

Great Chesterford Parish Council

Draft Minutes of a Parish Council Meeting held on Wednesday 8th July, 2020 on Zoom.

Present	Chair Tom Newcombe, Mike Mitchell, Julie Redfern, Wendy Martin, Sharon Tricerri and Rachel Thackray.
In Attendance	Four members of the public and Amanda Lindsell, Clerk to the Council.

20/119 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Cllr Gareth Bevens and District Cllrs Neil Gregory and Richard Pavitt.

20/120 DECLARATIONS OF INTEREST

Cllr Mike Mitchell declared a personal interest in agenda item 20/124ii and iii, as a neighbour.

Cllr Wendy Martin declared a personal interest in agenda item 20/124 ii and iii, as a friend of the applicants.

Cllr David Hall joined the meeting.

20/121 MINUTES OF THE LAST MEETING

The minutes of the June 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.

20/122 PUBLIC PARTICIPATION

A member of the public asked the Parish Council to consider providing defences against unauthorised encampments at Horse River Green, detailing residents current actions blockading the areas with their vehicles. It was suggested that the Parish Council seeks the opinion of the most local residents and suggested the installation of timber bollards (including a couple of removable bollards to allow permitted access for events) as the most sympathetic and cost effective defence, with ditching or earth barriers muted as suggested alternatives.

The Parish Council agreed that they were happy for the resident to seek the opinion of local residents, and that a message would also go out on the Google Group to notify residents of this consultation.

Two members of the public detailed their objections to UTT/20/1493/HHF and UTT/20/1494/LB, including;

i. Over shadowing and over looking issues, with five upper floor windows causing issue.

ii. Loss of privacy.

iii. Noise concerns relating to the application details stating use by local music groups.

District Cllr Pavitt joined the meeting.

The clerk detailed the following items raised by members of the public;

a. Further concerns raised by another resident regarding the overgrown hedgerow on the B184 between Jacksons Lane and Stumps Cross. Residents are struggling to safely exit their drives as vision is so poor. Cllr Mitchell noted that he has had a look at the issue, but noted that the work is Essex County Council's responsibility.

Cllr Penny McCullough joined the meeting.

b. A resident reported large groups of unsupervised children, not socially distancing, having to be asked to leave the skate park to enable a pre-booked session to take place. Following discussion, it was agreed that the booking system for the skate park will cease in two weeks, to avoid conflict between booked and casual sessions. Chair Newcombe resolved to include a message in his next newsletter, about personal responsibility and considerate socially distanced use of all the play areas and equipment. PM/ TN

c. Several sports clubs and groups have requested block bookings of the multi-sports area as they begin to return to training. It was agreed, that while lockdown continues, residents use is the Parish Council's priority, and as such the multi-sport area will not be available for block bookings by groups at this time. Chair Newcombe resolved to include this information within his next newsletter. AL/ TN

d. The resident who stood down from grass cutting during lockdown has advised that he hopes to return to grass cutting at the end of July.

20/123 COUNTY AND DISTRICT COUNCILLOR'S REPORTS

District Cllr Richard Pavitt noted;

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- i. The District Council finances have been aided by a further Government grant, but currently have a loss of £2.3million largely due to the Covid-19 pandemic.
- ii. School transport is currently a major issue, with a socially distanced double decker bus only able to carry 17 pupils, and no working solution currently agreed.
- iii. The large unauthorised encampment at Friends School were served their eviction notice 08/07/2020, and will be on the move 09/07/2020. The Essex Countrywide Traveller Unit have confirmed that due to the easing of lockdown, the usual process of evicting unauthorised encampments has been reinstated, observing social distancing precautions.

20/124 PLANNING

The following comments were agreed in response to planning applications;

- i. UTT/20/1503/HHF - 9 Ash Green, Great Chesterford

Garage conversion and single storey side extension. No objection, subject to resolution of the neighbour's concerns relating to overlooking.

- ii. 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. No objection, subject to:

a. Confirmation that the Conservation Officer is satisfied that there will be no detrimental impact to Brock House.

b. Due to the size and dominance of the property, it is essential that materials used are sympathetic to the principle property, are strictly controlled and provided to the Council for approval.

c. Frosting or removal of the two small bedroom windows and frosting of the remaining windows on the kitchen corner and north-west stairs.

d. Conditioning to ensure that the garden house remains part of and ancillary to Brock House and not separately disposed of.

e. Conditioning that appropriate sound proofing is put in place.

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

Demolition of garage/store building - As UTT/1493/HHF.

The following planning decisions were noted;

- iv. UTT/20/1260/DOC - 1 Manor Cottages, Manor Lane, Great Chesterford

Application to discharge condition 2 (details of materials) attached to UTT/18/1961/HHF - Discharge conditions in full.

- v. UTT/20/1170/DOC - Land at Chesterford House, High Street, Great Chesterford

Application to discharge conditions 2, 3, 4 and 5 (Archaeological Written Scheme of Investigation and Evaluation) attached to UTT/18/2969/FUL - Discharge conditions in full.

- vi. UTT/20/0977/LB - Reed House, Manor Lane, Great Chesterford

Partial demolition and repair of rear garden wall - Approved.

- vii. UTT/20/0949/HHF - 18 Thorpe Lea Close, Great Chesterford

Single storey rear extension, side facing dormer and first floor windows to side elevation - Approved.

- viii. UTT/20/0793/LB - Mill Cottage, Newmarket Road, Great Chesterford

Removal of kitchen wall, installation of oak clad steel structure for structural reinforcement and relocation and replacement of hot water cylinder to utility room - Withdrawn.

