

GREAT CHESTERFORD PARISH COUNCIL

MINUTES OF A MEETING OF GREAT CHESTERFORD PARISH COUNCIL HELD ON WEDNESDAY 10th OCTOBER 2018 AT 7:30PM IN THE COMMUNITY CENTRE, GREAT CHESTERFORD.

Present; Chairman Neil Gregory, Gareth Bevens, Penny McCullough, Mike Mitchell, Tom Newcombe and Sharon Tricerri

County Cllr John Moran , 4 members of the public and Amanda Lindsell, the clerk.

18/123 Apologies for absence

Apologies for absence were received and accepted from District Cllr Julie Redfern and Cllr David Hall.

18/124 Declarations of Interest

Cllr Newcombe - Partner at Birketts.

Cllr McCullough - Child attends The Chesterfords Pre-School and is on the waiting list for Chesterford Montessori.

The council agreed that some agenda items would be taken out of sequence before the exclusion of the press and public to discuss items of a confidential or sensitive nature.

18/125 Minutes of the Last Meeting

The minutes of the September Parish Council meeting were approved by councillors as an accurate representation and signed by Chair Neil Gregory.

18/126 Public Forum

Matters raised included;

i. County Cllr John Moran explained Essex County Council`s new devolution scheme led by Kevin Bentley to hand responsibility on matters such as grass cutting and minor road repairs to capable town and parish councils, with funding available. ECC have also reverted to having named a Highways contact, which for Great Chesterford is Robbie Robertson.

ii. Councillors requested support from County Cllr John Moran on the following matters;

- a. Footpath between Little and Great Chesterford, a section is completely overgrown, request conversion to 2m wide cycle path.
- b. Increased crime in the parish.
- c. Increased speeding on Newmarket Road.

Cllr Howard Rolfe confirmed that the path on the B184 is being dealt with and agreed to follow up the cycle path issue with Cty Cllr Moran and noted that the High Street and Audley End Road are scheduled for pot hole repair this year and full resurfacing next year.

18/127 Planning

The following comments were agreed to be returned to Uttlesford District Council in response to planning applications.

i. UTT/18/2636/NMA - Thorpe Lea, Walden Road, Great Chesterford.

Non-material amendment to UTT/17/0712/DFO - Roofing material to unit type E1 and E2 amended from plain clay tiles to natural slate. No objections.

ii. UTT/18/2624/DOC - Thorpe Lea, Walden Road, Great Chesterford.

Application to discharge condition 7 (archaeological report) attached to UTT/15/2310/OP 13/06/16. No objections.

iii. UTT/18/2517/HHF - 9 The Elms, Great Chesterford.

Front extension to the garage and the canopy (additional extension to previous approval UTT/18/1732/HHF)No objections.

The following planning decisions were noted;

iv. UTT/18/2200/CLP - 4 The Willows, Great Chesterford.

Loft and garage conversion and rear extension - Approved.

v. UTT/18/2587/DOC - Mortimers, School Street, Great Chesterford.

Application to discharge condition 2 - Discharge conditions in full.

vi. UTT/18/2086/HHF - The Limes, School Street

Proposed cladding/ hardy plank on front gable - Approved with conditions.

vii. UTT/18/1962/HHF - South View, South Street, Great Chesterford

Erection of single storey link extension between garage and dwelling - Approved with conditions.

A member of the public arrived.

18/130 Neighbourhood (i) and Local (ii) Plan.

i. Cllrs Newcombe and Mitchell explained the importance of progressing the Neighbourhood Plan and the need for a public consultation. A meeting is being arranged for early November to delegate roles, review plans and seek volunteers. The council thanked Cllr Mitchell for leading this project.

ii. Chair Gregory confirmed that councillors are meeting with the PC barrister next week to review strategy and cost. There is now a 6 week consultation regarding the Addendum of Focussed Changes to the Reg 19 Local Plan (16/10/18-27/11/18). It is hoped that the draft plan will go to the inspector in January 2019 (before 24th or housing numbers increase), with an outcome anticipated in October 2019.

The Local Development Framework process will commence in November 2018.

18/131 Open Spaces and Equipment

Cllr Tricerri detailed recent work in the play park;

i. The tightening of the cable zipwire by the installer was originally understood to be under warranty, however an invoice for £105 has been received - awaiting update.

ii. ROSPA recommended Play Maintain for play park works and have quoted £1142.45 for all works including repainting the youth shelter.

iii. The skate park is being assessed for repair in November at a cost of £200 which gets credited against future works.

Cllr Mitchell confirmed that;

iv. A further quotation is being sought for the proposed bollards and barriers.

