

Great Chesterford Parish Council

Minutes of a Parish Council Meeting held on Wednesday 13 July 2022

- Present;** Chair Tom Newcombe, Councillors Penny McCullough, Mike Mitchell, Julie Redfern, Rachel Thackray and Sharon Tricerri.
- In Attendance;** District Councillors Neil Gregory and Richard Pavitt. Clerk to the Parish Council, Kate Stacey and two members of the public.
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22/100 Apologies for Absence

There were no apologies for absence.

22/101 Declaration of Interests

There were no 'personal' or pecuniary' interests declared relating to items on the agenda.

22/102 Minutes of the Last Meeting

The minutes of the 8 June 2022 Parish Council Meeting were accepted as a true record of the meeting and were signed by the Chair.

22/103 Public Forum

A resident from nearby Ickleton Village attended the meeting to describe the dangers relating to the state of the road and verges around the railway bridge and tunnel between Great Chesterford and Ickleton. It was agreed that this issue would remain on the GCPC agenda until it had been resolved. A site meeting had been arranged for Monday 18 July between Cllrs from both parishes together with the two relevant County Cllrs.

The Boro Farm aggregate recycling facility (Agenda item 22/105c) was also discussed as a cross-village concern.

A resident had asked for additional allotments and a meeting had taken place with Eddie Hatfield (the allotment manager). The PC agreed that an extension to the allotment site could not be considered until the new Nursery project had been completed when the use of the field would be reconsidered. This was also the case in respect of another resident's query in relation to a potential wildflower meadow in the field. The PC asked that thanks be recorded to Simon de Grey for continuing to mow the field in the interim. Cllr Newcombe also wished to record his thanks to residents who had assisted to clear up the debris following an arson attack to the builder's caravan within the new Nursery site. Cllr Thackray would contact an individual who might remove the collected debris.

A resident had raised the issue of giant hogweed along the river banks. A message would be sent out to the village Google group and the relevant landowners alerted.

A resident had raised an issue with overflowing dog poo bins. It was reported that a UDC operative had retired which had resulted in this laps. A list of bins would be sent to UDC.

22/104 County and District Councillor's Reports

Cllr Pavitt reported that the Environment Agency had issued licences for the Boro Farm aggregate recycling facility on Newmarket Road prior to planning consent having been considered. The PC discussed the application and expressed their strong objection to the facility which had been set up illegally. The PC was also extremely concerned that the County and District Councils had not acted on the issue immediately it had become apparent. The PC discussed the possibility of joining with other affected parishes to initiate a judicial review if the planning application received consent.

Cllr Gregory reported that there would be a letter arriving in the near future regarding local arson attacks. Cllr Gregory also reported that the next UDC Scrutiny Committee would be addressing the UDC current planning situation and also noted that the new Head of Planning had taken up post.

Cllr Gadd's report had been circulated prior to the meeting. In particular he noted that the PC had benefited from the Locality Fund (£500). The scout group had also recently submitted an application. The possibility of applying for funds towards the Pilgrim's Close play area was raised. Drain clearance was slowly progressing and the ones on Newmarket Road had been added to the list. Identified potholes were being dealt with, any outstanding were to be chased up. The new yellow lines on the High Street were in place and the arrangement would be reviewed after the six month trial.

Great Chesterford Parish Council

Cllr Gregory noted (in relation to Agenda Item 22/116 (Local Plan) that a large parcel of land had now come forward for potential development but that there would be no formal announcement until November 2022.

22/105 Planning

a) The following comments were noted to be returned to UDC relating to applications listed below;

i. Proposed works to cellar ceiling joists and chimney breast top plate. May Cottage Carmel St, Gt Chesterford, CB10 1PH, Ref. No: UTT/22/1581/. **No comment.**

ii. 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. **No comment.**

iii. Erection of single-storey rear extension. 20 Thorpe Lea Close Gt Chesterford, CB10 1FF, Ref. No: UTT/22/1671/HHF. **Desirable for the design and materials used for the windows to match existing.**

