

# Great Chesterford Parish Council

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## Minutes of the Parish Council Meeting held on Wednesday 10 January 2024

**Present** Councillors Tom Newcombe (Chair), Amanda Cooper, Penny McCullough, Mike Mitchell, Julie Redfern, Matt Rowan, Rachel Thackray and Sharon Tricerri.

**In Attendance** District Councillors Neil Gregory and Richard Pavitt, Kate Stacey, Clerk to the Council and three members of the public.

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### **24/1 Apologies for Absence**

No apologies had been received.

### **24/2 Declaration of Interests**

Cllr Newcombe declared that he was a partner at Birkett's noting that Birkett's was providing support to the PC in relation to the Boro Farm aggregate recycling facility appeals and application for certificate of lawfulness.

### **24/3 Minutes of the Last Meeting**

The minutes of 13 December 2023 Parish Council meeting were approved and signed as an accurate record.

### **24/4 Public Forum.**

The Clerk reported that a resident had expressed an interest in the current vacancy on the PC; Cllr McCullough agreed to discuss further with the resident. A resident had suggested the installation of an electricity supply on Horse River Green for the Christmas tree lights; it was agreed that this would be investigated by the Clerk as it might also be useful for community events. A resident had suggested a bus shelter or bench on London Road (Saffron Walden direction); this would be investigated. The Clerk reported that the Explorers (age 14 'Scouts') were seeking out community jobs; Cllr Thackray was liaising with their leader to identify suitable tasks around the village. The Clerk reported that there had been a further break in over the last month at the Community Centre also that one of the 'abandoned' cars on the High Street had been moved.

### **24/5 County and District Councillor`s Reports.**

ECC Cllr Paul Gadd did not attend the meeting; his report was received.

UDC Cllrs congratulated the PC on the representations made to the recent UDC planning committee's consideration of the Icknield Fields/Stump Cross planning application which had been refused.

### **24/6 Planning.**

#### **a) Current major planning issues;**

##### **i. London Road; two developments; 76 dwellings, South West of London Road and 111 dwellings, East of London Road.**

Cllr Redfern reported that she had been in contact with the developer regarding the verges on London Road, and would chase this issue up together with the proposals for a bench and planting on the Station Approach verge and the proposed toucan crossing.

The PC agreed to support the principle of a speed camera on London Road. It would be desirable if this could monitor both directions. The location would need consideration in liaison with Essex Highways.

A document relating to S106 funding obligations and deadlines for the two London Road developments had been circulated. It was noted that the most pressing project was the cycle/pushchair ramp on the station's pedestrian bridge as this funding was time limited. The Clerk would chase up earlier correspondence with Cllr Gadd and ECC.

##### **ii. Boro Farm aggregate recycling facility.**

Cllr Newcombe reported that a planning consultant had been engaged to work on behalf of the PC in

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relation to objections against the appeal for development. The PC had set aside funds for this work for this work. Cllr Mitchell reported that he would attend the two day appeal hearing on 13 and 14 February as Cllr Newcombe would be out of the country.

### iii. Icknield Fields, Stump Cross

Cllr Newcombe reported that the above application had been refused by UDC's planning committee where he and others had spoken to raise objections. The PC recorded thanks to residents who had submitted representation letters (263 objections had been submitted) or spoken at the meeting and to Dr Mughal who had organised a petition objecting to the planning application. A representative from Heritage England had spoken at the meeting in favour of refusal which had been very helpful as had others who were involved in drafting Neighbourhood Plans in the district. Cllr Newcombe indicated that it was highly likely that the developer would appeal, but hoped that this would also fail. Residents attending the meeting thanked the PC for their hard work towards the outcome.

### iv. Wellcome Trust Genome Campus, expansion at Hinxton.

There were no updates to report.

### b) The following comments were agreed in relation to applications received;

i. Single storey rear extension. 4, Pilgrims Close, CB10 1QG. Ref. No: UTT/23/2866. **No comment.**

ii. Single storey front and side extensions, part garage conversion, and changes to materials and fenestration. 8 Four Acres, CB10 1QE. Ref. No: UTT/23/3080/HHF. **No comment.**

iii. Proposed conversion of garage with first floor extension and new render to external walls. Mumbles Carmel Street, CB10 1PH. Ref. No: UTT/23/3099/HHF. **No comment.**

iv. Consultation on Essex County Council application UTT/23/3130/CC on a Certificate of Lawful Development for - The site's existing use is that of Aggregates and aggregates creation byway of screening, storage and importation and distribution this has been the same use this site has been involved in for over 100 years, the buildings existing have served the same purpose for many decades. The hardstanding's have been used by numerous contractors carrying out similar operations over many years far in excess of the minimum time period required. Boro Farm Newmarket Road, CB10 1FN. Ref. No: UTT/23/3130/CC. **See agenda item 24/6 a) ii).**

v. Replacement of concrete drainage channels on the platforms at Great Chesterford Station, Great Chesterford Railway Station, Newmarket Road, CB10 1NY UTT/23/3051/LB. **No comment**

### c) The following Uttlesford District Council planning decisions were noted;

i. Proposed rear open veranda/canopy, 26 Thorpe Lea Close, CB10 1FF. Ref. No: UTT/23/2733/HHF. **Approved.**

ii. Proposed change of use from ex-council land/grass verge/parking space to garden and the erection of a 2m boundary fence. Land Adjacent To 53 Jacksons Lane, CB10 1PT. Ref. No: UTT/23/2499. **Approved.**

iii. Installation of Gigaclear superfast broadband connection. Kents, High Street, CB10 1PL. Ref. No: UTT/23/2446/LB. **Approved.**