20/125 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 - Unity Trust Bank - quarterly charge - £18.00

OP - EALC - Play Park webinar - £48.00

OP - Bryan Lecoche Ltd - concrete block hire - £741.60

OP - Grafton Merchandising - nursery fencing - £452.90

OP - Grafton Merchandising - nursery fencing - £181.16

OP - June salaries and expenses - £1731.89

OP - Essex pension Fund June 2020 - £551.96

OP - HMRC quarterly PAYE/NI contributions - £682.39

OP - CB Mower Services Ltd - £384.43

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

were approved for payment.

ii. Having received EALC's list of three recommended Internal Auditors, (which includes the currently appointed Internal Auditor) the Parish Council agreed that they were satisfied with the service they have received from the Internal Auditor and will consider the appointment of an Internal Auditor to review the 2020/21 accounts in March 2021.

iii. The clerk provided a budgeting and reserve update.

iv. The clerk read out the Parish Council Grant Awarding Policy conditions, considerations and eligibility notes.

20/126 OPEN SPACES

i. Cllr Mitchell confirmed that he has walked the ditch from Meadow Road with the contractor, and there is ditch clearance work also to be undertaken on Newmarket Road between the allotments and culvert at Newmarket Road, possibly in August/September.

ii. Cllr Mitchell confirmed that he has looked at the overgrown hedge on Walden Road, and the contractor is providing a quote to cut the hedge back. It was agreed that this is Essex County Council's responsibility and the Parish Council do not have the power to undertake activity which legislation permits another authority to undertake. It was agreed that the Clerk would again write to ECC requesting that they undertake the work as a matter of priority. AL

iii. Cllr Mitchell detailed the replacement notice board quotations to date, and mentioned an offer from a resident to artwork the graphics for a metal sign similar to one he designed for a Church notice board. It was agreed that Cllr Mitchell will forward the quotes to the Council, that the clerk will continue to pursue grants and that Cllr Tricerri would seek local carpenters to consider undertaking the work. MM/AL/ST

iv. Cllr Mitchell confirmed that the repair to the Meadow Road bench will be undertaken imminently.

v. It was agreed that once the benches at Hall Garden have been lifted professionally, they will be moved to the orchard and next to the allotments.

vi. It was agreed that Cllr Redfern would circulate details and pricings for the heavy benches made from recycled plastic, and that the Clerk would apply for an Essex County Council Micro-Grant to help fund the purchase of three benches and the cleaning of the graffitied bench. JR/AL

vii. Cllr Mitchell detailed quotations to refix the base and paint the village sign. The Council resolved to accept the quotation from the builder that included the original supply company of the sign. MM

viii. It was agreed that the Council supports the relocation of the flagpole, providing there is no cost to the Council.

ix. It was agreed that Cllr Mitchell would co-ordinate an independent review of the play areas in Great Chesterford and liaise with the Town Council regarding suppliers of the new equipment in Walden. JR/MM

20/127 RECREATION GROUND TRUST

i. It was noted that the ROSPA report highlighted areas of wood rot in the play areas at the Recreation Ground and at Pilgrims Close.

ii. Cllr Mitchell confirmed his attendance at the EALC Play Park reopening webinar and confirmed that although he has tied back some of the swings to maintain distancing by users of the play park, these have been continually removed by residents.

Cllr Mitchell noted that part of the risk assessment of the reopening of the parks is monitoring and requested that Councillors are mindful to take a look when passing. If Councillors notice serious social distancing issues, further notices can be issued, and play parks can be shut. ALL

iii. It was agreed that verti-draining will be undertaken later in the year. The Council accepted the quotation for the recommended slow release fertiliser application for the football pitch.

iv. The Council agreed that advice will be sought, and if recommended the routine maintenance of the outdoor gym equipment will be brought forward. MM

20/128 CHESTERFORD COMMUNITY CENTRE

i. It was agreed that Cllr Mitchell would invite the Community Centre to provide an update regarding funding in view of the financial impact of the Covid-19 pandemic, with a view to a meeting. MM

ii. The Council ratified the decision to install concrete blocks at the entrance to the Community Centre to deter unwanted access, whilst maintaining access for emergency vehicles and legitimate users of the Centre and Recreation Ground. It was agreed that Cllr Mitchell would discuss the installation of alternative height restriction or gates at the entrance with the Community Centre. MM

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20/129 NURSERY

Cllr Mitchell confirmed a meeting booked for 15/07/2020 with Cllr Redfern and Essex County Council's delivery team.

Chair Newcombe expressed the Council's thanks to Cllr Mitchell (and others) for the extensive works he has undertaken on the Council's behalf.

20/130 MATTERS FOR FURTHER DISCUSSION

- i. Chair Newcombe to forward the flags to Cllr Martin.
- ii. It was agreed that Cllrs Mike Mitchell and Sharon Tricerri would confirm whether the gym equipment located on the open space in Pilgrims Close has been removed, as requested by the Parish Council 04/03/2020. Clerk to reissue letter if not. Review at September meeting. MM/ST
- iii. Signage erected by the homeowner on the B184 detailing - Private road, Park Farm only, 15mph. The proposed barrier is under review.
- iv. Blocks, bollards, height restriction alternatives.
- v. RGT policies.
- vi. Neighbourhood Plan Group to circulate the Local Heritage List for consideration of further nominations. UDC to review in September.
- vii. Local Plan.
- viii. Scout Hut and storage.
- ix. Horse River Green - tree work proposals.

20/131 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 2nd September, 2020.

The meeting closed at 10.23pm.