iv. Erection of single-storey rear extension. 19 Thorpe Lea Close Gt Chesterford, CB10 1FF, Ref. No: UTT/22/1667/HHF. **Desirable for the design and materials used for the windows to match existing.**

v. 1 no. acacia- re pollarded, 3 Manor Cottages Manor Lane Gt Chesterford, CB10 1PJ UTT/22/1878/TCA. **No comment.**

b) The following Uttlesford District Council planning decisions were noted;

i. 1 no. Cherry Tree- pruning Ref No: UTT/22/1659/TCA, Oakwood Cottage High St Gt Chesterford, CB10 1PL, **No Objections.**

ii. Face back (approx. 2/3ft) and trim (approx. 1m) 1 no. Beech Hedge, reduce and reshape (approx. 1.5m) 1 no. Willow, fell to ground level 1 no. Elder, reduce, reshape (approx. 1.5m) and face back 1 no. Ginkgo, reduce and reshape (approx. 2.5m) 1 no. Cherry. Ref. No: UTT/22/1546/TCA, Glinton Cottage Carmen St Gt Chesterford, CB10 1NR, **No Objections.**

iii. 1 no. Conifer - Reduce height by half up to 7m 1no. Horse chestnut - Reduce crown overhanging neighbouring property by up to 2m, to appropriate pruning points, Ref. No: UTT/22/1522/TPO 18 Jacksons Lane Gt Chesterford, CB10 1PU, **Allowed.**

iv. Proposed first floor rear and side extension. Demolition of existing porch and new entrance door and window, Ref. No: UTT/22/1258/HHF | 7 Rookery Close Gt Chesterford, CB10 1QA, **Approved**

v. Application to discharge condition 3 (additional drawings) attached to UTT/21/1317/LB. The Old Elm Tree Church St Gt Chesterford CB10 1NP, **Discharge Conditions in Full.**

vi. Internal alterations plus replacement boiler house roof and entrance canopy to rear of house. Ref. No: UTT/22/1176/HHF, July Farmhouse Carmel St Gt Chesterford, CB10 1PH, **Approved.**

vii. Internal alterations plus replacement boiler house roof and entrance canopy to rear of house. Ref. No: UTT/22/1177, July Farmhouse Carmel St Gt Chesterford, CB10 1PH, **Approved.**

viii. Proposed front bay window extension, loft conversion and internal 47 Jacksons Lane Gt Chesterford, CB10 1PT, Ref. No: UTT/22/1029/, **Approved.**

ix Proposed patio, cobbled sandstone border and low retaining wall in rear garden. The Delles Carmen Street Great Chesterford Essex CB10 1NR, Ref. No: UTT/22/1292/HHF, **Approved**

x Single storey front and rear extensions with new pitched roof to side, 1 The Elms Great Chesterford Essex CB10 1QD. Ref. No: UTT/22/1283/, **Approved.**

Great Chesterford Parish Council

xi. 1 no- Sycamore - 2-3m Crown reduction, Carmelstead Carmel St, Great Chesterford, CB10 1PH, Ref. No: UTT/22/1825/, **No Objections.**

c. Boro Farm aggregate recycling facility

It was agreed that the PC would raise the issue of the facility operating without planning consent and the lack of appropriate action from Council agencies with Kemi Badenoch, MP for Uttlesford and Anthony Brown, MP for South Cambridge.

d. Proposed Icknield Fields housing development (Stumps Cross)

i. The above development proposal was noted. The developer had scheduled a consultation meeting for the village on 19 July. The PC would aim to meet with the developer during the week commencing 7 August.

22/106 Finance

i. Bank statements and a list of payments had been circulated prior to the meeting and the following were approved for payment;

Internal Audit (A C Wood)	£175.00
CCC Hire of Hall x 2	£90.00
Grass cutting	£247.38
Stationery	£25.36
Jubilee related expenditure	£103.50
Mortar for cricket matting	£32.27
Staff salaries and expenses	£1573.84
Pension to LGPS	£493.97
ARCGIS subscription to maps	£146.40
Maintenance of skate park	£575

22/107 Policy Documents for confirmation;

i. Standing orders

The GCPC standing orders were approved

ii. Financial regulations

The GCPC financial regulations were approved

iii. Internal financial control document/policy

The draft document was reviewed and would be considered further. The role of 'Internal Control Officer' might be assigned to a Councillor taking up the 'finance' role on the PC.

iv. Safeguarding policy

Cllr McCullough agreed to act as safeguarding officer for the PC and the draft was approved subject to one amendment.

iv. Risk Assessment

The Clerk reported that the drafting of the risk assessment was underway but required PC input. Cllr Thackray offered to review the document.

