

Great Chesterford Parish Council

Minutes of the Parish Council Meeting held on Wednesday 9 February 2022

Present	Chair Tom Newcombe, Councillors Simon Cleary, David Hall, Mike Mitchell, Julie Redfern, Rachel Thackray and Sharon Tricerri.
In Attendance	District Cllr Neil Gregory, one member of the public and Kate Stacey, Clerk to the Council.

Chair Tom Newcombe welcomed Councillors to the first meeting of 2022 and also Kate Stacey to her first meeting as Clerk.

22/1 Apologies for Absence

Apologies for absence were received and noted from Cllr Penny McCullough, County Cllr Paul Gadd and District Cllr Richard Pavitt.

22/2 Declaration of Interests

Chair Newcombe noted that he was a partner at Birketts. Cllr Thackray declared a personal interest in agenda item 22/17 as a Governor of the Primary School.

22/3 Minutes of the Last Meeting

The minutes of the 7 December 2021 Parish Council meeting were approved by Councillors as an accurate representation and signed by the Chair.

22/4 Co-Option of New Councillor

It was agreed that the current Councillor vacancy should be advertised more widely around the Village; the Clerk would post the vacancy on the Village website and email group and also via the noticeboard and Broadsheet, also via the two pubs and shop if possible. Councillors would also contact likely candidates.

22/5 Public Forum

A member of the public made a comment on item 22/7ii (which is reflected at that item below). A member of the public asked that information on progress with the new Nursery be made available to the Village. That a report was overdue was acknowledged by the PC and the village will be updated on progress.

22/6 County and District Councillor's Reports

County Cllr Paul Gadd had submitted his report (see Appendix 1).

District Cllr Neil Gregory reported that a first draft of the Local Plan would be submitted on 11 April and a briefing would be given to members of the Council. The final version would then be submitted to the Council. Cllr Gregory noted that the issue relating to the fence at Hyll Close was now in the hands of Council enforcement. It was agreed that the Clerk would write to the Council to make a comment on the lack of consultation regarding the sale and use of land at Hyll Close and proposing a way forward. Cllr Gregory noted that it had been identified that some rivers around the area had high levels of pollution; this is being closely monitored. Cllr Gregory reported that UDC had been required to earmark a £1million 'buffer' within their reserves. He also reported that UDC had had its power to make decisions on major planning applications removed by the government as it was deemed as "not adequately performing" when it came to determining applications. Chair Newcombe agreed to send a message out via the Village Google Group concerning the issue.

22/7 Planning

The following comments were agreed for response to UDC in relation to planning applications;

- i. Extension to house, conversion of stable block to living accommodation, extension to outhouses and erection of triple garage (works commenced under planning permission UTT/0021/93/FUL and listed building consent UTT/0022/93/LB). **Chesterford House** High Street Gt Chesterford CB10 1PL. Ref. No: UTT/22/0234/CLP. No comment; as the issue concerns lawfulness the PC is not in a position to comment.

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- ii. Non-material amendment to UTT/21/2113/FUL - Trees behind Plots 12-13 to be removed, revision to French doors of plot 10 and roof tile specification. **Land North Of Bartholomew Close** Bartholomew Close Great Chesterford. Ref. No: UTT/22/0041/NMA. Object to the unnecessary removal of trees with no suggestion of replacement.
- iii. Proposed works to ceiling/floor joists and chimney breast top plate. **May Cottage** Carmel Street Great Chesterford CB10 1PH. Ref. No: UTT/21/3413/LB. No comment.
- iv. Proposed removal of existing porch and erection of new porch. **4 St Johns Close** Great Chesterford Essex CB10 1PB. Ref. No: UTT/22/0270/HHF. No comment.
- v. Removal of three tree branches. **The Gables Carmel Street** Great Chesterford Saffron Walden CB10 1PH. Ref. No: UTT/22/0268/TCA. No comment.

