

Great Chesterford Parish Council

Draft Minutes of the Parish Council Meeting held on Wednesday 11 October 2023

Present	Councillors Tom Newcombe (Chair), Amanda Cooper, Penny McCullough, Mike Mitchell and Julie Redfern.
In Attendance	District Councillor Richard Pavitt, Kate Stacey and five members of the public.

23/169 Apologies for Absence

Apologies were noted from Cllrs Rachel Thackray and Sharon Tricerri.

23/170 Declaration of Interests

Cllr Newcombe declared that he was a partner at Birkett's. Cllr Cooper declared that she lived near to the new bike rack.

23/171 Minutes of the Last Meeting

The minutes of 11 October 2023 Parish Council meeting were approved and signed as an accurate record following a correction to item **23/151 County and District Councillor's Reports** replacing '*An application for a 3500 house development at Stump Cross*' with '*An application for a 350 house development at Stump Cross*'. The clerk gave thanks to the resident who spotted the error.

23/172 Public Forum

PCSO Keeley Twitchett and PC Souel Sampson attended to introduce themselves to the PC. PCSO Twitchett reported that she was looking for opportunities to meet with residents at any appropriate village meetings. The team was currently covering 25 parishes and she reported that speeding was an issue in most areas. PCSO Twitchett offered to assist the Speed Watch group with the anticipation of capturing data in order that the issue could be addressed with a formal report.

23/173 County and District Councillor's Reports

Cllr Gadd did not attend the meeting but had submitted a written report.

Cllr Pavitt reported that the Local Plan was currently being reviewed by UDC and should go out for public consultation in early November. In theory the Plan could be adopted and put in place in 2026.

23/174 Planning

a) Current major planning issues;

i. London Road; two developments; 76 dwellings, South West of London Road and 111 dwellings, East of London Road.

It was noted that the proposed boundary change between Great and Little Chesterford as a consequence of the two developments was out for public consultation with 13 November deadline.

ii. Boro Farm aggregate recycling facility

No updates had been received. Cllr Gadd would be contacted to ascertain when the result of the appeal would be decided.

iii. Icknield Fields, Stump Cross

It was reported that Cllrs Redfern and Newcombe had met with Essex Highways to give their feedback with respect to the Icknield Fields planning application. A recent travel assessment had not addressed; the potential negative effect on the Village in relation to the likely increase in traffic, the mitigation required on Newmarket Road or the impact in combination with the 1,500 house development at the Welcome Trust (WT) campus.

iv. Wellcome Trust Genome Campus, expansion at Hinxton

There were no updates, but the PC noted that the WT had donated and installed a bike rack near to the Village noticeboard as a gesture of goodwill. The PC offered their thanks to the WT.

b) To consider any comments to be returned to UDC relating to applications received;

i. New front entrance porch. Demolition of existing conservatory and replacement single storey rear

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extension. 36 Pilgrims Close, CB10 1QG. Ref. No: UTT/23/2431/HHF. **Support.**

ii. Change of use from ex-council land/grass verge/parking space to garden, and section 73A retrospective permission for the erection of a 2m boundary fence. Land Adjacent to 47 Jacksons Lane, CB10 1PT. Ref. No: UTT/23/2386/FUL. **Following lengthy discussion it was agreed that the PC would submit the same comments as for the previous application of this type on Jacksons Lane.**

iii. Proposed ground mount solar PV system with the capacity to generate up to 50kWp. Dells Farm, CB10 1RL. Ref. No: UTT/23/2287/FUL. **No comment.**

iv. Ground (tub) mounted solar PV array of 25 all black solar panels (with Tesla Powerwall 2 battery storage) in an area of the rear lower garden, Fairacre, Newmarket Rd, CB10 1NS. Ref. No: UTT/23/2246/HHF. **Support.**

v. Proposed extensions and alterations to previously approved applications UTT/19/0804/FUL and UTT/16/0206/FUL. Plextek Ltd, London Rd, CB10 1NY. Ref. No: UTT/22/3019/FUL. **It was agreed that the PC would return the comments put forward in relation to the earlier application in 2019.**

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

i. Installation of an electric car charging box to the side of the garage wall, Mill Cottage, Newmarket Rd, CB10 1NS. Ref. No: UTT/23/2047/HHF.

ii. Installation of an electric car charging box to the side of the garage wall, Mill Cottage, Newmarket Rd, CB10 1NS. Ref. No: UTT/23/2022/LB.

