

GREAT CHESTERFORD PARISH COUNCIL

*MINUTES OF A MEETING OF THE GREAT CHESTERFORD PARISH COUNCIL HELD ON
WEDNESDAY 15TH JUNE 2011 AT 7.30PM IN THE
COMMUNITY CENTRE, GREAT CHESTERFORD*

Present: Joanna Francis – Chairman
Tim Fowell
Howard Rolfe
Sorrel Gordon-Foxwell
David Hall
Sharon Tricerri
Julie Redfern – from 7.40pm

Elaine Culling – Clerk

6 members of the public

Action

All elected members have now signed a Declaration of Acceptance of Office

11/57. Apologies for Absence

Apologies were received and accepted from **Cllr Mughal**.

11/58. Declaration of Interests

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

Cllr Rolfe and **Cllr Redfern** declared themselves as District Councillors.

Cllr Hall declared a prejudicial interest in any Hall Garden matter.

The **Chairman** declared herself as Chairman of the Chesterfords Community Centre Management Committee and an interest in item **11/63. Great Chesterford Steam-Up**.

11/59. Minutes of the Last Meeting

With item **11/55** having been corrected to read Diamond rather than Golden Jubilee, as circulated, the **Chairman** signed the minutes of the meeting held on 11th May 2011 as a correct record of events.

11/60. 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.

11/69. Affordable Housing Scheme

The following points were made with regard to the proposed scheme:

1. With a proposed site already identified this must have influenced the responses made in the Rural Housing Needs Survey and therefore call into question the validity of the survey.

2. At the Annual Village Meeting the Section 106 literature made available indicated that it was possible to restrict the affordable housing in **any** housing development to people with a local connection; therefore why build on farmland outside the village development limit when there are other possible sites within the village.
3. How can Hastoe claim to be 'green' when the proposed site is located so far from the village amenities, and will the school and doctors surgeries be able to cope with new families.
4. Is there actually a **proven** need for affordable housing; any response to the survey may be based on a wish for it rather than an actual need.

In addition to these points the following questions were asked:

Q. What other sites were considered and why were they dismissed.
 A. Eight sites were originally considered, with six dismissed due to various reasons. Of the two remaining only one landowner was willing to sell.

Q. Was any part of Field Farm considered?
 A. No.

Q. Why not?
 A. Because it is not adjacent to the village development line.

Q. Why does it have to be?
 A. Because those are the rules relating to exception site housing.

11/61.Planning – New World Timber Frame

With the knowledge of a second fire in less than three years and following the recent planning refusals for B2 use, the erection/retention of metal racking and the external storage of materials, the following question was asked:

Q. How can restrictive working hours be imposed on the site and how can compliance with B1 use be speeded up?
 A. This matter is now in the hands of Planning Enforcement and as such must be left with them. However it was agreed that a letter could go from the Parish Council to New World Timber Frame to ask that they have consideration for their neighbours.

JF

It was agreed to move item 11/69. Affordable Housing forward as permitted by Standing Order No. 8

11/69. Affordable Housing Scheme

Following receipt of the Housing Needs Survey, produced by the Rural Community Council of Essex, to agree whether this document does prove a need for an affordable housing scheme to be built in the village.

Agreed.

If satisfied that there is a need, to agree whether the proposed site, adjacent to Ash Green, is the right location.

It was agreed that before a decision could be made that clarification of Section 106 should be sought.

JR/JF

If it is indeed found to be the case that the affordable housing element of **any** housing development can be restricted to people with a local connection then **Cllr Redfern** and the **Chairman** will investigate the possibility of such a development on an existing industrial site within the village, and report back at the meeting to be held in September.

JR/JF

11/61. Planning

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

UTT/1053/11/CLP. Certificate of Lawfulness for proposed single storey rear extension.

Location. 4 Haggars Close, Great Chesterford

No Comment

TF

UTT/0818/11/FUL. Erection of rear conservatory.

Location. Beorcham, London Road, Great Chesterford.

No Comment

TF

UTT/1085/11/FUL. Proposed two storey rear extension, single storey side extension and partial conversion of existing garage.

Location. 12 Rookery Close, Great Chesterford.

No Comment

TF

UTT/0896/11/FUL & UTT/0898/11/LB. Proposed demolition of outbuilding, carport and connecting garden wall. Erection of two sections of brick wall to extend existing garden wall. Erection of two pergolas.

Location. Mount Cottage, South Street, Great Chesterford.

No Comment

TF

Results

UTT/0373/11/FUL. Proposed conversion of garage to annexe and rear extension

Location. Whiteways Villa, Whiteways, Great Chesterford

Conditional Approval

UTT/0755/11/FUL. Proposed loft conversion to form a living accommodation.

Insertion of roof lights to rear and front elevation.

Location. 3 Bartholomew Close, Great Chesterford.

