

## GREAT CHESTERFORD PARISH COUNCIL

### MINUTES OF A MEETING OF THE GREAT CHESTERFORD PARISH COUNCIL HELD ON WEDNESDAY 9TH MAY 2012 AT 7.30PM IN THE COMMUNITY CENTRE, GREAT CHESTERFORD

**Present:** Joanna Francis - Chairman  
Howard Rolfe  
Sorrel Gordon-Foxwell  
Gareth Bevens – from 8.10pm  
Wazz Mughal – from 7.40pm  
David Hall  
Neil Gregory  
Julie Redfern  
Sharon Tricerri

Elaine Culling – Clerk  
8 members of the public

#### Action

#### 12/44. Election of Chairman

Joanna Francis was nominated as Chairman.

**Proposed:** Cllr Redfern. **Seconded:** Cllr Gregory.

There were no further nominations.

Joanna Francis accepted the nomination and was unanimously elected Chairman; however she stated her intention to stand down from the Council in May 2013.

The Declaration of Acceptance of Office of Chairman was duly signed, countersigned by the Clerk as Proper Officer of the Council.

The **Chairman** asked that the minutes note **Cllr Rolfe's** 25 years of service on the Parish Council and thanked him for his time and efforts during those years.

#### 12/45. Apologies for Absence

All members in attendance

#### 12/46. Declaration of Interests

*To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda.*

**Cllr Redfern** and **Cllr Rolfe** declared themselves as members of Uttlesford District Council.

**Cllr Redfern** declared a prejudicial interest in the following planning applications:

**UTT/0579/12/FUL.** - Site adjacent to The Delles, Carmen Street, Great Chesterford,

**UTT/0742/12/OP** - Land off Rose Lane, Great Chesterford, and

**UTT/0747/12/FUL** - 10 Stanley Road, Great Chesterford

The **Chairman** declared a personal interest in item:

**12/55. 2012 Annual Great Chesterford Steam-Up – Saturday 6th October**

**12/47. Minutes of the Last Meeting**

**Resolved** to approve and sign as a correct record the minutes of the meeting held on 11th April 2012.

**12/48. Public Forum**

*There will be 15 minutes available for Public Forum, if required, and the opportunity for members of the public to register with the Chairman should they wish to speak on a particular agenda item.*

One member of the public wished to speak on planning application:

**UTT/0742/12/OP** - Land off Rose Lane, Great Chesterford

He wished the following points to be taken into consideration:

- That access to the site is through a conservation area which due to its width will be problematic for any construction vehicles (the thatched cottage along the lane has recently been hit 3 times by HGV's).
- Although the size of this development is less than that previously proposed the potential environmental impact remains significant. Two of the properties in the lane have no footings and any construction traffic will cause noise and vibration that could result in damage to these properties.
- The road surface is poor and has no pedestrian footpath which means that pedestrian users, especially children will be at risk.

The **Chairman** added that she had been notified ahead of this meeting of other properties in the lane having been damaged by HGV's.

**12/49. Planning**

*To consider any comments to be returned to Uttlesford District Council (UDC) on the following applications:*

**UTT/0579/12/FUL.** Erection of dwelling and garage

**Location.** Site adjacent to The Delles, Carmen Street, Great Chesterford

**Object** – Although the design of the proposed property is acceptable this is outside the development limit and offers no community benefit, as such it would set a precedent for similar developments elsewhere in the village.

**UTT/0742/12/OP.** Change of use from allotments to residential and outline application for the erection of two dwellings. Erection of five bay cart lodge for parking of existing residents and new vehicle and pedestrian access

**Location.** Land off Rose Lane, Great Chesterford

**Object** – this is outside the development limit with no suitable access for construction traffic; the recent development at Weldon Gap resulted in one property being significantly damaged, and there is recorded evidence of other damage to properties when the lane is accessed by HGV's.

It is noted however that if an alternative access can be secured, and if the proposed development was for much needed bungalows, then with the current offer of some off-street parking for Rose Lane residents this would have potential for being of benefit to the village.

We would ask though that ownership of the approach to the site access is clarified.