23/175 Finance

i. The bank statements, a review of accounts and a list of payments for approval were received. The following payments were approved;

Staff costs	£2,304.27
CCC; Room bookings (May 2022)	£194.00
CCC; Room bookings (April 2022)	£108.00
Barker Parry, Stump Cross transport letter	£450.00
EALC; CiLCA training course for Clerk	£852.00
CCC; hedge cutting	£150.00
CCC; Room booking (Sept 23)	£54.00
Bannold; compost, Hammond Garden	£660.00
Bannold; compost, Hammond Garden	£264.00
A&J Lighting	£161.64
SLCC; CiLCA registration	£450.00
CCC; electricity reimbursement	£41.17
Wilby & Burnett, Architect etc Fees (Nursery)	£16,200.00
Affinity water, connection Nursery quote	£199.20
Barker Parry, letter re; Walden Road	£450.00

The Clerk reported that income received in September was; the second half of the precept, £48,905, bank interest, £960 and the Scout hut reimbursement of electricity, £28.61.

ii. Mid-year update

A mid-year update for the current financial year was received. The Clerk noted that most of the budgets were on track aside from Open Spaces and the Recreation Ground, this was largely due to unforeseen tree work and the repair and maintenance of play equipment. There would be a small amount of future income into these two accounts from grants.

The Clerk noted that the PC currently held four active grants, two for the development of the Hammond and Ratcliff Gardens (total £8,350), one for a Coronation tree (£200) and one towards a tennis windbreak (£500). Cllr Redfern would seek a quote for a windbreak on the 'worst' side and it

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was resolved that the PC would contribute up to £200 towards the total cost. It was agreed that grants would be a standing item on the PC agendas. Cllr Cooper reported that she was investigating a Veolia Environmental Trust grant with respect to the skate parks, play grounds and nature spaces and would report back at the next meeting.

The Clerk reported that the payroll software provider which currently did not charge for its use would start to charge from January 2024. This would cost the PC approximately £70 per annum. This additional recurrent payment was agreed.

iii. Conclusion of Audit 22.23

The external auditor's report was received and the conclusion of the 2022-23 audit noted.

23/176 Recreation Ground play area

i. Recreation Ground Play area report

The report was received. It was noted that the ditch alongside the Rec had already been cleared from the allotments to the bridge at Meadow Road and remainder of the ditch should be cleared by 22 October. The PC has been in contact with the landowners on either side of the PC ditches and the downstream ditch has already been cleared and the upstream ditch was in hand.

ii. GCPC CCTV policy

Cllr Mitchell reported that he was revising the GCPC CCTV policy and would bring this back to the December meeting. It was agreed that CCTV footage should be routed to the Clerk's GCPC laptop.

iii. Play equipment maintenance

It was agreed to go ahead with the required play equipment maintenance/repair programme.

23/177 Open spaces

i. Open spaces report

The report was received. It was agreed that work on the dead branches the Horse River Green trees and the topping off of the trees on Jacksons Lane overhanging Wakefield Close would be initiated. It was agreed that the Clerk would approach ECC Highways to ask for a bench or trees to be put on the verge near to Station approach to deter cars from parking on it.

ii. UDC Tree planting initiative 2023-24

It was agreed that an application would not be submitted until the Nursery building was in place and a plan for the surrounding space could be properly considered.

iii. Hammond and Ratcliff Gardens

Cllrs noted the huge amount of work undertaken by Cllr Thackray and village volunteers to refurbish the two spaces which were looking excellent. The PC offered its thanks to all involved.

