

## GREAT CHESTERFORD PARISH COUNCIL

*MINUTES OF A MEETING OF GREAT CHESTERFORD PARISH COUNCIL  
HELD ON WEDNESDAY SEPTEMBER 14TH 2016 AT 7:30PM IN THE  
COMMUNITY CENTRE, GREAT CHESTERFORD*

**Present:** Neil Gregory  
Collette Altaparmakova  
Simon Witney  
Tom Newcombe  
Alan Cattley – Clerk

Matt Rowan  
David Hall  
Julie Redfern  
Gareth Bevens

14 members of the public.

### **16/124. Apologies for Absence**

Apologies were received and accepted from Sharon Tricerri..

### **16/125. Declarations of Interest**

Cllrs. Gregory and Rowan declared themselves as parents of pupils of the school and members of the Scouts.

Cllr. Bevens declared himself as an allotment holder.

### **16/126. Minutes of the Last Meeting.**

The minutes of the meeting held on July 13<sup>th</sup> 2016 were signed as a correct record of events.

### **16/127 Public Forum**

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

Andrew Taylor spoke on behalf of the governors to explain details of the school's planning applications UTT/16/2430/FUL and UTT/16/2431/LB.

The plan was to extend and alter the building in order to increase the amount of space available for teaching. Most of the changes were internal, with a single storey extension to the left of the building. Efforts had been made to ensure that the design was in keeping with the existing building.

In response to a question about the impact on admission policy, it was stated that provision for all years except Yr4 met the required standards for 30 pupils, and there would be no increase beyond this figure. The school was constrained by limits of the outdoor space required.

A resident of Four Acres complained that the footpath from the Bellway development was being regularly blocked by parking and asked whether the PC would be able to do anything to stop this. It was suggested that an email be sent to the housing association.

A resident expressed thanks to Cllr. Redfern and the PC for their support of the objections to the Little Field planning application.

A representative of the Preschool commented that there were more applicants than places and that an oversubscription policy would be required for the new operator. It was suggested that priority should be given to local children. The existing preschool would like to continue in tandem with the new. The term nursery was preferred to preschool as stated in the agenda item.

Cllr. Redfern had attended an exhibition at UDC concerning the Local Plan.

Comments from councillors and the public included:

- There was concern that a single site would be massive.
- The working group would be naming the proposed sites in November
- It was hoped that the Highways' and technical evidence would come out against Chesterford as a site.
- Stansted was the district's largest employer and development there would be more appropriate.
- Some Walden district councillors were in favour of development at Chesterford.
- The working group will be meeting again on 11<sup>th</sup> October.
- The critical Transport Assessment is yet to come.
- If GC is "in the frame" for 5,000 houses, significant effort will be needed before the Inspector's assessment in summer 2017
- Effectively, Bidwells were suggesting that Uttlesford provide housing for employees in S.Cambs.
- The site at Elsenham was now looking unlikely; this leaves Little Easton, Boxted Wood and GC.
- GC seems to be the panacea to outsiders – do they know how little there really is here?
- Neither the Wellcome/Genome nor the proposed agribusiness site is in the S.Cambs plan therefore no consideration has been given.

#### 16/128 Planning.

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

**UTT/16/2346/HHF** Proposed demolition of existing garage block, first floor extension, new garage block and replacement of all existing windows.

**Location:** The Barn Park Road Great Chesterford CB10 1RL

**Resolved:** No Comment

**UTT/16/2430/FUL** and **UTT/16/2431/LB** General refurbishment, reconfiguration and upgrade of services including demolition of chimney stack, existing single storey extension and 2 no. single storey mono-pitched external stores and erection of 4 no. single storey extensions and new sail shade over external play area.

**Location:** Great Chesterford Primary School School Street Great Chesterford CB10 1NN

**Resolved:** Support

**UTT/16/2219/HHF** Proposed single storey extension and external flue.

**Location:** 67 Jacksons Lane Great Chesterford Saffron Walden Essex CB10 1PT

**Resolved:** No Comment

It was noted that the Bartholomew Close application had been refused. The applicants would have six months in which to appeal and the PC would consider what might be an acceptable compromise. It was noted that the site had been granted outline permission, and that the objections had been concerned with the layout and density.

