

Great Chesterford Parish Council

Minutes of the Parish Council Meeting held on Wednesday 12 October 2022.

Present	Chair Tom Newcombe, Councillors Penny McCullough, Julie Redfern, Rachel Thackray and Sharon Tricerri.
In Attendance	District Councillor Neil Gregory and County Councillor Paul Gadd and Kate Stacey, Clerk to the Council. Two members of the public.

22/121 Apologies for Absence

Apologies were received from Cllr Mike Mitchell.

22/122 Declaration of Interests

With reference to Agenda Item 22/134 Councillor Newcombe noted that he was a partner at Birketts.

22/123 Minutes of the Last Meeting

The minutes of the 13 July 2022 Parish Council Meeting were approved by Councillors as an accurate representation and signed by the Chair.

22/124 Public Forum

Two residents attended in relation to items on the agenda.

22/125 County and District Councillor's Reports

The above reports were received. Cllr Gadd reported that a number of drain clearances had been undertaken over the past few weeks; any outstanding would be followed up as soon as possible. There was slow progress on rectifying potholes. Cllr Gadd would join a meeting with Cllr McCullough and Gigaclear in relation to the introduction of superfast broadband into the village. Cllr Gadd would organise a meeting with Essex highways and the PC in relation to new developments and traffic.

Cllr Gregory reported that the Local Plan had been further delayed by approximately 14 months.

22/126 Planning

a. The following comments were noted for conveying to UDC in relation to the applications below;

- i. Proposed works to cellar ceiling joists, chimney breast top plate and 2no. additional vents - amendments to scheme approved under UTT/22/1581/LB. **May Cottage**, Carmel St, CB10 1PH, Ref. No: UTT/22/2427/LB. **No objections.**
- ii. Single storey side and rear extension. **High Green**, Rose Lane, CB10 1PN, Ref. No: UTT/22/2546/HHF. **No objections.**
- iii. Application to discharge condition 3 (additional drawings) attached to UTT/22/1177/LB, **July Farmhouse**, Carmel St, CB10 1PH, Ref. No: UTT/22/2591/DOC. **No objections.**
- iv. To put a window in the front flint wall, previously a door opening. **Mill Cottage**, Newmarket Rd, CB10 1NS, Ref. No: UTT/22/2579/LB. **No objections.**
- v. Application to discharge condition 6 (archaeology) attached to UTT/21/3231/HHF. **Flint Cottage**, Newmarket Rd, CB10 1NS. Ref. No: UTT/22/2689/DOC. **No objections.**
- vi. Erection of outbuilding for storage/work from home use. Land Rear Of **Gramaur Cottage** Newmarket Rd, CB10 1NR. UTT/22/2658/FUL. **The PC had no objections subject to the condition that the extension was not used for overnight accommodation**
- vii. Golden rain tree to reduce by 30% and reshape. **October Lodge** Carmel St. CB10 1PH. Ref. No: UTT/22/2730/TCA. **No objections.**

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b. The following UDC planning decisions from 5 July to 4 October 2022 were noted;

