

# **GREAT CHESTERFORD PARISH COUNCIL**

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**Clerk to the Council – Kate Stacey**

1 Manor Cottages, Manor Lane, Great Chesterford, CB10 1PJ Tel: 01799 530 134

email: clerk.gpc@gmail.com

Councillors are summoned to attend a meeting of Great Chesterford Parish Council to be held on

**Wednesday 9th February, 2022 at 7:30pm at the Chesterfords Community Centre.**

In accordance with Public Bodies (Admission to Meetings Act) s1, the council, in consideration of the confidential nature of the business, may resolve to exclude members of the public and press from consideration of items.

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**22/1 Apologies for Absence**

**22/2 Declaration of Interests**

To receive any 'personal' or 'pecuniary' interests relating to items on the agenda.

**22/3 Minutes of the Last Meeting**

To approve as a correct record of events the minutes of the 7<sup>th</sup> December Parish Council meeting.

**22/4 Co-Option of New Councillor**

To note the current vacancy and consider advertising.

**22/5 Public Forum**

15 minutes will be made available to address questions raised by members of the public.

**22/6 County and District Councillor's Reports**

To receive the above reports.

**22/7 Planning**

**To consider any comments to be returned to Uttlesford District Council (UDC) relating to applications;**

i. Extension to house, conversion of stable block to living accommodation, extension to outhouses and erection of triple garage (works commenced under planning permission UTT/0021/93/FUL and listed building consent UTT/0022/93/LB). **Chesterford House** High Street Great Chesterford CB10 1PL. Ref. No: UTT/22/0234/CLP.

ii. Non-material amendment to UTT/21/2113/FUL - Trees behind Plots 12-13 to be removed, revision to French doors of plot 10 and roof tile specification. **Land North Of Bartholomew Close** Bartholomew Close Great Chesterford. Ref. No: UTT/22/0041/NMA.

iii. Proposed works to ceiling/floor joists and chimney breast top plate. **May Cottage** Carmel Street Great Chesterford CB10 1PH. Ref. No: UTT/21/3413/LB.

iv. Proposed removal of existing porch and erection of new porch. **4 St Johns Close** Great Chesterford Essex CB10 1PB. Ref. No: UTT/22/0270/HHF.

v. Removal of three tree branches. **The Gables Carmel Street** Great Chesterford Saffron Walden CB10 1PH. Ref. No: UTT/22/0268/TCA.

**To note Uttlesford District Council planning decisions at Appendix 1.**

**22/8 Finance**

i. To receive a statement and review of accounts and list of payments for approval.

**22/9 London Road Housing Development**

To consider potential road names for the new housing development to be returned to the developers.

**22/10 Scout Group Hut**

To consider a request for works around the Scout Group Hut to;

i) Plant shrubs/whips to the right hand side of the new access slope.

ii) Erect solar panels on the southern facing roof slope.

iii) Replace existing old internal lighting with new energy efficient lighting.

iv) Install an alarm system.

v) Remove old wooden sheds and other structures to the rear and level the land so the area can be used for activities.

(vi) Planning permission application.

**22/11 Recreation Ground play area**

To discuss and consider issues at item 1 of RGT section of Appendix 2.

**22/12 Recreation Ground Trust**

To receive an update; Appendix 2 refers.

**22/13 Open spaces**

To discuss and consider issues at items 1, 2 and 3 of Open Spaces section of Appendix 2.

**22/14 Jubilee celebrations**

To discuss and consider issues.

**23/15 Neighbourhood plan**

To receive an update.

**22/16 Planning**

To receive an update.

**22/17 Nursery**

i. To resolve to carry out agenda item 22/8 in closed session 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.

ii. To receive an update.

**22/18 Parish Council Clerk**

i. To resolve to carry out agenda item 22/xxx in closed session 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.

ii. To confirm the engagement and contractual arrangements for new clerk Kate Stacey.

**22/19 Matters for Further Discussion**

Subject to the discretion of the Chair, raised by Councillors with a view to being an item on the next agenda. Please note that no decisions can be lawfully made under this item.

**22/20 Date of Next Meeting**

Wednesday 9<sup>th</sup> March 2022



**SIGNED (CLERK):**

**DATE: 03/02/22**

## Appendix 1

### To note Uttlesford District Council planning decisions;

#### December 2021

iv. UTT/21/3618/TCA Felling of walnut tree, Manor Farm, Manor Lane, Great Chesterford, CB10 1PJ – **No objections**

v UTT/21/3388/LB Proposed two storey side extension with attic rooms. Subdivision of dwelling into 3 no. individual dwellings. Creation of new window and external doors, replacement of existing door with windows and landscaped gardens. Internal and external alterations including addition of internal partitions and door, creation of new staircase, demolition of walls/partitions. Chesterford House, High Street, Great Chesterford, CB10 1PL. **Refused**

vi UTT/21/3387/FUL Proposed two storey side extension with attic rooms. Subdivision of dwelling into 3 no. individual dwellings. Creation of new window and external doors, replacement of existing door with windows and landscaped gardens. Chesterford House, High Street, Great Chesterford, CB10 1PL. **Refused**

vii UTT/21/3341/HHF Proposed loft roof lights. 11 South Street, Great Chesterford, CB10 1NW. **Approved**

viii UTT/21/3237/HHF Replacement like-for-like ground floor front bay window, first floor front bedroom window and first floor front bathroom window. 1 Delles Cottage, Carmen Street, Great Chesterford CB10 1NR. **Approved**

ix UTT/21/3231/HHF Part reconstruction of single storey extension, replacement windows and internal alterations. Flint Cottage, Newmarket Road, Great Chesterford, CB10 1NS. **Approved**

x UTT/21/2804/DOC Application to discharge condition 7 (wildlife sensitive lighting), 8 (SuDS maintenance) and 13 (details of walk/cycle way) attached to UTT/21/2113/FUL. Land North Of Bartholomew Close, Bartholomew Close, Great Chesterford. **Discharge Conditions in Full**

xi UTT/21/2805/DOC Application to discharge condition 7 (wildlife sensitive lighting), 9 (SuDS maintenance) and 14 (details of walk/cycle way) attached to UTT/21/2114/FUL. Plot 7 Land North Of Bartholomew Close, Bartholomew Close, Great Chesterford. **Discharge Conditions in Full**

