29/10/2020 deadline.

School transport continues to be a problem, ECC have contractors in place, but there cost implications for those not allocated free transport to school.

District Cllr Richard Pavitt detailed an increase in interest in the River Cam, with DEFRA and water companies seeking solutions as the Cam now sits the lowest it has been in seventy years. The Climate Emergency group are making progress and will be communicating with parish councils to assist with works on the ground.

Working groups are being established along the river to pull out the infill growth, particularly from invasive species. Cllr Bevens suggested a contact with use of a digger to dispose of dug out sediment to the allotments, and agreed to liaise with District Cllr Pavitt.

### **20/137 PLANNING**

The following comments were agreed in response to planning applications;

- i. UTT/20/1949/HHF - Shelfords, School Street, Great Chesterford

Replacement of single glazed timber windows and door to the rear and side of property. The Parish Council resolved to submit a neutral response to this application as the windows to be replaced are located at the rear and side of the property and not readily visible from the highway, and the Parish Council are aware of ongoing noise issues at the site. The Parish Council refers the application to the Conservation Officer to ensure the style

# Great Chesterford Parish Council

---

of window is carefully selected to match the existing windows as far as possible, but provided there is a good match, the PC does not have an aversion to UPVC being used in this location given the circumstances as the acoustic properties of the glazing were noted to be especially helpful in mitigation of on-going noise pollution experiences of the residents which we have been engaged with over a period of time. Ordinarily however, the Parish Council would not support UPVC glazing in the Conservation Area.

ii. UTT/20/1959/DOC - Land North Of Bartholomew Close, Bartholomew Close

Application to discharge condition 7 (Biodiversity Enhancement Strategy), 9 (surface water drainage), 16 (hard/soft landscaping) and 19 (tree protection measures) attached to UTT/19/2288/FUL. The Parish Council agreed to submit no comment in response to this application, other than a request for reassurance that the discharge of these conditions will not result in the removal of any further trees than previously detailed.

iii. UTT/20/2044/NMA - The Close, Church Street, Great Chesterford

Non material amendment to UTT/20/0256/FUL - Change in fenestration, ground floor internal layout and change in external materials of north and south elevation. No comment.

iv. UTT/20/2057/DOC - Land To The West Of Newmarket Road, Great Chesterford

Application to discharge condition 3 (external lighting details), 5 (lighting design scheme for Biodiversity), 6 (construction management plan) and 10 (wording details) attached to UTT/20/0775/FUL. The Parish Council agreed that they do not object to this application but raise the following concerns;

a. The orientation of the lighting.

b. The amount of light spillage into the sky from the site.

c. The lights should operate only on motion sensor, rather than on all day/ and or evening, this is not clear within the application.

v. UTT/20/2036/HHF - The Manse, Carmen Street, Great Chesterford

Proposed improvements to access to parking area and provision of additional off road parking space. The Parish Council agreed to object to this application due to a lack of information within the application, which states "awaiting advice" regarding new materials.

The following planning decisions were noted;

vi. UTT/20/1493/HHF - Brock House, Manor Lane, Great Chesterford

Demolition of garage/store building and construction of new detached residential annexe, workshop building and garden store - Withdrawn.

vii. UTT/20/1494/LB - Brock House, Manor Lane, Great Chesterford

Demolition of garage/store building - Withdrawn.

viii. UTT/20/1564/DOC - Carmelstead Carmel Street Great Chesterford

Application to discharge condition 2 (details of materials) attached to UTT/20/0435/LB.

ix. UTT/20/1590/HHF - Bishops House, Church Street, Great Chesterford

S73a retrospective timber framed greenhouse - Unconditional approval.

*Cllr Penny McCullough joined the meeting.*

*District Cllr Richard Pavitt left the meeting.*

## **20/138 FINANCE**

i. The clerk presented a statement of accounts and reconciliation to cash books for the Recreation Ground Trust and Parish Council Current and Deposit accounts which were agreed.

The following transactions;

DD - E.On Streetlights July 2020 - £465.02

OP - Zurich Municipal - annual insurance premium - £2685.01

OP - Grafton Merchandising - nursery fencing - GAI/341965 - £432.12

OP - Grafton Merchandising - nursery fencing - HAV/372138 - £172.85

OP - Parkers Pitches Ltd - fertiliser Rec ground - £1170.00

OP - July Salaries - £1985.21

OP - Essex Pension Fund July 2020 - £610.28

OP - Information Commissioner - annual subscription - £35.00

OP - Eco Plastic Wood - picnic bench - £875.98

DD - A&J Lighting - call out inv 34261 - £145.14

DD - A&J Lighting - monthly maintenance inv 34311 - £161.64

DD - E.On - Streetlights August 2020 - £480.53

chq 300293 - Mr T Maples - TJ Pest Control - £60.00

OP - Mr M Mitchell - Lock, Stock & Barrell - nursery padlock & chain - £56.85

# Great Chesterford Parish Council

---

OP - August Salaries- £1572.57

OP - Essex Pension Fund August 2020 - £490.55

OP - Neighbourhood Plan Co-ordination - £438.75

OP - Grafton Merchandising - nursery fencing - HAV/373636 - £189.06

OP - Grafton Merchandising - nursery fencing - GAI/347473 - £472.63

OP - PKF Littlejohn - External Audit - £720.00

OP - Bryan Lecoche Ltd - Concrete block hire - £201.60

were agreed for payment.