- i. 1no. apple tree-fell, **Reed House** Manor Lane Gt Chesterford, CB10 1PJ, Ref. No: TT/22/2082/TCA. **No Objections.**
- ii. 1no. acacia-re pollarded, **3 Manor Cottages** Manor Lane Gt Chesterford Saffron Walden, CB10 1PJ, Ref. No: UTT/22/1878/TCA. **No Objections.**
- iii. 1no- Sycamore - 2-3m Crown reduction, **Carmelstead** Carmel St Gt Chesterford, CB10 1PH, Ref. No: UTT/22/1825/TCA. **No Objections.**
- iv. Confirmation that works have commenced and planning permissions UTT/18/2967/FUL and UTT/18/2968/LB have been implemented, by the excavation and pouring of foundations for the approved two-storey side extension, **Chesterford House** High St Gt Chesterford , CB10 1PL, Ref. No: UTT/22/1585/CLE. **Approved.**
- v. Proposed works to cellar ceiling joists and chimney breast top plate. **May Cottage** Carmel St Gt Chesterford, CB10 1PH, Ref. No: UTT/22/1581/LB. **Approved.**
- vi. Installation of 10x2 solar PV panels across the side roof of the house - conservation area, **Acremore** High St Gt Chesterford, CB10 1PL, Ref. No: UTT/22/1493/HHF. **Approved.**
- vii. Replacement of existing timber windows with black-framed upvc double-glazed windows. Replacement of areas of panelled cladding with insulated render, **Mull House and Jura House** Gt Chesterford Court Newmarket Rd Gt Chesterford Saffron Walden, CB10 1PF, Ref. No: UTT/22/1442/FUL. **Approved.**
- viii. Proposed window alterations to rear extension, **May Cottage** Carmel St Gt Chesterford, CB10 1PH, Ref. No: UTT/22/1337/LB. **Approved.**
- ix. Proposed window alterations to rear extension, **May Cottage** Carmel St Gt Chesterford, CB10 1PH, Ref. No: UTT/22/1336/HHF. **Approved.**
- x. Proposed patio, cobbled sandstone border and low retaining wall in rear garden, **The Delles** Carmen St Gt Chesterford, CB10 1NR, Ref. No: UTT/22/1292/HHF. **Approved.**
- xi. Single storey front and rear extensions with new pitched roof to side, **1 The Elms** Gt Chesterford, CB10 1QD, Ref. No: UTT/22/1283/HHF. **Approved.**
- xii. Two storey side extension, single storey front porch and single storey rear extension. 2 Ashworth Villas Whiteways Gt Chesterford, CB10 1NX, Ref. No: UTT/22/0602/HHF. **Approved.**
- xiii. 1no. Walnut- reduce to previous pruning points. 1no. Cherry- reduce height by approx. 2m, **Cream Cottage** Newmarket Rd Gt Chesterford, CB10 1NS, Ref. No: UTT/22/2373/TCA. **No Objections.**
- xiv. 1no. Walnut - Reduce to previous pruning points (re-pollard), up to 2m crown reduction 1no. Cherry - reduce height by up to 2m, **Cream Cottage** Newmarket Rd Gt Chesterford, CB10 1NS, Ref. No: UTT/22/2163/TCA. **No Objections.**
- xv. Proposed replacement of internal bedroom door and studwork partition to existing ensuite. Removal of modern built-in cupboard to existing landing and new stud partition to master ensuite, **The Old Elm Tree** Church St Gt Chesterford, CB10 1NP, Ref. No: UTT/22/1858/LB. **Approved.**
- xvi. Erection of single-storey rear extension, **20 Thorpe Lea Close** Gt Chesterford Saffron Walden, CB10 1FF, Ref. No: UTT/22/1671/HHF. **Approved.**
- xvii. Erection of single-storey rear extension, **19 Thorpe Lea Close** Gt Chesterford, CB10 1FF, Ref. No: UTT/22/1667/HHF. **Approved.**

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xviii. New front porch with side and rear single storey extensions and internal remodelling. **Buffins High St Gt Chesterford, CB10 1PL. UTT/22/1891/HHF Approved.**

xix. Land Rear of **Smock Mill House** Whiteways - UTT/19/2243/FUL, APP/C1570/W/21/3289112 **Appeal Dismissed.**

xx. Single storey rear extension, **The Lanterns** High St CB10 1PL. Ref. No: UTT/22/1989/HHF. **Approved.**

xxi. 1no. Silver birch - Up to 2m crown reduction, crown lift to 3.5m. 1no. Maple - Reduce to previous pruning points (1-2m crown reduction). **Hills Cottage**, Carmen St, CB10 1NR Ref. No: UTT/22/2614/TCA. **No Objections.**

