

# Great Chesterford Parish Council

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## Minutes of a Parish Council Meeting held on Wednesday 13th March, 2019

<b>Present</b>	Chairman Neil Gregory, District Cllr Julie Redfern, Cllrs David Hall, Penny McCullough, Rachel Thackray and Sharon Tricerri.
<b>In Attendance</b>	6 members of the public and Amanda Lindsell, Interim Clerk to the Council.

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Chairman Neil Gregory led a minutes silence in memory of our much loved and greatly respected parish clerk, Alan Cattley, who sadly passed away on Monday.

### **19/033 APOLOGIES FOR ABSENCE**

Apologies for delayed arrival were received and accepted from Cllr Gareth Bevens.

Apologies for absence were received and accepted from Cllrs Mike Mitchell and Tom Newcombe.

### **19/034 DECLARATIONS OF INTEREST.**

District Cllr Redfern - member of Uttlesford District Council.

### **19/035 MINUTES OF THE LAST MEETING**

The minutes of the February Parish Council Meetings were approved by Councillors as accurate representations and signed by Chairman Neil Gregory.

### **19/036 PUBLIC PARTICIPATION**

For reasons of clarity and accuracy the Council approved the following statement;

Great Chesterford Parish Council is strictly non-political in the conduct of its affairs. For the avoidance of doubt, the Parish Council neither endorses the candidacy of any candidate in the forthcoming District Council Election, nor takes any position as regards any policy that may form part of the political manifesto of any such candidate. No candidate is authorised to represent in any way the views of the Parish Council at any meeting or in any discussion or documentation in relation to the Election.

Matters raised included;

- i. Chesterfords Cricket Club sends their apologies for absence and requests that the club be consulted over the proposed running route before the Council makes any decisions as they previously objected on the following grounds;
  - a. Health & safety concerns for cricketers due to change in surfacing and potential raised track edging.
  - b. Difficulty in cutting the perimeter of the outfield with the tractor & gang mowers.
  - c. Reduced playing area for cricket, as they have one of the smallest grounds in the league.
- ii. As UDC no longer send paper copies of planning applications it was suggested that the PC could use the History Society's screen to view applications at meetings.

### **19/039 SCHOOL STREET**

Cllr McCullough detailed discussions with the head of Great Chesterford Primary Academy regarding the proposed implementation of a one way system in School Street at drop off time, to improve safety for pedestrians and encourage responsible driving and parking. There is no room in the school budget for staffing to manage parking and drop off and the PTA have concerns over volunteer reliability and availability, but are seeking advice from other schools to find out how they fund their lollipop lady and "voluntary one way system" signage.

