

# Great Chesterford Parish Council

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## Minutes of a Parish Council Meeting held on Wednesday 8th January 2020.

<b>Present</b>	Chair Tom Newcombe, Councillors David Hall, Wendy Martin, Penny McCullough, Mike Mitchell, Rachel Thackray and Sharon Tricerri.
<b>In Attendance</b>	District Councillors Neil Gregory and Richard Pavitt, 5 members of the public and Amanda Lindsell, Clerk to the Council.

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### **20/001 APOLOGIES FOR ABSENCE**

Apologies for delayed arrival were received and noted from Cllr Gareth Bevens and Julie Redfern.

### **20/002 DECLARATIONS OF INTEREST**

Chair Tom Newcombe declared a pecuniary interest as a partner at Birketts.

Cllrs Sharon Tricerri and Rachel Thackray declared a pecuniary interest as residents of Pilgrims Close and Rookery Close respectively.

### **20/003 MINUTES OF THE LAST MEETING**

The minutes of the December Parish Council Meetings were approved by Councillors as an accurate representation and signed by Chairman Tom Newcombe.

### **20/004 PUBLIC PARTICIPATION**

Advice was requested regarding home owners statutory duties and regulations surrounding tree maintenance. Chair Newcombe advised that an agreement should be reached with the home owner and Cllr Mitchell agreed to forward the details of Uttlesford District Council's (UDC's) tree officer.

*Cllr Gareth Bevens arrived.*

Following a public request for an update on the Nursery site, Cllr Mitchell read out the minute relating to the Nursery, taken from the December Parish Council minutes and went on to confirm that Great Chesterford Parish Council has proposed mediation to Chesterford Montessori Limited (CML), who have accepted and will take place between 3rd and 23rd February, 2020. The Parish Council hope that a resolution will be achieved in February.

Cllr Thackray provided an update on the Neighbourhood Plan and confirmed that using the data from the survey, and following the creation of community led policies, the suggested sites have been distilled. The next step is to go to site owners and other key stakeholders and communicate this to the parish. Once the policies are fully written up with evidence there will be a 6 week consultation. Cllr Thackray agreed to share an indicative time line following on from the next Neighbourhood Plan meeting 13/01/2020.

### **20/005 DISTRICT COUNCILLOR**

District Cllr Gregory detailed;

i. Uttlesford District Council has announced the public speaking arrangements ahead of a special Planning Committee meeting to consider matters relating to the Stansted Airport planning application. The meeting will be spread across two days – Friday 17 January and Friday 24 January, 2020.

ii. The Inspectors Local Plan report is expected imminently and will be circulated by UDC to members as soon as it is received.

iii. UTT/19/0573/OP - Land to the South West of London Road, Little Chesterford

Outline application with all matters reserved except for access for the development of up to 76 dwellings will be considered at the UDC Planning Meeting 15th February, subject to the contents of the Inspector's letter. Nigel Brown of UDC would like to meet with Great and Little Chesterford Parish Councils to initiate discussions regarding the development.

iv. UDC has commissioned a CIL Viability Study that will form the basis for setting the Council's Community Infrastructure Levy (CIL) Charging Schedule and requests that local knowledge on local markets, residential and commercial property values and build costs, and land values are forwarded to Dixon Searle Partnership by 31/01/2020.

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Councillors noted that the document is incomprehensible. CIL was confirmed as a roof tax on new houses built, with funds directed to UDC to spend on infrastructure, not site specific and not directly linked to the development it came from. 15% of CIL is distributed to the Parish Council, which increases to 25% if there is a Neighbourhood Plan in place. It was noted that recent CIL are often excluded from major developments.

v. January 23rd, 6.30-8pm at the Town Hall, Market Place, Saffron Walden - public meeting with the Police, Fire and Crime Commissioner for Essex, who currently has a consultation out regarding additional contributions to enable the provision of additional services. Please respond to this consultation.

*Cllr Julie Redfern arrived.*

## 20/006 PLANNING

The following planning decisions were noted;

i. UTT/19/2570/HHF - Reed House, Manor Lane, Great Chesterford

Replacement of rotten fence post and trellis fence between Reed House and Little Barn with new fence posts and fence panels - Approved with conditions.

ii. UTT/19/2571/LB - Reed House, Manor Lane, Great Chesterford

Replacement of rotten fence post and trellis fence between Reed House and Little Barn with new fence posts and fence panels - Approved with conditions.