Conditional Approval

UTT/0563/11/FUL. Installation of air pump to rear elevation.

Location. 4 Wakefield Close, Great Chesterford.

Conditional Approval

UTT/0683/11/OP. Outline application for erection of new dwelling

Location. Field Farm, Great Chesterford

Refused - The application does not contain any supporting information to demonstrate that the proposal complies with the tests set out in Annexe A of PPS7 or the requirements of ULP Policy H12 for an agricultural workers dwelling on the site. The proposal would therefore result in a new dwelling in the countryside which would be unrelated to an agricultural need, would not need to take place there and would be detrimental to the open and rural character of the countryside contrary to PPS7 and ULP Policies S7 and H12.

UTT/0554/11/FUL. Variation of condition C.92 of UTT/0749/89 to permit use for timber panel making within class B2

Location. New World Timber Frame, London Road, Great Chesterford.

Refused - A proposed change of use to B2 (general industry) is not appropriate in this location as it results in unacceptable detrimental harm to the residential amenity of surrounding neighbouring occupiers, contrary to ULP Policies E2, GCLP1, GEN2 & GEN4 of the Uttlesford Local Plan (adopted 2005) and PPS4. The proposal has not satisfactorily demonstrated that the parking and manoeuvring of all heavy good vehicles can be contained on site and as such is contrary to ULP Policy GEN1.

UTT/0548/11/FUL. Erection/retention of metal racking

Location. New World Timber Frame, London Road, Great Chesterford.

Refused - The proposed retention/erection of metal racking is associated with a non conforming use refused under UTT/0554/11/FUL, as such it is not considered appropriate to approve in isolation. The racking forms part of the overall storage for the site (UTT/0549/11/FUL) and use and therefore is unacceptable due to the harm caused to the residential and visual amenity of surrounding neighbouring occupiers and the amenity of the locality, contrary to Policies E2, GEN4 and GEN2 of the Uttlesford Local Plan (adopted 2005).

UTT/0549/11/FUL. Variation of condition C.9.1. of UTT/0749/89 to permit the external storage of materials

Location. New World Timber Frame, London Road, Great Chesterford.

Refused - The proposed outdoor storage is associated with a non conforming use refused under UTT/0554/11/FUL as such it is not considered appropriate to approve in isolation, the storage is unacceptable due to the harm caused to the residential and visual amenity of surrounding neighbouring occupiers, contrary to Policies E2, GEN4 and GEN2 of the Uttlesford Local Plan (adopted 2005).

11/62. Finance – report circulated

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

To note the schedule of cheque payments/receipts since previous meeting.

Noted.

11/63. Great Chesterford Steam-Up – Saturday 8th October 2011

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

It was agreed to grant permission.

JF

To consider and agree any conditions

As parking during the event along the High Street has previously been raised as an issue, it was agreed to ask that cones be used to prevent this happening this year.

JF

11/64. Eco Mission Collection Bank – letter circulated

To consider whether to allow the Eco Mission collection bank to continue to be located in the car park at the Recreation Ground as agreed at the meeting held on 15th June 2010.

It was agreed to allow the Eco Mission collection bank to remain in the car park at the Recreation Ground for now.

Clerk

11/65. Recreation Ground

Flood Defences - Chairman/Clerk/Cllr Fowell to provide an update on the condition of the flood defence ditches along with the provision of some suitable signage/flood defence strips.

Nothing to report.

Clerk/TF/JF

Play Area - Cllr Gordon-Foxwell to provide an update regarding the progress of Phase 1 work.

Removal of the old equipment is due to take place on Saturday 18th.
Safe & Sound has been appointed to supply and install the new equipment.
The Picnic Bench has been ordered and a delivery date awaited.
With regard to Phase 2 work, a grant of £2,930 has recently been secured.

Multi-Sports - Cllr Gordon-Foxwell to provide an update regarding the stage 2 Lottery application for the Multi-Sports.

The Multi-Sports grant has now been approved. One of the conditions of the grant is that a launch event is held for the new facility for which up to £700 is made available. The 24th September has been pencilled in for this event.

SGF

Bowls Club/Scout Hut Leases - Cllr Hall/Clerk to provide any update regarding progress.

Some minor tweaking of the proposed leases is required at an approximate cost of £300. Confirmation that the PC, as Trustee of the Recreation Ground, is able to enter into leases is still awaited.

DH

11/66. Grass Cutting of Open Spaces

Following the decision at the previous meeting to adopt the practice of collecting the grass cuttings, to consider how best to proceed in light of the fact that our current contractor does not wish to do this.

It was agreed to obtain quotes from other grass cutting companies.

Clerk

11/67. Neighbourhood Action Panel – report circulated

With the existing Neighbourhood Action Panel set to cease, to agree whether to support its replacement, the proposed 'Neighbourhood Meetings', which will be attended by the police and open to residents of the village.

