

# Great Chesterford Parish Council

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## **Draft Minutes of a Parish Council Meeting held on Monday 19<sup>th</sup> July 2021.**

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| <b>Present</b>       | Chair Tom Newcombe, Councillors David Hall, Mike Mitchell, Julie Redfern and Sharon Tricerri.     |
| <b>In Attendance</b> | District Cllr Richard Pavitt, one member of the public and Amanda Lindsell, Clerk to the Council. |

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### **21/074 APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted from County Cllr Paul Gadd, District Cllr Neil Gregory, Cllr Simon Cleary, Cllr Penny McCullough and Cllr Rachel Thackray.

*Cllr Bevens arrived.*

### **21/075 DECLARATIONS OF INTEREST**

Cllr Hall declared an interest in agenda item 21/079iv as a neighbour of the applicant.

### **21/076 MINUTES OF THE LAST MEETING**

The minutes of the April Parish Council meetings were approved by Councillors as an accurate representation and signed by Chair Tom Newcombe.

### **21/077 PUBLIC PARTICIPATION**

A member of the public noted that a waste bin on the corner of station road and one opposite Plexteks have been damaged by the disposal of used barbecues. Cllr Redfern proposed the purchase of two bins to replace the damaged ones, this proposal was seconded by Cllr Hall.

### **21/078 COUNTY AND DISTRICT COUNCILLOR REPORTS**

Cty Cllr Gadd has circulated an update which will be attached to the minutes as appendix one.

District Cllr Pavitt reported on the following matters;

- i. The call for sites briefing for members is on Thursday evening, UDC are struggling with mapping problems, but the information should be publicly available 48 hrs later.
- ii. The biodiversity area of land in front of the allotments which been allowed to grow quite wild, has now been cut flat again. UDC are looking for people to develop wildflower sites, and this area would be ideal. It was noted that there may be funding available for seeding and planting. There is an interactive application on UDC's website which enables the proposal of sites for biodiversity and nature interest, verges and corners of church yards that people feel are worth preserving. Cllr Mitchell noted that it is still possible that trenches will be necessary through that area to enable the provision of services to the new nursery, and asked District Cllr Pavitt to share contact details for UDC's Climate Change and Biodiversity Officer.
- iii. The river phosphate levels are exceptionally high, suggesting that the sewage works at Newport and Wendens and the pumping stations are not operating as they should do, levels are 500 times what they should be in places. Cllr Hall noted concerns that the proposed additional housing on London Road will further exacerbate the already inadequate existing sewerage pipes in Great Chesterford, as demonstrated twice in recent weeks when flooding resulted in incidents. Cllr Hall reminded the meeting that Anglian Water historically have said that there is not an issue and that Hill have also been told that it is not a problem, but it clearly is. A South Street resident is collating a report of all incidents and Anglian Water has been responding to incidents within two hours and temporarily fixing any issues. The Council also noted that the Environment Agency has mapped part of South Street as a flood zone, and it is reported that a resident lost the sale of his property when this information was discovered by the buyer.

District Cllr Pavitt confirmed that there is a new water cycle study about to start which will demonstrate capacity in individual areas and resolved to ask the team to thoroughly investigate within Great Chesterford.

### **21/079 PLANNING**

The following comments were agreed in response to planning applications;