23/178 Speeding on London Road

i. To receive a report on Parish Council action taken

Cllr Newcombe reported that he and Cllr Redfern had met with representatives from Essex County Council (ECC) Highways to discuss issues related to speeding on London Road. The representatives had been very helpful and suggested ways forward. Cllr Newcombe would contact a transport consultant anticipating that a report and recommendations could be presented to the London Road developers.

The Clerk reported that she had received quotes from the four speed sign providers recommended by ECC Highways. The quotes ranged from £10-£14k for three signs; there were various options with varying costs. Battery and maintenance costs would also need to be considered if the PC were to end up paying for the equipment.

ii. To receive a report from the Speedwatch group.

The PC thanked the Speedwatch group for their report.

23/179 Parking at Icknield Rise

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This item was moved forward to November's agenda.

23/180 Parking at Ash Green

The PC had received advice from the North Essex Parking Partnership (NEPP) in relation to the parking issue at Ash Green. NEPP noted that any new parking schemes put forward would not be considered until October 2024. Any scheme would need to have the support of 75% of Ash Green residents before it would be considered. NEPP had to prioritise schemes and, although it was recognised that the issue might be frustrating, it was likely to be considered minor in relation to other schemes put forward. The PC therefore recommended that the best way forward at this stage might be signage advising residents to the difficulties of inconsiderate parking.

23/181 Assets of Community Value

This item was moved forward to November's agenda.

23/182 Parish standards training

It was noted that the Clerk had attended a UDC course on 'Standards and the Code of Conduct for Councillors' which she would relay on to Councillors when there was space on a future agenda.

23/183 Communication with residents

This item was held over to the next meeting.

23/184 The relationship between GPC and the Recreation Ground Trust

Cllr Newcombe reported that he had identified an individual who would be able to advise the PC on its 'powers' in relation to borrowing and signing contracts for the Nursery and also its relationship with the RGT. A meeting would be set up in the near future.

23/185 Conserving biodiversity

It was noted that local authorities including PCs were obliged to consider a statement (required by 1 January 2024) on what action/s it might take towards conserving biodiversity and to propose a deadline for the development of its policies and objectives towards this initiative for the future. The Clerk agreed to draft a potential statement for the next meeting.

23/186 Closed Sessions

It was resolved to carry out agenda items 23/187, 23/188 and 23/189 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.

23/187 Nursery

An update on progress with the Nursery was received.

The last time the PC reported on the Nursery was at the Annual Village Meeting (AVM) in May of this year. At that time we reported that following a procurement process with ECC the nursery provider Blossom Barns had been chosen. The PC has continued to maintain contact with Blossoms Barns as discussions have continued with ECC in relation to the building itself. Also at the AVM the PC reported that the solution proposed by ECC was to demolish the existing building. The PC has challenged that view and has prepared two reports with a surveying company: the first in relation to the building itself and the second an appraisal of the design and redesign with cost estimates for completion of the existing building. Blossom Barns has been consulted in the redesign of the existing building. These reports have been submitted to ECC with the intention to have further discussions as soon as possible. The preparation of these reports has led to a slippage in the timetable. However, as discussed at the AVM the intention is to have the building completed in Q4 of 2024. The PC appreciates that it may not seem that much that is happening with the nursery but there is considerable work going on in the background to ensure its completion as soon as possible.

23/188 Contractors and insurance

Following discussion the issues were resolved.

23/189 Certificate in Local Council Administration training for the Clerk

It was noted that the Clerk had started a CilCA training course. The course cost was £1,301 and there would be at least 60 additional hours of course work for the Clerk. The Clerk noted that the extra workload may result in a slower response time to PC matters until the qualification was gained.

23/190 Matters for Further Discussion

Items for the next agenda included;

Veolia Environmental trust grant – Cllr Cooper
Parking at Icknield Rise - Cllr Newcombe
Assets of Community Value - Cllr Newcombe
Communication with residents – Cllr McCullough
Conserving biodiversity - Clerk

23/191 Date of Next Meeting

The next meeting would be held on Wednesday 8 November 2023.

The meeting closed at 9.55pm.