#### January 2022

xii. Non material amendment to UTT/21/2114/FUL - Revision to French door and roof tile specification (plot 7). Land North Of Bartholomew Close Bartholomew Close Great Chesterford  
Ref. No: UTT/22/0039/NMA. **Approved**

xii. Garden office.  
Buffins High Street Great Chesterford CB10 1PL. Ref. No: UTT/21/3555/CLP. **Approved**

xiv. Replacement of UPVC windows to wooden sash windows  
Buffins High Street Great Chesterford CB10 1PL. Ref. No: UTT/21/3450/CLP. **Approved**

xv. Two storey rear extension  
4 Eastgate Newmarket Road Great Chesterford CB10 1PA. Ref. No: UTT/21/3417/HHF. **Approved**

xvi. Erection of 2no. dwellings with new access off Walden Road (amended scheme to that approved under planning permission UTT/21/0262/FUL). Chesterford House High Street Great Chesterford Saffron Walden Essex CB10 1PL. **Approved**

xvii. Proposed cart lodge  
4 Eastgate Newmarket Road Great Chesterford CB10 1PA. Ref. No: UTT/21/3324/HHF. **Approved**

xviii. Proposed extension and conversion to residential of former coach house, stable, outbuilding and garage (amended scheme to that approved under planning permission UTT/15/2436/FUL)  
The Coach House Chesterford House High Street Great Chesterford Saffron Walden Essex CB10 1PL. Ref. No: UTT/21/2907/FUL. **Approved**

xix. Proposed extension and conversion to residential of former coach house, stable, outbuilding and garage (amended scheme to that approved under listed building consent UTT/15/2437/LB)  
The Coach House Chesterford House High Street Great Chesterford Saffron Walden Essex CB10 1PL. Ref. No: UTT/21/2908/LB. **Approved**

## Appendix 2

### Report Open Spaces and RGT Parish Council Meeting 9 February 2022

#### Open Spaces

1. Footpath repairs at Pilgrim Close – part completed. Consideration of additional areas to be repaired.
2. Flag pole at Coronation Green – damaged and pulled down – reportedly by junior resident – to be repaired.
3. Review of condition of trees under responsibility of PC – Open Spaces and RGT.

#### RGT

1. Play areas at Recreation Ground and Pilgrim Close – Contractor scheduled to replace the fencing at Recreation Ground play area with s106 funds. Repair and maintenance work to play equipment to be completed at same time. Work likely to commence end Feb/March. Consideration of adding missing section of equipment and protective matting under some equipment where particularly muddy. Longer term consideration of funding for replacement play equipment at Rec and Pilgrim Close play area.
2. Footpath repairs on path from Meadow Road to play area at Recreation Ground. Path at recreation ground - continuation of repairs required by tree roots and Pilgrim Close path into the area before the play area – safety/trip issue. Completed. Consideration of further footpath/pavement repairs at Pilgrim Close.
3. Ditches at Recreation Ground / Flood Defences – annual work – completed. Report to ECC in relation to ditch on Walden Road and culverts at Walden and Newmarket Roads. No obvious work done. Landowner upstream from allotments to Walden Road cleared ditches. Landowners downstream of Rec/Newmarket Road contacted and meeting with local agent where ditch clearance work already carried out and future work plan discussed. To be followed up with both landowners. Review of ditch at HRG.
4. Gym equipment – Annual servicing completed. Reported by equipment supplier that small cracks appearing on *pull up bars*. Checked and possible small cracks on one pull up bar. Sign posted requesting that pull up bar not be used. Check and repair to be scheduled.

5. Drains at Rec car park – clearance of drains – completed. One drain in particular slow to drain. Discussions with comm centre.
6. Scout hut - Licence given to scout group to use the existing building, to replace shutters with new windows and doors and install ramp – completed. Licence extended to include signage. Plans being developed to expand the scout hut to include more storage space, toilets and kitchen. Request to extend licence to include solar panels, replace internal lighting, instal alarm system, clear up at rear of building and planting in way of front of scout hut. Long term lease being drafted. Updated plans and planning permission application pending. On-going discussion between PC/RGT, Comm Centre and scout regarding electricity supply to scout hut.
7. CCTV – discussions revived with community centre and contractor.
8. Yellow Lines on High Street – ECC contacted to revive implementation of agreed changes following site visit last year. Site visit by officers. Implementation likely early 2022 when weather allows for painting.
9. Lighting repairs – Number of lights out in village and contactor contacted. Relaced lights with low wattage LED bulbs. Investigations into lighting circuit on footpath from footbridge at Meadow Road to Recreation Ground play area.
10. Grass on Recreation Ground – football pitch and cricket outfield – End of football pitch at Comm Centre end has had additional seeding application and roped off. Cutting regime in conjunction with cricket club agreed. Football pitch to be used by youth team from January.
11. Rospa report – Red flagged urgent risk items identified (to skate park) in report - repaired. Contractor identified for non-urgent repairs and maintenance to play equipment at Recreation Ground play area. Work to be done at same time as fencing (item 1.).
12. Skatepark – small repair required –contractor will check and do work when weather allows.