22/108 Recreation Ground play area (Appendix 1)

Cllr Mitchell had circulated his report prior to the meeting.

22/109 Open spaces (Appendix 1)

Cllr Mitchell had circulated his report prior to the meeting.

22/110 Nursery

Cllr Mitchell provided an update on progress. The advertisement of the opportunity to run the Nursery had been widely advertised on the ECC platform and to other nurseries with a deadline of 14 September. An application for building funds had been sent via the EALC to the PWLB. An application has also been submitted to ECC for the remaining S106 and DfE funds. The building procurement process would be initiated with ECC once the loan and funds have been approved in principle.

Great Chesterford Parish Council

22/111 Land East of London Road, 124 houses; Ref. No: UTT/20/2724/OP

It was reported that the draft S106 agreement would be received shortly.

22/112 Open space at Pilgrim's Close

Unfortunately there had been no further contact with the interested resident with respect to costing a plan.

22/113 Relationship between GCPC and Recreation Ground Trust

Cllr Mitchell would meet with John Burwood to discuss the relationship and try to identify a way forward.

22/114 Cllrs roles (including grant applications)

A list of roles was received and allocated as follows;

Chair of GCPC; Cllr Newcombe
Vice Chairs of GCPC; Cllrs Mitchell and Redfern
Website; Cllr McCullough
Open Spaces; Cllrs Mitchell and Tricerri
Liaison with the Scouts; Cllrs Mitchell and Newcombe
Storage facility; Cllrs Mitchell and Newcombe
Nursery; Cllrs Mitchell and Redfern
Community engagement; Cllr McCullough and a Cllr appropriate to issue
Local Plan; tbc
Stumps Cross development; Cllr Newcombe
Neighbourhood Plan; Cllr Thackray
CCC liaison; Cllr Mitchell
Lighting; tbc (Cllr Thackray in the interim)
Genome Campus liaison; Cllr Redfern
Liaison with local PC Chairs; Cllr Newcombe
Broadsheet; Cllr McCullough
Liaison with WI; Cllr Tricerri
Liaison with Orchard/allotments/Bowls Club; Cllr Tricerri
Finance; tbc
Safeguarding; Cllr McCullough
Highways; tbc
Planning; Cllrs Redfern and Newcombe

It was agreed that the PC would issue two newsletters during the year which, added to the Annual Village Meeting, might assist with communication on PC activities to the Village.

22/115 Cllr vacancies

It was noted that there were currently three vacancies on the Parish Council. Cllr Redfern would contact one of the interested parties with a view to her attending the next meeting in September. In the interim the positions would be advertised.

22/116 Local Plan

See earlier report from Cllr Gregory at 22/104 (County and District Councillors reports).

22/117 Neighbourhood Plan

Cllr Thackray reported that the deadline for consultation had now passed; the plan had been reviewed and returned by the examiner and UDC with some queries which had been addressed. The next stage was a referendum when the public could submit votes prior to the Plan potentially being adopted. Cllr Thackray was hopeful that this would take place by the end of the summer.

22/118 Yellow Lines on the High Street

It was noted that the new arrangement of yellow lines was now in place and had been in force since 11 July. Residents could give feedback to the PC or to NEPP by a 15 January 2023 deadline. It was noted that positive feedback had been received from residents.

22/119 Matters for Further Discussion

Great Chesterford Parish Council

It was agreed that any issues from the current meeting not resolved by September would be included in the next agenda.

22/120 Date of Next Meeting;

It was agreed that there would be no meeting in August hence the next meeting would be held on Wednesday 14 September.

The meeting closed at 9.50pm.

DRAFT