

# Great Chesterford Parish Council

---

## **Minutes of a Parish Council Meeting held on Wednesday 12th December, 2018 at 8.00pm**

**Present** Chairman Neil Gregory, Cllrs Gareth Bevens, David Hall, Mike Mitchell, Tom Newcombe and Sharon Triccerri.

**In Attendance** 3 members of the public and Amanda Lindsell, Clerk to the Council.

---

### **18/150 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from District Cllr Julie Redfern and Cllrs Rachel Appleyard and Penny McCullough

### **18/151 DECLARATIONS OF INTEREST.**

Cllr Newcombe - partner at Birketts.

### **18/152 MINUTES OF LAST MEETING**

The minutes of the December Parish Council Meeting were approved by Councillors as an accurate representation and signed by Chairman Neil Gregory.

### **18/153 PUBLIC PARTICIPATION**

Matters raised included;

- i. The Council were asked to consider the impact of LED street lighting on residents sleep patterns and also wildlife before contemplating replacing old style bulbs with LED bulbs.
- ii. It was resolved that the clerk would investigate national street lighting policy and contact the maintenance supplier to clarify the council's contractual arrangements and also report the faulty light opposite Walcott Cottage.
- iii. It was agreed that Chairman Gregory would contact Enterprise Properties regarding s106 contributions for street lighting costs.
- iv. The council were thanked for their support of the WW1 Commemoration and it was noted that thank you notes would be despatched to major donors.

### **18/154 WW1 Commemoration Conclusion**

- i. It was noted that the intention to Remember, Educate and Heal was achieved by;
  - a. Researching and publishing the history of each name of the War Memorial along with the context of their part in the conflict and village life.
  - b. Placing visual representations of the individuals around the village with their stories attached creating a sense of coming together of all parts of our community for the purpose of remembering, educating and healing.
  - c. Providing a range of opportunity for all parts of our community to participate, reflect and commemorate as they each felt appropriate.
  - d. Creating a perpetual record by update of stories to the Village Website and continued use of assets acquired.
- ii. It was resolved to donate;
  - One 6' Tommy and 21 named silhouettes to All Saints Church, Great Chesterford.
  - One 6' Tommy and 9 named silhouettes to St Mary's Church, Little Chesterford.
  - One 6' Tommy and 2 unnamed (the spare) silhouettes to the Congregational Chapel.
  - One decorated Silhouette of the Unknown Warrior 'Tommy' to the Chesterford Pre-school.
  - One 7.5 meter banner containing all the names on the WW1 War memorial to the Chesterfords School.
  - Nine Silhouettes to the village of Hinxton.
- iii. It was agreed to retain the propane beacon as property of GCPC for use at appropriate events.

# Great Chesterford Parish Council

---

- iv. It was resolved that upon receipt and settlement of a final invoice of £128.34 ( and £25.66 VAT) the accounts of the WW1 Commemoration shall be declared closed with total donations of £8513.29, expenditure of £9352.09 (£1406.30 VAT to be reclaimed), resulting in a surplus of £567.50.
- v. It was agreed that the £567.50 surplus shall be donated to the Royal British Legion.
- vii. The Council noted that their purchases of tommies and silhouettes from the TBNT armistice project contributed £3275.00 to the Remembered Charity. Chairman Gregory again expressed sincere thanks to Cllr Bevens and Bob Tonkins for all their work.

## 18/155 PLANNING

The following comments were agreed to be returned to Uttlesford District Council regarding planning applications;

- i. UTT/18/3028/LB - 2 South Street, Great Chesterford  
Erection of first floor rear extension and internal alterations. No objections.
- ii. UTT/18/2967/FUL - Chesterford House, High Street, Great Chesterford  
Subdivision of existing dwelling into 3 individual dwellings. Erection of 2 storey side extension. Internal and external alterations including addition of internal partitions and doors, creation of new staircases, Demolition of wall. Creation of new windows and external doors replacement of existing doors with windows and landscaped gardens. No objections.
- iii. UTT/18/2968/LB - Chesterford House, High Street, Great Chesterford  
Subdivision of existing dwelling into 3 individual dwellings. Erection of 2 storey side extension. Internal and external alterations including addition of internal partitions and doors, creation of new staircases, Demolition of wall. Creation of new windows and external doors replacement of existing doors with windows.  
No objections.
- iv. UTT/18/2969/FUL - Land at Chesterford House, High Street, Great Chesterford  
Erection of 2 no. proposed dwellings with new access off Walden Road. The Council objects strongly to this application on the basis of highway safety and notes the additional traffic from the concurrent application on the site exacerbating the safety issue.