It was suggested that the PC might wish to be a "Rule 6" party to the appeal or to write to the inspector.

It was not known at this stage whether UDC would offer evidence. The PC could engage highway engineers but this would be expensive.

It was commented that local residents would be able to contribute and that the large number of garage conversions on the access roads to the site was causing extra demand for onroad parking.

It was also noted that the owners of the Dabbs House site had given notice of appeal.

The likely reaction of UDC was not known at this stage and it was suggested that the PC retain a watching brief.

**16/129 Steam Up 2016**

It was resolved to grant a request to allow the Steam Up to use PC land on Horse River Green.

**16/130 Gate on PC land behind recreation ground**

As the layout of the new preschool and possible orchard was not yet known it was decided to defer a decision. However, it was important that it was known that unauthorised vehicular access was not to be gained via this route and it was decided that the allotment holders should be reminded of this.

**16/131 Preschool.**

Notes from Cllr. Altaparmakove and Elfreda Tealby-Watson had been received in which the committee had expressed a strong preference for the application from Play To Learn. These notes are appended to the minutes.

It was **resolved** to formalise acceptance of this application.

It was understood that funding was available from the DofE, but this was contingent on the lease being signed and designs prepared by the end of December.

It was suggested that the PC lease the site subject to covenants. Decisions would need to be made soon in respect of siting, service provision and access arrangements.

A meeting was to be arranged for Cllrs Altaparmakova and Gregory, Michelle Wisbey of Play To Learn and Elfreda Tealby-Watson to progress matters.

The chairman on behalf of the PC thanked all those who had helped with the tendering process and in particular Elfreda Tealby-Watson.

**16/132 UDC Land Transfer.**

*To consider and, if thought fit, to approve the form of transfer from Uttlesford District Council to the Parish Council relating to land to the east of the recreation ground which includes various covenants on the part of the Parish Council, and to authorise any two councillors to execute the transfer on behalf of the Parish Council and to agree any minor modifications to the terms of the transfer as they shall in their discretion think fit.*

It was noted that the PC would inherit the covenants made between the former landowner and UDC, and the helpful assistance of UDC was also noted.

It was **resolved** to approve the arrangements as listed above, subject to a minor change which was required to the Deed of Covenant.

**16/133 Allotment Association Lease.**

*To consider and, if thought fit, to approve the form of a lease of part of the land transferred to the Parish Council pursuant to resolution 16/110 above in favour of the Great Chesterford Allotments Association, and to authorise any two councillors to execute the lease on behalf of the Parish Council and to agree any minor modifications to the terms of the lease as they shall in their discretion think fit.*

It was **resolved** to approve the arrangements as listed above.

**16/134 Scout Hut Lease.**

*To consider and, if thought fit, to approve the form of a lease of the land known as the Scout Hut on Great Chesterford Recreation Ground in favour of 1<sup>st</sup> Essex FSE Scouts and to authorise any two councillors to execute the lease on behalf of the Parish Council and to agree any minor modifications to the terms of the lease as they shall in their discretion think fit.*

It was noted that the lease was for a ten year term at £100 p.a. with no automatic renewal.

It was **resolved** to approve the arrangements as listed above.

**16/135 Neighbourhood Plan.**

The Historic Character Land Assessment had been passed to UDC's Planning Policy Working Group (PPWG) and would be taken as part of the evidence base.

A meeting between Cllr..Rowan, Cllr.Redfern, and Cllrs.Tills and Wilkinson of Little Chesterford PC had taken place to get the process back on track.

Cllr. Redfern was to contact New World Timber to find out what progress was being made with beginning development of the Rural Exception Site in London Road

**16/136 Local Plan.**

It was suggested that detailed routes for cycle paths be made available to UDC's PPWG. Cllr. Bevens agreed to do this.

**16/137 Highways.**

It was agreed to ask the Highways Panel to investigate the options to calm traffic on Spencer Road and Rookery Close and to suggest possible sources of funding.

It was noted that a request had been forwarded to Essex Highways to clear overgrowth on B184.