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- i. UTT/21/2113/FUL – Land north of Bartholomew Close, Great Chesterford  
Application for amendment to condition 15 (materials) of UTT/19/2288/FUL - Revised schedule of materials – No objections subject to noting the importance of the use of high quality materials including heritage tiles and to be in keeping with the surrounding properties.
- ii. UTT/21/2114/FUL – Plot 7, Land north of Bartholomew Close, Great Chesterford  
Application for amendment to condition 14 (materials) of UTT/20/3263/FUL - Revised schedule of materials – No objections subject to noting the importance of the use of high quality materials including heritage tiles and to be in keeping with the surrounding properties.
- iii. UTT/21/2117/HHF – Bartle House, Carmen Street, Great Chesterford  
Proposed single storey front/side extension – No objections.  
The following planning decisions were noted;
- iv. UTT/21/1993/DOC – The Old Elm Tree, Church Street, Great Chesterford  
Application to discharge condition 3 (additional drawings) attached to UTT/21/1317/LB – Discharge conditions in full.
- v. UTT/21/1849/DOC – The Stable Mill House, Newmarket Road, Great Chesterford  
Application to discharge condition 2 (written scheme of investigation) attached to UTT/18/2333/HHF – Discharge conditions in full.
- vi. UTT/21/1543/LB – Amberley Cottage, Manor Lane, Great Chesterford  
Installation of new combi boiler including the removal of old boiler and flue and relocation of boiler to current airing cupboard – Approved with conditions.
- vii. UTT/21/1518/HHF – Burtonwood Farm, Cow Lane, Great Chesterford  
Part first floor, part two storey rear extension and erection of porch. Demolition of garage and erection of residential annexe (amended scheme to that approved under planning permission UTT/20/3207/HHF – Refused.
- viii. UTT/21/1338/HHF – 2 Hyll Close, Great Chesterford  
Single storey rear extension. Extension to roof over existing flat roof element to side – Approved with conditions.
- ix. UTT/21/1316/HHF – The Old Elm Tree, Church Street, Great Chesterford  
Erection of proposed 1 1/2 storey rear extension; internal alterations to the existing building including; division of the existing rear lean-to kitchen area to form two rooms; remodelling of the staircase arrangement to the western modern extension and first floor corridor area abutting this; new window to the existing rear elevation; repairs to the existing windows and demolition of existing single garage – Approved with conditions.
- x. UTT/21/1317/LB - The Old Elm Tree, Church Street, Great Chesterford  
Erection of proposed 1 1/2 storey rear extension; internal alterations to the existing building including; division of the existing rear lean-to kitchen area to form two rooms; remodelling of the staircase arrangement to the western modern extension and first floor corridor area abutting this; new window to the existing rear elevation; repairs to the existing windows and demolition of existing single garage – Approved with conditions.
- xi. UTT/21/1257/HHF – High trees, Church Street, Great Chesterford  
Proposed single garage with domestic storage and home study and replacement of garage door of existing house with single door. - Approved with conditions.
- xii. UTT/21/1168/HHF – Manor Mead, High Street, Great Chesterford  
Demolition of existing rear lean-to extension, and erection of replacement rear single storey extension – Approved with conditions.
- xiii. UTT/21/0262/FUL – Chesterford House, Great Chesterford  
Erection of 2 no. dwellings with new access off Walden Road (amended scheme to that approved under planning permission UTT/18/2969/FUL) – Approved with conditions.

## **21/080 FINANCE**

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

The following transactions;

DD - A & J Lighting – monthly maintenance inv 35044 - £161.64

DD – E.On Streetlighting April - £480.53

OP – Parkers Pitches Ltd – fertiliser application - £1056.00

OP - Bryan Lecoche Ltd – concrete block hire 11/02/21-08/04/21 - £403.20

OP – Zurich – annual insurance premium - £2753.96

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OP – Scotsdales wildflower and plant food -£17.98  
OP – Grafton Merchandising – nursery fencing – GAI/372440 - £432.12  
OP - Grafton Merchandising – nursery fencing – HAV/383148 - £172.85  
OP - April salaries – £1644.79  
OP – Essex Pension Fund - £514.82  
OP – EALC/NALC Affiliation - £438.04  
DD - A & J Lighting – monthly maintenance inv 35133 - £161.64  
OP – Lock, Stock & Barrell – padlock - £107.96  
OP – Vistaprint – signage - £44.32  
OP - Electrical Testing – streetlight work - £9133.55  
DD - E.On May - £464.29  
OP – CB Mower Services – new deck bearings - £69.11  
OP - Bryan Lecoche Ltd – concrete block hire 08/04/21 – 11/05/21 & removal - £792.00  
OP – Jackson Fencing – height limiting barrier - £2280.66  
OP - Jackson Fencing – height limiting barrier - £1308.00  
DD – A & J Lighting call out 35170 - £107.40  
OP - Lock, Stock & Barrell – chain and lock for goalposts - £101.17  
OP – Playsafety Ltd – annual ROSPA report - £391.80  
OP – Grafton Merchandising – nursery fencing – GAI/375425 - £472.63  
OP - Grafton Merchandising – nursery fencing – HAV/384202- £189.06  
OP – HMRC Underpayment M1 - £125.07  
OP -Chesmetal – skate park repair - £1000.00  
OP – May salaries – £1591.88  
OP – Essex Pension Fund – May 2021 -£495.76  
DD - A & J Lighting – monthly maintenance inv 35209- £161.64  
OP - Grafton Merchandising – nursery fencing purchasing – GAI/377629 - £3857.15  
OP – Grafton Merchandising – nursery fencing hire 01/06/21-21/06/21 - £308.51  
OP - S Jones Containers – storage container - £4464.00  
OP – JC Moralee – grass cutting – April and May 2021 - £276.21  
DD – E.On Streetlighting - £479.77  
DD – Unity Trust Bank quarterly charge - £18.00  
OP – Spring Cottage landscaping – pollard chestnut HRG - £350.00  
OP – CCC – electricity multi sports and scout hut - £171.49  
OP - Widdington Recycling Ltd – skip hire - £288.00  
OP - Grafton Merchandising – nursery fencing hire 01/06-30/06 – HAV/385396 - £172.85  
OP – Mrs Morton – internal audit - £100.00  
OP – June salaries – £1801.94  
OP – Essex Pension Fund – June - £568.80  
OP – HMRC PAYE quarterly payment - £627.63  
DD - A & J Lighting – monthly maintenance - £161.64  
OP - Parkers Pitches Ltd – weed spray rec - £660.00  
DD - E.On Streetlighting - £464.29