### 24/7 Finance.

i. The bank statements and a bank reconciliation had been received. The following list of payments was approved for payment;

Staff costs	£2,554.81
Initial Systems Ltd, Testing at Nursery	£6,062.82 (the sum authorised and paid in December 2023 to Wilby & Burnett having been returned)
Seniors Lunch expenses, reimburse A Bonass	£45.47

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Seniors Lunch expenses, reimburse Cllr Redfern	£449.21
Jacksons Fencing, barrier repair - parts	£1,220.92
Jacksons Fencing, barrier repair – labour	£1,453.20
Christmas tree lights, reimburse Cllr Redfern	£29.97
Christmas decorations, reimburse Cllr Redfern	£34.00
Outdoor gym company, gym maintenance	£1,200.00
CCC room hire, 13.12.23	£54.00
A&J monthly streetlight maintenance	£161.64
Christmas thank yous	£218.60
Npower street light electricity	£1,158.65
CCC electricity recharge	£251.70
Paper, reimburse Clerk	£29.99
Printer ink, reimburse Clerk	£64.09
Christmas tree lights, reimburse Cllr Mitchell	£64.99
Rutter, banners/petition	£232.20

It was reported that income received in December was; £250 from UDC towards the allotments, £276.50 from UDC and £50 from the Welcome Trust both towards the Seniors Christmas lunch, £7,963 in VAT reimbursement, £960.99 in bank interest.

## **ii. The appointment of internal auditors for 2024/4.**

It was agreed to reappoint Ms Ann Wood as internal auditor for the end of year 23/24 accounts

## **iii. Grants.**

Cllr Thackray reported that she had put together a plan for developing a GCPC Grant Strategy. It was agreed that the document would be circulated for input/comments over the next two weeks in order that Cllr Thackray could update it for presentation at the next meeting.

## **24/8 Recreation Ground play area.**

### **i. To discuss and consider issues arising from attached report.**

The report was received.

### **ii. To agree the purchase of an additional CCTV camera to view the height limiting barrier/entrance to the community centre.**

It was agreed that an additional CCTV camera would be purchased anticipating that this might assist in relation to investigating burglaries at the Community Centre and causes of damage to the height limiting barrier.

### **iii. Draft CCTV policy**

Cllr Mitchell reported that the policy was almost complete; a draft would be presented at the next meeting.

### **iv. Updated risk assessments**

The updated risk assessments relating to the recreation ground and play areas were received and it was noted that they would need reviewing again in two years' time. The PC recorded thanks to Simon de Grey for the assessments.

## **24/9 Open spaces.**

### **i. To discuss and consider issues arising from attached report.**

The report was received.

### **ii. Flood defences**

Cllr Mitchell reported that he had received a quote in relation to assessing the village's flood defences. It was agreed that the consultant would be invited to undertake an initial site visit and further work would then be considered if/as necessary. It was agreed to set aside £1,000 for this project.

### **iii. Hammond and Ratcliff Gardens**

Cllr Thackray reported that there are still some actions to be completed and that these had been

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allocated and worked through. Some of the overhanging trees had been pruned back and the Clerk would contact the relevant resident to discuss those that might still require cutting back.

The maintenance of the gardens had now been passed to residents led by Mrs Pam Maskell and Mr Les Page. Broadly Pam Maskell would focus on Hammond Garden and Les Page on Ratcliff Garden. Leaflets to Pilgrim and Rookery close would be distributed to encourage more people to join the maintenance team. Picnic benches for each site were due to be delivered on 11 January.

## **24/10 Assets of Community Value.**

Cllr Rowan reported that he had identified some additional items to be added to the list of assets of community value and he would update the documents for submission to UDC. Asset owners would be informed of the relevant applications.

## **24/10.5 The use of the GCPC Action log**

Cllr Thackray reported that she had updated the action log. It was agreed that the log would routinely be circulated to Cllrs when the draft minutes were sent out for approval.

## **24/11 Nursery.**

i. It was agreed to carry out agenda item 24/11ii in closed session 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.

In open session Cllr Mitchell reported that since December's update (when he reported that initial feedback from the ECC consultants was that the PC's consultants reports showed a good and sustainable plan using the existing building at a cost less than a new building) follow up information had been submitted to ECC in response to initial comments/draft reports from ECC consultants. Further exchanges regarding the PC's reports had been submitted and the timescales for formal approval of the PC's plans regarding the building were expected in early March 2024. Cllr Mitchell reported that the application for s106 and ECC funding had been submitted on 4 January 2024. The deadline had been tight given the holiday period and included considerable input from the nursery provider Blossom Barn. The s106 funds held by ECC related to recent developments in the village together with anticipated funds from the 111 home development on London Road. There was also some residual DfE funding that would be applied for in a separate process. The hearing of the s106 funding application was expected to be considered on 12 and then on 18 January 2024.

## **ii. To receive an update.**

Cllr Mitchell gave an update in closed session.

## **24/12 Matters for Further Discussion.**

Items that would be brought back for discussion at the next meeting were;

- GCPC action log
- Draft CCTV policy
- Draft GCPC grant strategy

## **24/13 Date of Next Meeting;**

It was noted that the next meeting would be held on Wednesday 14 February 2024.

The meeting was closed at 9.15pm.