The following planning decisions were noted;

- v. UTT/18/3219/DOC - New World Timber Frame and Graveldene Nurseries, London Road  
Application to discharge Condition 15 (Gates and fencing) attached to UTT/18/0313/FUL dated 16.04.2018.  
Conditions discharged in full.
- vi. UTT/18/2991/NMA - 65 Jackson`s Lane, Great Chesterford  
Non material amendment to UTT/16/0413/HHF - Change roof over single storey extension to a lean to roof.  
Refused.
- vii. UTT/18/2795/AG - Field Farm, Field Farm Drive, Great Chesterford  
Proposed grain store. Application required.
- viii. UTT/18/2517/HHF - 9 The Elms, Great Chesterford  
Front extension to the garage and canopy ( additional extension to previously approved under UTT/18/1732/FUL) Approved with conditions.

## 18/156 FINANCE

- i. The clerk presented a statement of accounts and reconciliation to cash books for the Recreation Ground Trust and Parish Council which were agreed and signed.

The following transactions;

### PC Account

- 300169 - Print 4 Business Ltd - programmes TBNT - £380.00  
300170 - Mr Channing - fireworks TBNT - £137.00  
300171 - Chesterford Community Centre - hall hire - £11.00  
300172 - Clerk August salary reissued ( previous cheque lost) - £650.99  
300173 - Cambridge Brass Band - TBNT - £350.00  
300174 - Chesterford Community Centre - hall hire (Aug 18) - £11.00  
300175 - Chesterford Community Centre - hall hire ( Nov £18) - £11.00  
300176 - Edge IT Systems Ltd - cancellation fee - £308.40  
300177 - Maintenance salary November 2018 - £686.61

# Great Chesterford Parish Council

---

300178 - Clerk November 2018 salary - £650.99  
300179 - Interim clerk November 2018 salary - £608.15  
300180 - Interim clerk November 2018 expenses - £107.34  
DD - E.On November street lighting - £387.66  
DD - Nest pension payments - £75.14  
DD - A&J Lighting - November call out and repair - £429.90  
DD - A& J Lighting December maintenance - £161.64  
DD - E.On - December street lighting - £375.14

## RGT Account

300024 - Grass cutting (Aug/Sept/Oct/Nov + petrol) - £293.53  
300025 - Edge IT Systems Ltd - cancellation fee - £72.00  
300026 - CB Mowers Ltd - mower repair - £489.96

were approved for payment.

ii. The following matters were agreed within the 2019/20 budget;

Staff costs -£24,736.00

General costs - £15,408.80 - including £3000 for green waste skips and £5500 for legal fees.

Community engagement - £500.00

Community Centre - £5750.00 - including £1500 for car park drains.

Donations - £0.

It was resolved that an extraordinary January meeting would be held to conclude the budget for 2019/20 and manage the council reserves.

iii. It was agreed that the 2019/20 Precept would be agreed at an extraordinary January Council meeting.

iv. It was agreed that the clerk would continue to research pension options to enable the contract to be completed.

v. The Council noted the External Auditor's Final Report 2017/18 and noted the need for the Council to comment "No" to assertion 4 of the Annual Governance Statement for 2018/19 and ensure that proper provision is made for the exercise of public rights during 2019/20.

## **18/157 DEVELOPMENT PROPOSAL ADJACENT TO ASH GREEN**

Cllr Hall detailed the meeting with developers proposing a site of 75 properties on land in Little Chesterford. The developer noted comments made by councillors and the council awaits more detailed proposals.

## **18/158 STREETLIGHTS**

It was agreed that the streetlights would be discussed at the January meeting.

## **18/159 CHESTERFORD MONTESORRI**

It was agreed that this matter should be discussed privately and would be discussed once all other agenda items had been covered.

## **18/160 MATTERS FOR FURTHER DISCUSSION**

Thanks were extended to Joanna Francis for the delicious sausage rolls and cake provided for the council meeting.

Neighbourhood Plan - Howard Rolfe, Leader of UDC has offered to lend resources from UDC to assist in moving the plan forward. It was resolved that Chairman Gregory would email the Action Group requesting an update.

Recreation Ground Trust - history, and VAT.

Community Centre online payment.

## **18/161 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 9th January, 2018.

Chairman Gregory suspended the meeting and the public left the meeting.

## **18/159 CHESTERFORD MONTESORRI**

It was resolved that Cllr Mitchell would draft a letter detailing the Council's current position.

**The meeting closed at 10.30pm.**