were agreed for payment.

ii. The Internal Auditor’s report was noted as raising no concerns.

iii. The Section One Annual Governance Statement of the Annual Governance and Accountability Return 2020/21 part three was read out, approved, completed and signed by the Clerk and Chair Newcombe.

iv. The annual accounts were circulated and approved and the Section Two Accounting Statement of the Annual Governance and Accountability Return 2020/21 was approved, completed and signed by the Responsible Financial Officer and Chair Newcombe.

V, The Council noted the completion of the Notice of Public Rights and Publication of Annual Governance and Accountability Return to be displayed, making available the Annual Governance and Accountability Return and associated documents on application to the clerk.

## **21/081 OPEN SPACES**

- i. Please see appendix 2.
- ii. The Council considered the request from a resident to purchase a small piece of the green verge in Rookery Close and agreed unanimously that they wish to retain the land as a green space for the local community.
- iii. Following receipt of complaints regarding the Cow Lane/High Street junction, it was agreed that Cllr Hall would request quotations from the transport expert for possible solutions, for consideration at the next meeting.

## **21/082 RECREATION GROUND TRUST**

- i. Please see appendix 2. Cllr Mitchell noted that although the Council have undertaken significant works recently at the skate park, there is an additional new hole.
- ii. The Council ratified the decision to purchase a storage container to temporarily hold the current contents of the Scout Hut.

## **21/083 SCOUT HUT**

- i. The Council agreed that they are happy for the Scouts to use the Scout Hut on an ad hoc basis at a nominal weekly charge until further notice, pending a more formal licence which is being drafted and would allow for works to be carried out to the Scout Hut (such licence can only be issued following receipt of detailed proposals and architects plans for their proposed works and approval of the same by the Parish Council). The licence will also set out the heads of terms for the lease to be entered into once the works are complete, or for a lease which includes the ability to carry out tenants alterations).  
In the interim the Council will allow the replacement of two windows and the front door with furniture similar to CCC, and the installation of a temporary access ramp if required. All utilities and insurance are to be paid by the Scouts from first use.
- ii. The Council agreed to finalise the terms of the Scout Hut licence and lease heads of terms at the next meeting assuming plans have been submitted to and are approved by the Parish Council.

## **21/084 NEIGHBOURHOOD PLAN**

Cllr Redfern noted that the Neighbourhood Plan Group continue to meet, Regulation 14 has closed, and the group are going through comments received. They are looking to appoint an inspector and submit a Regulation 15 application to UDC.

## **21/085 LOCAL PLAN**

No further comment

## **21/086 JUBILEE CELEBRATIONS**

Cllr Redfern resolved to circulate a note to the village through the Good Neighbours Scheme to seek interested parties who would like to form a committee to co-ordinate a village event.

## **21/087 NURSERY**

- i. The Council agreed the purchase of the Heras fencing at the nursery and resolved to finalise the purchase of the additional 30 panels at the first opportunity.
- ii. The Council resolved to carry out agenda item 21/087iii 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.

## **21/088 MATTERS FOR FURTHER DISCUSSION**

- i. To consider hiring a transport consultant to help de-urbanise the B1383.
- ii. Change in parish boundary
- iii. Constituency review
- iv. Flagpole consider upgrade – future discussion
- v. Skatepark future fund-raising committee – community involvement

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## **21/089 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Wednesday 18<sup>th</sup> August 2021.

The public left the meeting for the consideration of item 21/087iii.

## **21/087 Nursery (Part 2)**

CLlr Mitchell detailed frequent and ongoing discussion in relation to the nursery with ECC and other parties.

Chair Newcombe allowed the public to rejoin the meeting.

**The meeting closed at 22:08.**