

Great Chesterford Parish Council

Draft Minutes of a Parish Council Meeting held on Wednesday 8th May, 2019

Present Chairman Neil Gregory, Cllrs Rachel Thackray, Gareth Bevens, Penny McCullough, Tom Newcombe and Sharon Tricerri

In Attendance 1 member of the public and Amanda Lindsell, Clerk to the Council.

19/060 ELECTION OF CHAIRMAN

Cllr Newcombe was nominated as Chairman
Proposed; Cllr Gregory. Seconded; Cllr Bevens.
There were no other nominations.

Cllr Newcombe was unanimously elected Chairman and signed the Declaration of Acceptance of Office of Chairman which was countersigned by the Clerk as Proper Officer of the Council.

Chairman Tom Newcombe took the Chair and extended a huge thank you to Cllr Gregory for chairing the Parish Council for five years, and formally congratulated Cllr Gregory and Richard Pavitt on their recent appointment as District Councillors. Thanks were also extended to Cllr Redfern in her absence for all the invaluable work she has undertaken for the Parish Council and the village, in her role as District Councillor for twelve years.

19/061 ELECTION OF VICE- CHAIRMAN

Cllr Bevens was nominated as Vice-Chairman.
Proposed; Chair Newcombe. Seconded; Cllr Gregory.
There were no other nominations.

Cllr Bevens was unanimously elected Vice-Chairman and signed the Declaration of Acceptance of Office of Vice-Chairman which was countersigned by the Clerk as Proper Officer of the Council.

19/062 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs David Hall, Mike Mitchell and Julie Redfern.

19/063 DECLARATIONS OF INTEREST.

District Cllr Gregory- member of Uttlesford District Council.
Cllrs Bevens and Tricerri - members of the Allotment Society.
Chairman Newcombe - partner at Birketts.

19/064 MINUTES OF THE LAST MEETING

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

19/065 PUBLIC PARTICIPATION

Recently appointed District Cllr Richard Pavitt detailed a meeting this week with the new leader of the District Council, where the Local Plan was briefly discussed and noted that the leader was minded to consult with the Inspectors with regard to numbers and consider options regarding a review, including whether UDC should consider paying for top consultants to review the numbers.

A request was also submitted to access the DC's formal response to the Consultant's questions.

It was noted that the new leader of the District Council wishes to ask the Inspectors what options are available if UDC wish to question the Objectively Assessed Need.

The new District Councillors requested a District Councillor report slot on every agenda going forward.

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Cllr Gregory left the meeting.

19/066 PLANNING

i. UTT/19/0976/LB - White Cottage, Church Street

Replacement of glazing and refurbishment of existing windows to the front elevation. No objections.

ii. UTT/19/0950/LB - White Cottage, Church Street

Removal of existing kitchen window and insertion of new french doors to the rear garden. No objections.

iii. UTT/19/0514/HHF - Wearn's Folly, 9 Carmen Street

Proposed boundary fence and gate. It was agreed that the Council do not object to this application but note the lack of clarity of the plan, including uncertainty of whether the vegetable patch will be in or outside the fence, the plan not showing the entire garden and doubt over the land ownership of Barcroft as the application states that all land belongs to the landowner. The Council also note that the height of the fence should not obstruct the protected view of the Church from Carmen Street as stated in the 2012 Conservation Area review.

To note the following planning decisions;

iv. UTT/19/0459/HHF - 5 Eastgate, Newmarket Road, Great Chesterford

Erection of single storey porch extension to dwelling and single storey extension to garage. Approved.

v. UTT/19/0353/HHF - 1 Thorpe Lea Close, Great Chesterford

Construction of new office from sitting room and new single garage. Approved.

vi. UTT/19/0298/HHF - 4 Four Acres, Great Chesterford

Erection of single storey rear extensions and internal alterations to shower room and garage. Approved.

vii. UTT/19/0108/FUL - Field Farm, Field Farm Drive

Proposed grain store. Approved.

viii. UTT/18/2752/FUL - The Close, Church Street

Proposed erection of a detached 5 bedroom dwelling and two bay cart shed and studio. Formation of new vehicular access. Approved.