xxii. Replace windows with traditional flush casement timber windows. **3 Manor Cottages** Manor Lane CB10 1PJ Ref. No: UTT/22/2211/HHF. **Approved.**

xxiii. Variation of condition 2 (Biodiversity, Surface Water Drainage, Hard and Soft Landscaping and Tree Protection) of UTT/21/2113/FUL to allow removal of trees behind plots 12 and 13. **Land North Of Bartholomew Close.** Ref. No: UTT/22/1260/FUL. **Refused.**

c. Boro Farm aggregate recycling facility

It was noted that activity was still occurring at the site despite enforcement and refusal of planning permission. An appeal by the facility had been submitted. Cllr Redfern would put together a plan of action.

d. Proposed Icknield Fields housing development (Stumps Cross/Catesby)

It was reported that members of the PC had met with developers of the above potential site on 9 August 2022. The PC could see no benefit of the development to existing residents and the site did not feature in the Chesterfords Neighbourhood Plan. Cllr Thackray (with David Hall's offer of assistance) agreed to write to Essex Highways given the potential increase in size of the village in addition to recent developments.

e. Land East of London Road, 124 houses; Ref. No: UTT/20/2724/OP

Cllr Newcombe reported that the S106 agreement had now been received and most elements requested from the PC had been included. Finance (time limited) had been offered for feasibility studies to address Highways and Village access issues.

Cllr Redfern reminded the PC that the S106 agreement for the 'Chesterford Meadows' site provided for a track to be fitted to the pedestrian bridge at the station to facilitate taking bikes and pushchairs up and down the steps. This funding would be available upon the first occupancy at the development.

22/127 Finance

i. It was noted that the following payments were made during the period from 13 July to 30 September 2022;

July payments

Internal Audit (A C Wood)	£175.00
CCC Hire of Hall x 2	£90.00
Grass cutting, J Moreley	£247.38
Stationery, reimburse Clerk	£25.36
Jubilee related expenditure, reimburse Cllr Redfern	£103.50
Mortar for cricket matting, reimburse C Gjertsen	£32.27
Staff salaries and expenses	£1,573.84
Pension to LGPS	£493.97
ARCGIS subscription to maps (NP related)	£146.40
Skatepark maintenance	£575.00
HMRC/PAYE	£258.60
A&J Lighting, monthly fee	£161.64

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August payments

A&J Lighting, monthly fee	£161.64
Staff salaries and expenses	£1,579.10
Pension to LGPS	£468.12
Squarespace website subscription	£180.00
CCC electricity charge (multi-sports & scout hut)	£39.03
CCC room hire	£54.00
T Revell carpentry, repair to Nursery	£150.00
SLCC membership & joining fee for clerk	£183.00
Playquip safety inspection	£456.00
Playquip bearings	£800.58
ICO- certificate renewal	£35.00

September payments

A&J Lighting, monthly maintenance	£161.64
Reimburse C Gjertsen; items to repair cricket net post	£64.80
Reimburse Clerk; stationery	£23.79
Reimburse Cllr Redfern; memorial flowers	£65.00
Staff salaries and expenses	£1,596.06
Pension to LGPS	£481.04
Bank charge	£18.00

The PC had received the following income over the period since the last meeting;

Bowls Club hire fee	£100
Cricket Club contribution towards matting	£128.35
UDC grant towards matting	£550
Neighbourhood plan reimbursement	£122
Eastern Power wayleave payment	£7.65
Second precept instalment	£47500

It was also reported that the bank interest rate had risen to 0.95%.

ii. The bank statements and review of accounts were noted for September and the following payments were approved;

Grass cutting, J Moreley	£210.34
Rebecca Raimondo, Proofreading NP	£76.20
Staff salaries and expenses	£1,674.61
Pension to LGPS	£513.36
Amazon voucher, gift for QEII memorial trumpeter	£20.00
External Audit	£480.00
Playquip - repair to gate to Rec play area	£234.00
Tree stakes, orchard	£35.94

iii. The external auditor's final report and comments on the accounting statements for 2021/22 were noted and the restated documents approved. To address issues raised it was noted that 'proper provision during the year 2021/22 for the exercise of public rights' was not possible due to issues relating to the pandemic. The Councils risk assessment had been revised and was due to be reviewed at the next meeting. The Clerk would be attending appropriate finance related courses in the near future.