- v. Chesterford Community Centre has agreed to pay 50% of the bollard and barrier costs.
 - vi. The village sign concrete base requires work and shall be referred to Aubrey for repair.
 - vii. Cllr Redfern has sent out a notice requesting expressions of interest in future use of the Scout Hut with a 05/11/18 deadline.
- A member of the public left the meeting.

18/132 WW1 Commemoration

Cllr Bevens confirmed;

- i. The silhouettes and road closure notices are all received.
- ii. A lighting company are lighting up the trees and houses.
- iii. A 1930's funfair, village club stalls, Cambridge City brass band and food stalls from The Plough, Days, Crown and Thistle are all confirmed.
- iv. MP Kemi Badenoch and Great Chesterford's most senior resident will light the beacon.
- v. The WI are knitting poppies (950 to date!)
- vi. Costs to date are £8,800, £8,400 currently raised, current marquee quote for £1,100 possibly to be funded by another donation.
- vii. Book production being complicated by possible copyright issues but hoping to print 500 books at £2 each.
- viii. Assistance required with traffic marshals (PC to organise roster) , street plan, set up and clear up plan. All volunteers welcome.

18/133 One Way Traffic Scheme

Cllr McCullough presented a proposal to create a one way traffic scheme to alleviate congestion, improve parking, reduce speeding and decrease the use of Great Chesterford as a rat run at rush hour. Following discussion it was agreed that Cllr Newcombe would contact Peter Bratt Associates for advice.

18/134 Emergency Plan

It was agreed that a new Emergency Plan is needed and that the clerk would circulate a local emergency plan for advice. It was resolved that Cllr Bevens would request assistance in collating volunteers and helpers from the WI and Cllr Newcombe would audit the Council's emergency supplies.

18/135 Minor Highway Repairs

It was agreed that the clerk would forward the following three minor repairs for approval within ECC Highways's minor repair scheme;

- i. Church street potholes.
- ii. Pilgrim's Close footpath repair.
- iii. Station Approach potholes.

18/128 Finance

- i. The clerk circulated a statement and review of accounts and a list of the following cheques for approval;

300143 - PKF Littlejohn - external audit - £480.00

300144 - Chesterford Community Centre - hall hire - £11.00
300145 - Mrs Redfern - Temporary Events Notices - £21.00
300146 - Maintenance salary Sept 2018 - £645.62
300148 - Namesco Ltd - renewal of domain - £52.79
300149 - Interim clerk salary Sept 2018 - £654.32
300150 - Interim clerk's expenses Sept 2018 - £87.06
300151 - Clerk salary September 2018 - £634.98

which were approved for payment from the Parish Council current account alongside the following transfer and direct debits;

Tfr - Remembered Trading Ltd - replacement silhouette TBNT - £55.42
Tfr - Bullfinch Ltd - Beacon - £432.00
Tfr - Unity Trust Bank service charge - £18.00
DD - A & J Lighting - Oct 18 maintenance - £161.64
DD E.On - Oct 18 street lighting - £375.14

The following cheques and payments were approved for payment from the Recreation Ground Trust account;

300021 - Simpsons Nurseries Ltd - 2 x gala trees - £25.00
300022 - Net World Sports - 3 x winders - £258.92
300023 - Ridgeons Ltd - fence post and deck boarding - £26.45
OP - Unity Trust Bank service charge - £18.00

It was resolved that the clerk would transfer the funds to cover cheques 300021 and 300023 from PC funds.

ii. It was agreed that the clerk would arrange for all councillors to be signatories on the PC bank accounts to ensure smooth running of the finances, and that training would be available if required.

iii. The council noted that PKF Littlejohn have not currently completed their review of the Annual Governance and Accountability Return and have issued an interim External Auditor Report in which they note that in their opinion the information provided is in accordance with proper practises and no matters give cause for concern that relevant legislation and regulatory requirements have not been met. The Notice of Audit detailing the rights of inspection was completed and displayed on the notice board and on the website before 30th September.

iv. The maintenance contract was agreed and it was resolved that the clerk would investigate alternative pension schemes.

The meeting was closed to the public and the remaining public left the meeting.

18/129 Chesterford Montesorri.

It was agreed that Chair Gregory would reiterate to all parties that until current issues are resolved;

i. No leases will be granted.

ii. All work must cease and permission is not granted for access to the site.

The press and public were then permitted to re-enter the meeting.

18/136 Matters for Further Discussion

None.

18/137 Date of Next Meeting - 14th November, 2018.

The meeting closed at 9.45pm.