It was agreed to review expenditure at the October Parish Council meeting.

## 20/139 OPEN SPACES

i. The Council resolved to undertake the additional work to the village sign, due to the rotting of the post, at an additional cost of £789. MM

ii. The Council resolved to accept the quotation to fit the notice board at £390. MM

iii. The Council agreed to accept Treetops quotation to crown reduce and reshape as needed 3 weeping willows and 1 crack willow, with a view to budgeting the further works into the next financial year. MM

iv. Cllr Mitchell provided an updated open spaces update;

1. 10.30am 03/09/2020 competition flag unfurling at the start of the new school term.

2. Additional dog waste bin to be sited near the allotments. Clerk to check with UDC whether they will empty. Aubrey has offered to refurbish the damaged bin on the Recreation Ground and relocate it next to the Community Centre

3. Ditch clearance at the Recreation Ground commences 03/09/2020. MM

## 20/140 RECREATION GROUND TRUST

i. It was agreed to liaise with Chesterford Community Centre regarding a suitable location for the suggested installation of a tap on the Recreation Ground. PM

ii. Cllr Mitchell noted that the investigations to resolve the blocked drains at the Recreation Ground car park are ongoing. MM

iii. The Council approved the purchase of the new picnic bench for the Recreation Ground.

iv. The Council approved the quotation to fit the benches being relocated from Hall Gardens to the Recreation Ground and allotments.

v. It was resolved that the hole in the skate park will be repaired 04/09/2020. MM

vi. It was noted that some areas of the multi-sport surface have been damaged by weeds. Cllr Tricerri noted that two companies have been out to review the various play areas and are preparing costings and reports for consideration at the October meeting. Cllr Redfern agreed to seek advice from Saffron Walden Town Council regarding their recent play park installation. JR

## 20/141 NEIGHBOURHOOD PLAN

Cllr Thackray detailed the work undertaken writing up policies, including background, evidence, maps and research to create cohesive documents. Three are now completed, two nearly completed, three further are in progress and two not yet started. An additional co-ordinator has been employed to help out with the work, and the project remains well within budget.

Cllr Redfern declared an interest as her daughter has been employed as the additional co-ordinator.

The Council approved further expenditure on the Neighbourhood Plan up to £3000 in the next three months.

Chair Newcombe thanked Cllr Thackray and her team for their hard work on the Neighbourhood Plan.

## 20/142 CHESTERFORD COMMUNITY CENTRE

ii. The Council approved the installation of the concrete blocks at the entrance to the Community Centre to deter unwanted access and Cllr Mitchell confirmed his attendance at a meeting 03/09/2020 with the Community Centre and Essex Police to discuss suitable more permanent alternatives.

## 20/143 MATTERS FOR FURTHER DISCUSSION

i. Community BMX track.

ii. Scout Hut storage.

iii. Follow up letter to UDC regarding compensation relating to Local Plan expenditure.

iv. Village award.

# Great Chesterford Parish Council

---

- v. Allotment waiting list.
- vi. UDC free tree initiative - Eddie Hatfield coming up with a plan to plant trees around the allotment as a wind break.
- vii. Community Governance Review re Little Chesterford development.
- viii. Cllr Bevens noted that despite concerted efforts to promote the cycle path, ECC allocated funds to Colchester and Chelmsford, but not to Uttlesford. Cllr Redfern detailed a meeting with County Cllr Moran, Cllr Kevin Bentley and Kemi Badenoch, with a follow up booked for 08/09/2020 to progress the cycle path project.
- ix. Senior Citizen Christmas Dinner suggested alternatives.

## **20/144 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 7th October, 2020.

Chair Newcombe then suspended the meeting for part two, the public left the meeting and the recording of the meeting was suspended.

## **20/142 CHESTERFORD COMMUNITY CENTRE**

- i. Cllr Mitchell detailed a meeting with representatives from Chesterford Community Centre to discuss logistics, income, expenditure and projections. An additional meeting is being set up prior to the October Council meeting and it was agreed that further Parish Council representatives would attend. It was agreed that Cllr Mitchell will circulate a draft message to CCC setting out expectations for the meeting, and request receipt of business plan and financial projections prior to the meeting.

The meeting closed at 21.53.

DRAFT