The following Uttlesford District Council planning decisions (January/December) were noted;

- iv. UTT/21/3618/TCA Felling of walnut tree, Manor Farm, Manor Ln, Gt Chesterford, CB10 1PJ – **No objections**
- v UTT/21/3388/LB Proposed two storey side extension with attic rooms. Subdivision of dwelling into 3 no. individual dwellings. Creation of new window and external doors, replacement of existing door with windows and landscaped gardens. Internal and external alterations including addition of internal partitions and door, creation of new staircase, demolition of walls/partitions. Chesterford House, High St, Gt Chesterford, CB10 1PL. **Refused**
- vi UTT/21/3387/FUL Proposed two storey side extension with attic rooms. Subdivision of dwelling into 3 no. individual dwellings. Creation of new window and external doors, replacement of existing door with windows and landscaped gardens. Chesterford House, High Street, Great Chesterford, CB10 1PL. **Refused**
- vii UTT/21/3341/HHF Proposed loft roof lights. 11 South Street, Great Chesterford, CB10 1NW. **Approved**
- viii UTT/21/3237/HHF Replacement like-for-like ground floor front bay window, first floor front bedroom window and first floor front bathroom window. 1 Delles Cottage, Carmen Street, Gt Chesterford CB10 1NR. **Approved**
- ix UTT/21/3231/HHF Part reconstruction of single storey extension, replacement windows and internal alterations. Flint Cottage, Newmarket Road, Great Chesterford, CB10 1NS. **Approved**
- x UTT/21/2804/DOC Application to discharge condition 7 (wildlife sensitive lighting), 8 (SuDS maintenance) and 13 (details of walk/cycle way) attached to UTT/21/2113/FUL. Land North Of Bartholomew Close, Bartholomew Close, Great Chesterford. **Discharge Conditions in Full**
- xi UTT/21/2805/DOC Application to discharge condition 7 (wildlife sensitive lighting), 9 (SuDS maintenance) and 14 (details of walk/cycle way) attached to UTT/21/2114/FUL. Plot 7 Land North Of Bartholomew Close, Bartholomew Close, Gt Chesterford. **Discharge Conditions in Full**
- xii. Non material amendment to UTT/21/2114/FUL - Revision to French door and roof tile specification (plot 7). Land North Of Bartholomew Close Gt Chesterford. Ref. No: UTT/22/0039/NMA. **Approved**
- xii. Garden office. Buffins High Street Great Chesterford CB10 1PL. Ref. No: UTT/21/3555/CLP. **Approved**
- xiv. Replacement of UPVC windows to wooden sash windows Buffins High Street Great Chesterford CB10 1PL. Ref. No: UTT/21/3450/CLP. **Approved**
- xv. Two storey rear extension 4 Eastgate Newmarket Road Great Chesterford CB10 1PA. Ref. No: UTT/21/3417/HHF. **Approved**
- xvi. Erection of 2no. dwellings with new access off Walden Road (amended scheme to that approved under planning permission UTT/21/0262/FUL). Chesterford House High St Great Chesterford CB10 1PL. **Approved**
- xvii. Proposed cart lodge 4 Eastgate Newmarket Road Great Chesterford CB10 1PA. Ref. No: UTT/21/3324/HHF. **Approved**
- xviii. Proposed extension and conversion to residential of former coach house, stable, outbuilding and garage (amended scheme to that approved under planning permission UTT/15/2436/FUL) The Coach House Chesterford House High St Gt Chesterford CB10 1PL. Ref. No: UTT/21/2907/FUL. **Approved**
- xix. Proposed extension and conversion to residential of former coach house, stable, outbuilding and garage (amended scheme to that approved under listed building consent UTT/15/2437/LB) The Coach House Chesterford House High St Gt Chesterford CB10 1PL. Ref. No: UTT/21/2908/LB. **Approved**

22/8 Finance

i. The Clerk presented a statement of accounts and reconciliation to cash books for the Parish Council current and deposit accounts which were agreed and signed.