**UTT/0747/12/FUL.** Erection of two storey side and rear extensions

**Location.** 10 Stanley Road, Great Chesterford

**No Comment**

**UTT/0768/12/FUL & UTT/0769/12/LB.** Proposed installation of 11 no. solar photovoltaic panels

**Location.** The Gables, Carmel Street, Great Chesterford

**No Objection** as these will not be visible from the public highway

**UTT/0457/12/LB.** Installation of fire alarm and detection system, 3 no. internal fire doors and alterations to existing internal doors

**Location.** The Plough, High Street, Great Chesterford

**Support**

**UTT/0646/12/FUL.** Single storey rear extension

**Location.** 4 Granta Cottages, Newmarket Road, Great Chesterford

**No Comment**

### **Results**

**UTT/0232/12/FUL.** Retention of children's playhouse and new tree screen

**Location.** 4 The Willows, Great Chesterford

**Unconditional Approval**

### **Appeals**

**APP/C1570/A/12/2174174/NWF**

*To consider whether to withdraw or modify our earlier comments in any way or submit any further comments.*

**UTT/1723/11/FUL.** Proposed dwelling.

**Location.** Site r/o 5 London Road, Great Chesterford.

### **Comments originally submitted were as follows:**

**Object** – this is backfilling and as such would set precedence in the area. In addition the plan does not allow for direct access by emergency vehicles, the elderly, mothers with pushchairs, or deliveries. Although there is outline planning permission for a house on this site this was gained on the presumption of access from Station Approach.

**Resolved** to re-submit these comments together with the following:

“We are surprised that the applicant persists with this application which we regard to be without merit”

**APP/C1570/A/12/2174170/NWF**

*To consider whether to withdraw or modify our earlier comments in any way or submit any further comments.*

**UTT/1724/11/FUL.** Proposed demolition of dwelling and erection of 2 No. dwellings.

**Location.** Site r/o5 London Road, Great Chesterford.

### **Comments originally submitted were as follows:**

**Object** – this application also represents backfilling and as such would set precedence in the area.

**Resolved** to re-submit these comments also with the following:

“We are surprised that the applicant also persists with this application which we regard to be without merit”

### **Distribution Strategy for Local Plan**

*To receive an update following the recent UDC meeting of the Scrutiny Committee.*

**Cllr Rolfe** reported that at this meeting the proposed housing numbers had been approved and will now be considered at the cabinet meeting to be held on the 10th May; if approved by cabinet this will mean a minimum of 100 houses for Great Chesterford with consultation across the district starting in June.

### **12/50. Areas of Responsibility – report circulated**

**Resolved** to approve the areas of responsibility for members as circulated in the report.

### **12/51. External Audit**

#### **Annual governance statement (Copy Circulated)**

*To consider and complete this section of the Annual Return (to include a review of the effectiveness of the internal audit).*

This section was completed and signed and will now be submitted for External Audit.

**Clerk**

### **12/52. Finance – report circulated**

#### **End of year management Accounts**

*To receive the end of 4th quarter management accounts.*

*Following a number of recommendations made in the report circulated, to:*

- *agree whether to earmark any of the unspent budget items,*
- *agree whether to use any of the unspent funds to boost current budget items,*
- *agree whether to use any of the unspent funds for additional budget items.*

**Resolved** to accept all the recommendations as stated in the report with the addition of an increase in budget item **Jubilee** of £250 to £1,250 due to the higher than expected cost of the children’s jubilee mugs. The 2012/2013 budget will now be amended to show these changes and circulated to all members.

**Clerk**

*To note the schedule of cheque payments/receipts since publication of the previous agenda*

**Noted**

### **12/53. Essex Strategy for Flood Risk Management consultation**

**Resolved** to ask Tim Fowell to look at this document on behalf of the Parish Council and to agree any comments to be submitted at the June meeting.

**JF**

### **12/54. Bank Mandate**

**Resolved** to approve the new Bank Mandate removing **Cllr Gordon-Foxwell** as a signatory and adding **Cllr Redfern**.

This will now be submitted to the Council’s Bank for action.