It was agreed that rather than hold the proposed 'Neighbourhood Meetings' that the police will instead be invited to attend the Annual Village Meeting, along with 2 Parish Council meetings (July and November).

SGF/Clerk

To agree whether the Parish Council should continue to lead in this matter and if not who might.

It was agreed that the Parish Council will continue to lead in this matter.

11/68. Allotment Proposal – circulated

To consider and agree the proposal to be circulated to local landowners.

It was agreed that before the proposal could be circulated it needed to have a summary sheet showing a specific set of requirements. In addition clarification was required regarding responsibilities of the Parish Council.

ST

11/70. Queens Diamond Jubilee

To agree whether the Parish Council should take the lead in organising village celebrations next year.

This was agreed with **Cllr Redfern** volunteering to form a committee. Information on how residents can get involved will be placed in the Parish Council newsletter due out at the end of the month.

JR/JF

11/71. Matters Arising/Items for Information:**1. 10/22. Community Speed Watch**

Cllr Fowell to provide any update.

A suitable training date is still awaited.

TF

In the meantime **Cllr Gordon-Foxwell** requested, at the recent NAP meeting, to have speed strips installed along the London Road in order to monitor the speed of vehicles. Accordingly we have been added to the waiting list.

Cllr Redfern asked whether additional 30mph signs could be installed along London Road in order to provide a reminder of the speed limit. **Cllr Rolfe** agreed to investigate this along with the possibility of a pedestrian crossing.

HR

2. 10/79. Matters for Further Discussion - 20mph limit

Cllr Rolfe to provide any update regarding the proposed exclusion of most of Jacksons Lane and its adjoining roads from this scheme.

It is understood that a letter is on its way from ECC stating that it now wishes to wait for the results of a trial 20mph scheme in Chelmsford. Although not happy about this, the Council will continue to lobby for a 20mph limit in the village.

HR

In the meantime a large pothole on the B184 as you leave the village heading for Saffron Walden has been reported along with the deteriorating road surface on the bends just before the Littlebury turning.

The **Clerk** asked that **Cllr Rolfe** also follow up 2 emails received, one in relation to traffic priorities where Pilgrim Close, Rookery Close and Bartholomew Close meet, the other in relation to speed limits and general road safety in the village.

HR

3. 10/153. Matters for Further Discussion – UDC Big Clean Up

The Clerk to provide an update regarding the litter, shelter and real time display issues at Chesterford station.

A meeting was held with a member of the Station Management team who informed us that Great Chesterford station has now been placed on a list for funding for a real time information screen.

A further meeting, with ECC in attendance, is planned in order to explore other improvements and possible sources of funding.

Clerk/JF

4. 11/25. Matters for Further Discussion

The Clerk/Cllr Gordon-Foxwell have both succeeded with the UDC Community Project Grant applications submitted. (Play Area/Benches/CCentre Car Park Lighting)

5. 11/36. Village Shop

Cllr Mughal/Cllr Redfern to provide any update.

There is concern regarding the lack of a formal response from the Village Shop following the recent survey but little more that can be done by the Council.

6. **11/38. Matters for Further Discussion – Crown House License Application**

Cllr Hall/the Chairman to provide an update.

Cllr Hall spoke at the recent license hearing.

The application related only to the Crown House, it did not include Chesters or its garden. Consequently although the music license was approved it only covers music played from inside the Crown House. There remains the option for them to apply for a Temporary Events Notice for the occasional outside event though.

The extension to the drinks license was refused.

Concern about traffic was dismissed by the hearing as it was felt there was not sufficient evidence.

7. **11/49. Finance**

Cllr Tricerri to report back regarding the possibility of getting a grant to finance the cost of resurfacing the tarmac play area in Pilgrim Close.

When the costs were last looked into (2005) they were in the region of £10,000.

The **Chairman** suggested that fresh quotes be obtained for consideration at the next meeting.

ST

11/72. Matters for Further Discussion

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

Cllr Gordon-Foxwell raised concern about the deteriorating condition of the empty property located in the High Street. Although it is unknown who owns it this information will be sought.

The **Clerk** stated that the Council has been asked to indicate whether it intends to sign up to a voluntary Code of Conduct if the current ethical framework is abolished as proposed by the Localism Bill. This will be considered at the July meeting.

Clerk

Cllr Hall asked that the Council confirm the appointment of the three Nominative Trustees of the Thomas Hyll and other Charities as stipulated by its governing document. This will be an item on the July agenda.

Clerk

The **Chairman** asked all members to submit any items for inclusion in the forthcoming newsletter asap.

11/73. Date of Next Meeting

The next meeting of the Parish Council will be held on Wednesday 20th July 2011 commencing at 7.30pm in the Community Centre.

Meeting Closed at 10.15pm

Signed (Chairman).....

Date: 20th July 2011