The following transactions were approved for payment;

Salaries and expenses January 2022	£2,032
Essex Pension Fund January 2022	£576.26
EALC conference attendance, Cllr Mitchell	£60.00
Grass cutting	£252.06
Wybone – 2 x dog waste bins	£470.38
UDC garden waste collection	£2,800.00
Reimbursement for padlock, Cllr Mitchell	£54.93

22/9 London Road Housing Development

It was agreed that potential road names for the Development would be discussed outside the meeting and a final decision made by the Chair within 7 days.

22/10 Scout Group Hut

The following works by the Scout Group were agreed;

- i) Plant shrubs/whips to the right hand side of the new access slope.
- ii) Erect solar panels on the southern facing roof slope.
- iii) Replace existing old internal lighting with new energy efficient lighting.
- iv) Install an alarm system.

v) Remove old wooden sheds and other structures to the rear and level the land so the area can be used for activities.

(vi) Planning permission application.

It was noted that the power issues and recharging of costs needed to be resolved as well as the lease of the building. Cllr Mitchell and Chair Newcombe agreed to take these issues forward respectively.

At this point the member of the public left the meeting.

22/11 Recreation Ground play area

It was agreed that the matting under the play equipment at the Recreation Ground would be replaced with bonded mulch whilst the already agreed fencing work was undertaken. Approximately £7,500 was set aside for the bonded mulch matting and a replacement section of equipment.

22/12 Recreation Ground Trust

Cllr Mitchell reported on the RGT (see Appendix 2).

22/13 Open spaces

Cllr Mitchell reported on Open Spaces (see Appendix 2).

Cllr Cleary agreed to seek grants for improvements to the Recreation Ground and Pilgrims Close play areas. Cllr Thackray agreed to consult with children and parents as to suggestions for potential improvements to play areas. It was noted that two areas of tarmac at Pilgrim's Close needed maintenance. Chair Newcombe would identify the owners of the area and then consider how best to progress the issue. In relation to the play area off the footpath between the High Street and Pilgrims Close Chair Newcombe would write to appropriate residents to advise them that the fence was to be removed and that any issues arising should be drawn to the PC's attention for discussion at the April meeting. It was noted that there was an area near to Jackson's Lane that belonged to the PC but was presently unused. It was agreed that £100 would be set aside to provide a fence around the Village flagpole.

22/14 Jubilee celebrations

An email had been sent to members of the Village to ask for suggestions for suitable events to celebrate the Queen's platinum Jubilee. One response had been received. Cllr Redfern agreed to locate the Village beacon which would be lit on Horse River Green. Chair Newcombe would write to

the Village to encourage volunteers to initiate activities which the PC might coordinate but not run themselves.

23/15 Neighbourhood plan

Cllr Thackray reported that the plan had been gone through an external health check and the neighbourhood plan steering group is reviewing the resulting recommendations. The steering group is aiming to have these amendments completed by 21st February, before giving the full plan a final check and submitting to UDC. Meetings of the working group had been held almost every Monday to work on the plan. The draft plan could be found on the GCPC website.

22/16 Local Plan

There was nothing to report under this item.

22/17 Nursery

i. The Council resolved to carry out agenda item 22/17 in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The public were excluded from the meeting for the consideration of item 22/17ii.

ii. Cllr Mitchell detailed recent progress and meetings.

22/18 Parish Council Clerk

The engagement and contractual arrangements for new clerk Kate Stacey were agreed and funds set aside for her attendance at three appropriate training courses.

22/19 Matters for Further Discussion

The following items were raised for future discussion;

- i The possibility of a permanent Christmas Tree for Horse River Green.
- li The proposal of an Annual Village Meeting.

22/20 Date of Next Meeting

The next meeting of the Parish Council would be held at 7.30pm Wednesday 9th March 2022

The meeting closed at 10pm.