**Clerk**

### **12/55. 2012 Annual Great Chesterford Steam-Up – Saturday 6th October**

*To consider the request from the organisers to have use of Horse River Green and Coronation Green for this event.*

**Resolved** to allow the event to have use of PC areas as in previous years. **Clerk**

*To consider and agree any conditions*

**Resolved** that no conditions are necessary.

#### 12/56. Village Open Spaces

*To appoint a member to investigate whether the Fields in Trust scheme might be used to protect those open spaces in the village that are in private ownership.*

**Resolved** to appoint **Cllr Bevens** **GB**

#### 12/57. Matters Arising/Items for Information

##### 1. 12/35. Council Standing Orders

*Review on hold for now*

##### 2. 11/147. Winter Salt Bag Scheme

*Some appropriate signage to alert residents to the rules regarding use of the grit from the grit bins is still to be added.*

*ECC has been asked to install two new grit bins - one at the junction of Carmen Street and the Newmarket Road, the other at the junction of Ickleton Road with the B1383.*

Response received from **ECC** - Request for Salt bins - (logged under enquiry no. 1761852) - A strategic decision was made not to install any new salt bins on the highway last winter. It is likely that this could be reviewed ahead of next winter.

##### 3. 11/85. Allotment Proposal

*On hold until an appropriate piece of land can be secured.*

##### 4. 11/86. Pilgrim Close/Rookery Close Area

*Cllr Tricerri to report on progress with establishing a Community group*

Six residents have come forward to form a committee. **ST**

##### 5. 11/65. Recreation Ground

*Bowls Club/Scout Hut Leases – Cllr Hall to provide an update.*

10 year lease for the Bowls Club will probably be acceptable to the Charity Commission, and will be drawn up accordingly; arrangements relating to the Scout Hut lease must take account of terms previously granted. **DH**

##### 6. 10/22. Community Speed Watch

*Cllr Rolfe to report back on who will take this forward on behalf of the village.*

Carried forward to the next meeting. **HR**

##### 7. 10/79. Matters for Further Discussion - 20mph limit

*Cllr Rolfe to provide any update*

The Chelmsford trial has recently been cancelled and there is a possibility that the Great Chesterford scheme could now come forward with the support of the new **UDC** Highways Panel.

#### 12/58. Matters for Further Discussion

*For Members to raise any items that may need to be discussed at a future meeting.*

**Cllr Gordon-Foxwell** raised the following 2 points on behalf of the Community Centre:

- With usage of the facility on the increase parking has become an issue and it would be useful if the Recreation Ground could occasionally be used for additional parking.
- The committee would like to be able to serve refreshments at the forthcoming Jubilee Party as a fund raiser.

With regard to the parking it was agreed that this would be possible however dates would need to be agreed in advance and responsibility for assessing the ground as being suitable for parking, and for marshalling the cars will lie with the Community Centre.

With regard to the Jubilee Party it was felt that as this was being promoted as a free event it was not suitable to use it as a fund raiser for the Community Centre.

The **Chairman** raised the following points:

- should publication of the next PC Newsletter be brought forward in order to coincide with the LDF Consultation in June; this was agreed.
- were members content that Jan Cole from the Rural Community Council of Essex attend the June meeting in order to explain the different types of community led plan, together with the opportunities raised by the new community rights in the Localism Act; this was agreed
- could members please note that when the UDC Jubilee Fund is launched it will have a deadline of 16th July 2012 for any applications
- mindful that the Heads of Terms between the Recreation Ground and the Community Centre have not been revisited since the centre was built, they are now long overdue a review.

**Cllr Gregory** agreed to take this on.

**NG**

**Cllr Redfern** reported that:

- the Citi 7 bus service had been secured until the end of March 2013
- the Jubilee Oak Tree had been delivered; it was agreed that the tree should be planted as part of the celebrations on Sunday 2nd June

**Cllr Hall** was aware that the railway station was still without a real time display.

The **Chairman** agreed to contact the station manager for an update

**JF**

A meeting had recently taken place between the Chairman, the District Councillor, UDC, Bidwells and ECC in order to discuss potential Section 106 agreements with regard to the site behind Chesterford House.

**Cllr Gordon-Foxwell** stood down from the Council and was thanked for her time and commitment during the 4 years she had served. **UDC** will be notified.

**Clerk**

**12/59. Date of Next Meeting**

The next meeting of the Parish Council is to be held on Wednesday 13th June 2012 commencing at 7.30pm in the Sports Lounge at the Community Centre

**Meeting Closed at 22.00pm**

**Signed (Chairman).....**

**Date: 13th June 2012**