**Cllr Gareth Bevens arrived.**

# Great Chesterford Parish Council

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## 19/037 PLANNING

- i. UTT/19/0436/FUL - Land at Acre Croft, High Street, Great Chesterford  
3 new dwellings with associated garages from new access at land rear of Acre Croft (re-submission of previously approved scheme under references UTT/15/1424/OP and UTT/16/0328/DFO). The Council continues to strongly object to this overbearing proposal and reiterates the following comments previously submitted on applications UTT/15/1424/OP and UTT/16/0328/DFO on this site;
- a. Strong objection to development in the backland to the southern part of the western boundary to the proposed site as not characteristic of this part of the village.
  - b. The application is insufficiently detailed to enable any final view to be expressed as to whether the proposed dwellings are “sympathetic to the character of the local area” (para 3.2, Design & Access Statement), or whether the scale and use of the of the space concerned is “proportionate to the size of the detached houses planned” (para 3.3.2, ibid)
  - c. The Council also considers that the supporting documentation is less than accurate as regards traffic issues concerning the High Street.
  - d. The claim (para 3.3.1, Design & Access Statement) that site access onto the High Street will be safe for “such a small village road usage” greatly underestimates the significant amount of traffic that uses this highly important road for the village.
  - e. The Council urges that any consent granted in relation to the present application is specifically confined to Acre Croft and the three new dwellings such that access from the Hawthorn House site is totally precluded via the proposed Acre Croft site in order not to exacerbate further the considerable traffic usage of the High Street that already exists.
  - f. In view of the relatively narrow width of the proposed private road, what arrangements are anticipated as regards access by refuse and delivery lorries, fire engines etc? Is the High Street at the point of access to/egress from Acre Croft sufficiently wide for safe turning?
- ii. UTT/19/0353/HHF - 1 Thorpe Lea Close, Great Chesterford  
Construction of new office from sitting room and new single garage. No objection.
- iii. UTT/19/0298/HHF - 4 Four Acres, Great Chesterford  
Erection of single storey rear extensions and internal alterations to shower room and garage. No objection.
- iv. UTT/19/0459/HHF - 5 Eastgate, Newmarket Road, Great Chesterford  
Erection of single storey porch extension to dwelling and single storey extension to garage. No objection.  
To note planning decisions;
- v. UTT/18/3445/FUL - 1 Crown Cottages, Newmarket Road, Great Chesterford.  
Demolition of existing telephone exchange and erection of 1no. detached residential dwelling. Withdrawn.
- vi. UTT/18/3415/HHF - 39 Pilgrims Close, Great Chesterford  
Demolition of rear extension and erection of two storey front and single storey rear extensions. Approved with conditions.
- vii. UTT/18/3028/LB - 2 South Street, Great Chesterford  
Erection of first floor rear extension and internal alterations. Approved with conditions
- viii. UTT/18/3027/HHF - 2 South Street, Great Chesterford  
Erection of first floor rear extension. Approved with conditions.
- ix. UTT/18/1435/HHF - Bishops House, Church Street, Great Chesterford  
Erection of a timber pedestrian bridge across the River Cam for domestic use associated with the dwelling house. Approved with conditions.
- x. UTT/18/3510/LB - The Old Elm Tree, Church Street, Great Chesterford  
The addition of a window to the rear, an alternate tread staircase and glazed balustrade to existing mezzanine. Approved with conditions
- xi. UTT/18/3509/HHF - The Old Elm Tree, Church Street, Great Chesterford  
The addition of a window to the rear, an alternate tread staircase and glazed balustrade to existing mezzanine. Approved with conditions.

## 19/040 STREETLIGHTS

Cllr McCullough noted that there are restrictions surrounding the number of and spacing between streetlights.

## 19/041 ANNUAL PARISH MEETING

It was agreed that the Annual Parish Meeting will be held on 22nd May at 8pm.

## 19/042 OPEN SPACES

- i. The verti-draining of the football pitch and outfield were approved with a budget of up to £700.
- ii. A budget of up to £2000 was agreed to pollard or remove the tree at the footbridge to the recreation Ground at Carmen Street as a result of safety issues highlighted at inspection. It was resolved that three quotes would be required.
- iii. A budget of up to £500 was agreed to install gates and bollards and an additional two or three trees in the line of trees/bushes between the road to the Community Centre and cricket outfield.
- iv. The purchase of human sun dial, benches and tree labels for the orchard using grant money obtained from Affinity Water and the Wellcome Trust for this purpose were agreed.
- v. Following agreement to reroute the running route between the play area and the tennis courts, a budget of up to £250 was agreed to replace the seven broken or rotten fence posts in the Recreation Ground play area.
- vi. It was agreed that further future works would be deferred to the April meeting.
- vii. It was agreed that Cllr Bevens would speak to the Cricket Club to confirm that the concerns they have raised regarding the running route are unfounded, and the running route was approved with the reroute between the play area and tennis courts.
- viii. It was resolved that wood chippings (obtained from the tree removal) would be distributed on the running route where necessary to stabilise the running surface.

## 19/043 NEIGHBOURHOOD AND LOCAL PLAN

Cllr Thackray shared the agreed Working Vision and themes for the Neighbourhood Plan;

### Working Vision

Great and Little Chesterford will have each grown organically and proportionally and continue to be attractive places to live for those seeking a sense of community and place, retaining their separate and distinctive characteristics and identities. The Chesterfords recognise and accept the pace of change and will continue to support change that retains our shared resources, rural feel and inclusive, welcoming community.