## 20/007 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 and signed.

The following transactions;

OP - Lock Stock & Barrell - lock change at Nursery - £208.30

OP - Fazzi`s - Christmas Hampers - £120.00

OP - Universal fencing Ltd - bollards - £3153.60

DD - Unity Trust Bank - quarterly bank charges - £18.00

DD - A & J Lighting - call out & repair inv 33651 - £198.12

OP - Chesterford Community Centre - hall hire - £22.00

OP - Salaries + expenses - £1486.45

OP - Essex Pension Fund - December - £440.49

OP - Post Buddy - £36.75

OP - HMRC - quarterly PAYE/NI - £471.14

OP - Chesterford Community Centre -electricity charge 01/10/19-31/12/19) - £79.36

DD - A & J Lighting - monthly maintenance inv 33675 - £161.64

DD - E,On Streetlights - Dec 2019 - £481.28

were agreed for payment.

ii. It was agreed to accept the quotation for £18,620.28 for anti-trap bow top metal fencing to replace the fencing around the play park, using the remaining s.106 funds, but that the fence will not be installed until the Recreation Ground as a whole has been reviewed and a long term plan established. The clerk will also continue to research grants with the intention of achieving 50% grant match funding. Cllr Redfern agreed to contact a Landscape Architect for advice.

iii. The council resolved to contribute £300.00 to Chesterford `s Bowls Club to assist with the unexpected water bill incurred by a third party.

iv. It was agreed that the Parish Council will apply for funding for the Bristol flag pole, but does not intend to contribute financially to the project. It was resolved that the clerk would liaise with District Cllr Neil Gregory regarding a donation from the New Homes Bonus.

v. The 2020/21 budget was preliminarily agreed at £146,113.00, although the final decision was deferred to an Extra-Ordinary General Meeting to be held 22/01/2020 in the hope that the Inspector's Local Plan report will have been received to enable the Parish Council to budget appropriately.

vi. The 2020/21 precept was preliminarily agreed at £160,000, although the final decision was deferred to an Extra-Ordinary General Meeting to be held 22/01/2020 in the hope that the Inspector's Local Plan report will have been received to enable the Parish Council to budget appropriately. It was agreed that the clerk would liaise with Adrian Webb at UDC to request an extension to the deadline for submission of the Precept Demand form.

## **20/009 ROOKERY CLOSE AND PILGRIM CLOSE PARKING ISSUES**

It was agreed that it is not possible to utilise the two tarmaced areas on Pilgrim Close and Rookery Close for parking due to access issues and it was noted that S.106 specifically requires the to be used as play areas. It was agreed that both areas, plus Pilgrim Close play park, garages and areas of parking all require a review and will be considered at the February Council meeting, alongside the Stanley Road open space.

## **20/008 RECREATION GROUND TRUST**

- i. it was resolved to consider the referral to Essex Legal Services at the February Council meeting.
- ii. Cllr Mitchell provided an open spaces update;
  - a. Gang mower currently being serviced £550 quote.
  - b. Cricket net replacement agreed on 50/50 basis with Chesterford Community Centre
  - c. Drains and soakaways need further work £250 available
  - d. CCTV renewal awaits CCC comments.
  - e. SWCFC have paid £300, further £300 to follow from CCC.
  - f. Ditches flowed well in the heavy rain, Clerk to again request Essex Highways chase owners to clear their responsibilities.
  - g. CCC informed of relevant decisions/follow up re RGT –information on Topographical Surveys requested.
- iii. The event fee to hire the Recreation Ground was agreed at £25.00.
- iv. It was resolved that no bond would be requested as a matter of course but the Parish Council reserve the rights to do so in appropriate circumstances.  
be held by the Council relating to Recreation Ground bookings.
- v. The Recreation Ground Hire Agreement was adopted.
- vi. It was resolved to adopt the CCTV Code of Practice Policy at the February Council meeting.

## **20/011 MATTERS FOR FURTHER DISCUSSION**

- i. Recreational Areas for all age groups.

## **20/012 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 12th February, 2020.

Chair Newcombe then closed the meeting for part two and the public left the meeting

## **20/010 NURSERY**

The mediation position was agreed.

## **The meeting closed at 22.30**

**Chair;  
12/02/2020**