

# Great Chesterford Parish Council

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## **Draft Minutes of a Parish Council Meeting held on Wednesday 10th June, 2020 on Skype.**

<b>Present</b>	Chair Tom Newcombe, David Hall, Mike Mitchell, Julie Redfern, Wendy Martin, Sharon Tricerri and Rachel Thackray.
<b>In Attendance</b>	District Councillor Neil Gregory, one member of the public and Amanda Lindsell, Clerk to the Council.

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### **20/103 APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted from District Cllr Pavitt.

### **20/104 DECLARATIONS OF INTEREST**

None.

### **20/105 MINUTES OF THE LAST MEETING**

The minutes of the 13/05/2020 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.

### **20/106 PUBLIC PARTICIPATION**

The Clerk detailed a call from Uttlesford District Council notifying the Parish Council of a report of two traveller caravans located on Field Farm Road, leading to the Cam Valley Crematorium. It was resolved that the Clerk would notify the Essex Community Traveller Unit. District Cllr Gregory noted that the 15 traveller caravans currently at the former Friends School site are being evicted and have already reduced to eleven.

*Cllr Gareth Bevens and Cllr Penny McCullough joined the meeting.*

Cllr Redfern confirmed her liaison with UDC regarding a complaint relating to signage at Shelfords and assistance being provided to enable a neighbouring property to Days, and Days customers to maintain social distancing.

### **20/107 COUNTY AND DISTRICT COUNCILLOR'S REPORTS**

District Cllr Neil Gregory noted;

- i. The current key issues for UDC have been dealing with the Covid-19 crisis and related financial implications.
- ii. The local governance and management arrangements for the new Local Plan are becoming clearer and the East of England LGA have been retained to advise on Local Plan activities and provide guidance on how to administer the local plan going forward.
- iii. Cllr Bevens detailed the Government Covid-19 response which is raising the profile of cycle path provision and requested support from influential parties to encourage Essex County Council's bid to put in place the cycle path to Saffron Walden.

### **20/108 PLANNING**

The following comments were agreed in response to planning applications;

- i. 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. No comment.
- ii. 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. No comment.
- iii. UTT/20/1245/FUL - The Limes, Park Road  
Proposed single dwelling on residential garden land including covered open bay parking for 2 cars and integral bicycle and garden store. (03/07/2020) It was agreed that the Parish Council object to the application on the following grounds;

a. Encroachment into the countryside.

b. Sustainability.

c The proposal lacks true consideration of the exception test ref 79e of the 2019 NPPF.

The Parish Council notes that should UDC be minded to approve the proposal, the Parish Council would require conditioning to protect the mature hedging and removal of permitted development rights.

Cllr Thackray abstained from voting.

The following planning decision was noted;

iv. UTT/20/0944/NMA - 11 The Elms, Great Chesterford

Non material amendment to UTT/19/1650/HHF - 2 no. windows in study, replacement render at front of property and velux windows in kitchen - Approved

## **20/110 NEIGHBOURHOOD PLAN**

Cllr Thackray confirmed that the site assessment has been completed, with the next step being site allocation.

## **20/113 OPEN SPACES**

i. Cllr Mitchell noted that the Parish Council ditches have been cleared out every year for the last few years, but Essex County Council have not responded to PC requests to clear ditches they hold responsibility for and to notify landowners with ditches up and downstream of the Recreation Ground.

ii. It was agreed to again request that Essex County Council clear the ditches for which they are responsible.

iii. It was agreed that the Parish Council would request permission to walk the ditch to where it joins the river, with a view to clearing areas where necessary.

iv. Following receipt of a further complaint from a resident, it was agreed to again request support from County Cllr Moran in getting ECC to maintain the hedges on the B184 near the Jacksons Lane junction.

v. Cllr Mitchell detailed a corrosion issue at the skate park, highlighted by the ROSPA report, which required immediate action, and has now been repaired. Cllr Mitchell explained the long term corrosion issue in the slope at the Scout Hut end of the skate park, and noted that a £400 repair to install a full width plating on the bottom metre of the slope which should prolong the life of the unit for three or four years, but that full replacement would cost £60-90,000.