19/067 FINANCE

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

The following transactions;

300220 - Chesterford Community Centre - hall hire April 19 - £11.00

300221 - Chesterford Community Centre - electricity charge 19/01/14 - 31/12/18 - bollard/gate contribution - £1149.85

300222/223/224 - Salaries + expenses - £1562.20

300225 - Exgratia payment - £1077.46

300227 - Essex Pension Fund - £454.10

were approved for payment from the Parish Council current account alongside the following online payments;

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

DD - E.On streetlights - £465.76

The following transactions;

300033 - Mr Howe - reimburse fence posts - £41.51

were approved for payment from the Recreation Ground Trust account.

ii. The asset register was approved at £291,313 and the council resolved to review the register annually.

iii. The clerk read out and the Council approved and completed section 1 the Annual Governance Statement 2018/19, noting the need, as per the external auditor's 2017/18 report to acknowledge that proper opportunity to exercise elector's rights was not provided in 2017/18. The Council also noted that other issues highlighted by the internal and external auditor 2017/18 have been successfully resolved.

iv. Following circulation of the year end bank reconciliation the Council approved the annual accounts and completed and signed the Section 2 Accounting Statements 2018/19.

v. The Council noted the completion of the Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) to be displayed from 13th June 2019, and making available the

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Annual Governance and Accountability Return and associated documents on application to the clerk, between 17/06/19 and 26/07/19.

19/068 OPEN SPACES

- i. It was noted that Cllr Mitchell is seeking further quotations for the pollarding of the tree near the footbridge on the Recreation Ground.
- ii. It was noted that Cllr Bevens is investigating smaller, more rural signage for the cross country route, with a more substantial sign for the start and finish.
- iii. It was agreed that Cllr Tricerri would liaise with Aubrey to assess the feasibility of relocating the notice board to the wall of New Farm House, Carmel Street. Thanks were extended to the owners of New Farm House for offering their wall for the project.
It was resolved that the clerk would also look into grant availability for notice boards and enquire regarding planning permission.
- iv. It was resolved to consider the condition of the Village Sign at the June meeting.

19/069 NEIGHBOURHOOD AND LOCAL PLAN

- i. Cllr Thackray updated the Council on several recent Neighbourhood Plan meetings with Cllr Wilkinson from Little Chesterford, the paid co-ordinator, critical friend and also the working group. Feedback has been given on the policies and justifications and these are now being updated based on responses. Cllr Wilkinson will present a slide show at the APM 22nd June, which will form part of the community consultation, alongside other pop-up events. A second written communication is planned for despatch to the community, directing residents to engage with the plan.
The Council acknowledge that a Neighbourhood Plan gives two years protection against the three year land supply due to the presumption in favour of sustainable development in the February 2019 update to the NPPF.
- ii. Cllr Thackray confirmed that her research shows Neighbourhood Plans cost between £10,000- £80,000, but suggests the Chesterfords Plan costs will be in the region of £15,000. An interim budget was requested for the June meeting and it was agreed that the clerk would research the Locality and AECOM grants detailed at the recent Neighbourhood Plan seminar. Chairman Newcombe thanked Cllr Thackray for her work.
- iii. Chairman Newcombe detailed proposed attendance at the conference with the barrister scheduled for 24th May. Budgets to date are £65,000 - £78,000 but may reduce depending on attendance required, particularly by the barrister. The Council agreed that significant fundraising is required as the Council has £25,000 budgeted for the Local Plan. It was resolved that Cllr Bevens would advise the fundraising group that their target is £50,000.

19/070 ASSETS OF COMMUNITY VALUE

It was resolved to review the assets of community value at the June Council meeting.

19/071 MATTERS FOR FURTHER DISCUSSION

- i. New play area development maintenance.
- ii. Speedwatch update.
- iii. Googlegroup.
- iv. Website .
- v. Memorial.
- vi. Days fridge unit.
- vii. Chesterford Research Park and Welcome Trust invitation to meetings.
- viii. Welcome Trust update.

19/072 DATE OF NEXT MEETING

The next meeting of the Parish Council will be the Annual Parish Meeting, held at 7.30pm on Wednesday 22nd May, 2019.

The next Parish Council Meeting will be held at 7.30pm on Wednesday 12th June.

The meeting closed at 9.50pm.