22/128 Open space at Pilgrim Close

No residents attended for this item and no plan for redevelopment had been received for costing. Cllr Thackray had prepared a grant application and it was agreed that this would be submitted for the Pilgrim Close area. It was agreed that Cllrs Thackray, Tricerri and Mitchell would liaise in relation to

further grant applications for play areas.

22/129 Street Lighting

It was noted that there were currently 7 non-working street lights. A quote for replacement with 13 W LED bulbs had been received from the current contractor. It was agreed that a further quote would be sought from a previous contractor for comparison.

22/130 Neighbourhood Plan

It was noted that the Chesterford's Neighbourhood Plan was due to go to UDC for approval on 20 October. A referendum would follow which would require residents to vote on the Plan. Cllrs recorded their thanks to all involved in putting the Plan together in particular Nick Burton, Hannah Helliard, Cllrs Redfern, Newcombe, Wilkinson and Thackray.

22/131 Grant applications

i. A grant award for £228 (inc vat) on behalf of the Steam Up organisers was agreed. It was noted that the Steam Up event on 8 October had been a huge success for the village and the PC noted it's thanks to the organisers.

ii. A request for a donation to the Essex & Herts Air Ambulance Trust was declined.

iii. A request for a donation from the Suffolk Accident Rescue Service was declined.

22/132 Tree planting proposal

A request from the 1st Great Chesterford Rainbows, Brownies and Guides for a memorial tree (oak or hazel) to commemorate Becky Lowe was approved. Councillor Tricerri would liaise with the proposer regarding a suitable location on the Recreation Ground near to the children's play area.

22/133 Bench on Horse River Green

It was agreed that Aubrey Howe would attempt to mend the broken bench. If this was not feasible the supplier would be asked to repair it, if this failed a new bench would be purchased.

22/134 Scout Hut Lease and Licence

Cllr Newcombe outlined the features of the draft lease and licence for the Scout Hut. The proposals were accepted by the PC subject to the building only being used for non-commercial scouting activities. Proposals for charitable activities would require the written consent of the PC.

22/135 Community Achievement Awards

Two nominations had been received for the same couple in the Village. It was agreed to make a case to UDC for an award. An additional nomination was received from Cllr Redfern which would also be put forward.

22/136 Village defibrillators

It was noted that the defibrillator on the High Street had been updated and returned to the Village over three days during October.

22/137 Ditch clearance, Recreation Ground

It was noted that ditch clearance around the Recreation Ground had been part completed.

22/138 Matters for Further Discussion

A number of items had been held over for a future meeting;

Wellcome Genome Campus, Hinxton; Outline Planning Permission for 1,500 dwellings

To report on the beginning of the delivery process and engagement (Cllr Redfern).

Railway bridge and tunnel between Great Chesterford and Ickleton

To receive an update on progress with potholes and vegetation.

Relationship between GCPC and Recreation Ground Trust

To receive an update on progress with clarifying the relationship between the two administrative bodies.

Risk Assessment

To receive draft for review.

Internal financial control document/policy

To consider draft in relation to risk assessment.

Recreation ground

To receive a report and consider any issues arising.

Open spaces

To receive a report and consider any issues arising.

Nursery

To receive an update on progress.

Councillor vacancies

To receive an update on recruitment.

It was agreed to add;

Land East of London Road, 124 houses; Ref. No: UTT/20/2724/OP

Issues arising from the S106 agreement.

2022/23 Budget

To discuss the budget for the next financial year.

22/139 Date of Next Meeting

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

The meeting closed at 9.55pm