## **20/114 RECREATION GROUND TRUST**

Cllr Mitchell confirmed that the ROSPA report has been received and will be reviewed fully prior to the July meeting.

## **20/109 FINANCE**

i. The Council noted receipt of the Internal Audit Report.

ii. The Council resolved to reissue payments 300194 (£114.00), 300197 (£630.31) and OP (£51.45) from the 2018/19 accounts.

iii. The Clerk read out and the Council approved the Section 1 Annual Governance Statement of the Annual Governance and Accountability Return 2019/20, which was then signed by the Responsible Financial Officer and will be signed by the Chair at the earliest opportunity.

iv. The Council approved the annual accounts, and the Section 2 Accounting Statements 2019/20, which was then signed by the Responsible Financial Officer and will be signed by the Chair at the earliest opportunity.

v. The Council noted the completion of the Notice of Public Rights and Publication of Annual Governance and Accountability Return, which will be displayed from 13th June 2020, making available the Annual Governance and Accountability Return and associated documents on application to the clerk, between 17/06/20 and 26/07/20.

vi. 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;

OP - JC Carpentry - temporary repair to notice board - £100.00

OP - JC Carpentry - repair to nursery following break in - £520.00

OP - Reissue of 18/19 300194 - £114.00

OP - reissue of 18/19 300197 - £630.31

OP - reissue of 18/19 OP- RGT - £51.45

291 - Mrs Y Morton - internal audit - £65.00

OP - Salaries & expenses May 2020 - £1769.22

OP - Essex Pension Fund May 2020 - £567.31

OP - Grafton Merchandising - nursery fencing - £472.63

OP - Grafton Merchandising - nursery fencing - £189.06

OP - Ches Metal Work - skate park repair - £800.00

OP - ROSPA - Annual inspection - £391.80

OP - First Choice Drainage Solutions - CCC Drain clearance - £300.00  
DD - A&J Lighting -monthly maintenance - £161.64  
DD - E.On - streetlights - £480.53  
were approved for payment.

## **20/115 MULTISPORTS, TENNIS AND SKATE PARK BOOKINGS**

Cllr McCullough detailed issues with recurring bookings, clashes and block booking of the multisport, tennis courts and skate park. The booking function has now been reconfigured to prevent further issues, reducing bookings to two weeks in advance in one or two hour slots. Unfortunately it was not possible to migrate existing appointments to the new system.

Cllr Mitchell requested that all commercial users wishing to use the Parish Council facilities make an application and submit evidence of appropriate insurance, and that notification of this is added to the Parish Council website.

## **20/112 LOCAL PLAN**

Already covered within District Cllr Gregory's report.

## **20/111 NURSERY**

Cllr Mitchell detailed a query from a resident asking whether the Covid-19 pandemic would delay the opening of the new nursery. Cllr Mitchell confirmed that there is no anticipated delay to the proposed opening of the new nursery, which is hoped to open in September 2021.

Cllr Mitchell confirmed that he and Cllr Redfern are continually chasing ECC to resume discussions in relation to funding and progressing completion of the build with the teams at ECC.

It was resolved that Cllr Mitchell and the Clerk would pursue the despatch of invoice to ECC.

## **20/100 MATTERS FOR FURTHER DISCUSSION**

- i. Chair Newcombe to include comments regarding the dumping of garden waste on the Walden Road in his next newsletter.
- ii. Coronation Green borders are worn down.
- iii. School are applying for a grant for signage to implement a voluntary one way system.
- iv. Chair Newcombe to forward the flags to Cllr Martin.

## **20/118 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 8th July, 2020.

Chair Newcombe then suspended the meeting for part two, the public left the meeting and the recording of the meeting was suspended.

## **20/116 CHESTERFORD COMMUNITY CENTRE**

Cllr Mitchell detailed his meeting with Chesterford Community Centre representatives, including concerns over lost income during the Covid-19 pandemic and additional costs to accommodate the new social distancing regulations now in place.

It was agreed that the Parish Council will invite CCC to attend a Parish Council meeting to discuss their financial situation, share projections and provide an update on grant applications.

The meeting closed at 10.26pm.