### Working Themes

**Housing** (developments to be organic, mix of housing to meet needs of the village, sympathetic to village characteristics)

**Village Characteristics** (promote and enhance our valued built environment characteristics including development/settlement patterns, open spaces, preserve and promote heritage, short range views, protect bypasses and avoid through roads)

**Landscape Characteristics.** May wish to combine with village characteristics (retain and enhance wide range views and rural setting, wildlife and heritage).

**Education** (school, preschool, support and maintain provision, access for local children)

**Getting around** (infrastructure to support any increase in housing/employment provision, protect and develop cycle paths, preserve railway station, improve highway safety, address "rat running" in villages especially Little Chesterford, safety, footpaths, improve access and parking to railway station)

**Employment** (encourage/support small businesses, maintain and improve services and facilities to support business and home working, mitigate impact of further development at Chesterford Research Park)

**Community facilities** (new and improved local facilities to address population needs, protect existing facilities e.g community centres/village hall, village shops, sports/recreation/leisure facilities)

Cllr Thackray confirmed that most themes have been allocated to volunteers to feed back with concrete objectives and detailed the planned wider communication to residents asking them to get involved, noting the inclusion of previous surveys and works undertaken.

District Cllr Redfern agreed to assist in undertaking a housing needs survey through RCCE.

Cllr Hall confirmed that the Inspectors have received UDC's response to their sixteen questions and have issued preliminary dates for programme organisations in July. It was agreed that representation from Great Chesterford Parish Council would not be necessary at the March PPWG meeting.

## 19/044 ACTION GROUP

It was resolved that the Parish Council suspends attendance at Steering Group or other management meetings by PC members until 3 May 2019.

## 19/045 GREEN WASTE

It was agreed to continue participation of UDC's garden waste skip scheme at £68/hr ( £2 increase) for the 37 week season commencing first weekend in April.

# Great Chesterford Parish Council

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## **19/038 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. **It was noted that the clerk currently has no access to the online bank accounts due to a technical issue, so no statements are available for signature.**

The following transactions;

300193 - Great Chesterford Allotment Association - water bill - £162.93

300194 - Padlock replacement - nursery site - £114.00

300195 - HMRC - PAYE & NI contributions - £224.24

300196 - Chesterfords Community Centre - hall hire Feb - £11.00

300197 - Clerk February salary 2019 - £630.31

300198 - Maintenance salary & expenses February 2019 - £479.87

300199 - Interim clerk's salary February 2019 - £546.62

300200 - Interim clerk's expenses February 2019 - £109.65

300201 - Essex pension Fund - February 2019 payments - £464.89

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

OP - Spring Cottage Landscaping - ditch work -£700.00

OP - Njord Design & Build Ltd - nursery fencing Jan 19 & access - £827.58

DD - A & J Lighting - March monthly maintenance inv 32749 - £161.64

DD - A & J Lighting - Feb call out and maintenance inv 32712 - £115.14

DD - E.On - March street lighting - £429.71.

The following transactions;

300028 - Playmaintain Ltd - play park maintenance - £1850.94

300029 - Parkers Pitches - verti-draining football pitch - £360.00

were approved for payment from the Recreation Ground Trust account.

ii. The February pension contribution was approved for payment.

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

iii. It was agreed that the clerk would continue discussions with EALC and NALC regarding the parameters relating to sick pay.

## **19/046 MATTERS FOR FURTHER DISCUSSION**

i. New gate and posts on the Recreation Ground - there is a gap which requires resolving.

ii. ROSPA inspection due in May.

iii. Rose Lane sign.

iv. Tru-cam.

v. The clerk provided nomination papers for the Parish Council election on 2nd May, 2019 and reminded nominees that papers must be hand delivered to the Committee Room at UDC offices, London Road, Saffron Walden between 25th March and 4pm, 3rd April 2019. UDC would prefer if nominees called and booked an appointment for delivery of nomination papers.

Further advice and nomination papers can be obtained from the clerk.

## **19/047 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 10th April, 2019.

**The meeting closed at 10.05pm.**