It was resolved to refer the alleged breach of planning conditions by The Crocus Medical Practice to UDC for enforcement if in the opinion of the Chairman no satisfactory response to the PC's letter were received within seven days.

**16/138 Outdoor Gym.**

The application for funding to the Community Initiatives fund had passed the first stage and we had been invited to submit a full application. It was also possible that the Genome Centre would be prepared to make a contribution.

It was agreed that the preferred location would be on the existing recreation ground near the play area. The preferred supplier will be asked to map this out and make recommendations.

It was **resolved** to approve ECC CIF grant application for £20,000 and to authorise any Councillor to submit it.

**16/139 Community Orchard.**

It was decided to defer any decision on siting until after the meeting with the Preschool committee.

**16/140 Finance.**

Receipts and payments made since last meeting were noted without comment.

It was noted that the Community Centre had been requested to submit a three year plan by the end of November to allow inclusion in the 2017 budget calculations

**16/141 New Website.**

Several village groups had responded to our request for material and work was underway to include this in the site.

There would be separate diaries for multisports bookings and village events.

A separate section was planned to discharge the PC's responsibilities under the new Transparency Code.

**16/142 Matters for further discussion.**

It was suggested that the PC might like to mark the retirement of Marella Dazey as village postlady.

**16/143 Date of Next Meeting.**

The next meeting of the Parish Council is to be held on Wednesday 12<sup>th</sup> October 2016 at 7:30 in the Community Centre.

The meeting closed at 10:10pm

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

**Date: 12<sup>th</sup> October 2016**

Attached:  
Report from Preschool Subcommittee

## Notes for Councillors on the New Preschool/Childcare Provision – PC Agenda Item 16/131

### Process Following PC Item 16/109

Due to an urgent funding deadline, the application process for Expressions of Interest to build a new preschool/childcare facility in the village was brought forward and ran over the summer.

A committee was formed of:

Collette Altaparmakova - Parish Council

Neil Gregory - Parish Council

Sharon Triccerri - Parish Council

Sarah Mitchell - Headteacher, Great Chesterford C of E Primary Academy

Elfreda Tealby-Watson - Village Resident, Previously: District Councillor, School Governor and member of Community Centre Management Committee

Rachel Thackray - Preschool Vice-Chair with experience reviewing tender applications in her role at GHX Europe

Gary Benn, Project Manager at Ingleton Wood LLP advised us on the timing of the advertisement, the OJEU process (which we didn't need to follow as we are not spending public money over the minimum threshold) and has been copied in throughout the decision making process.

The committee discussed in detail and took advice as to the timing of the process and it was felt that this potential funding pot was too big to be missed. It was decided to bring the process forward to fit this deadline.

The advertisements went in the Cambridge Evening News, the Walden Local, the Herts and Essex Gazette and on the ECC Childcare website and the Pre-School Learning Alliance website. The advertisements were all live by end of the first week of August, with a closing date of 19 August. To fit in with the ECC deadline. decisions on the applications were made by 26 August.

We had two strong applications to build on the land the Parish Council has available. One from Oliver's Lodge (Alexandra Suffolk) and the other from Play to Learn (Michelle Wisbey). Both applications have been critically evaluated and a strong consensus view is that the application from Play to Learn is the one that best fulfils the evaluation criteria set out in the expression of interest document, and best meets the needs of the village. References from both applications have been followed up. All are supportive and raise no issues with the application. It is the intention that the new setting will open by September 2017.

The committee, therefore, recommend that the Parish Council lease the land to Play to Learn.

Parish Council members were given this recommendation and indicated that they were happy to work with Play to Learn, subject to agreement on a lease, to get the project rolling. This indication was passed on to ECC to support the funding application.

In order to finalise this process, I suggest that in our meeting of 14/9/2016 the Parish Council pass a resolution with wording similar to:

“Following an open application process, the Parish Council resolve to work with Play to Learn to build a new early years education facility on the land available for educational use.”

Letters must be sent to Play to Learn and to the unsuccessful applicant formally advising them of this outcome.

### Next Stages and Deadlines

There are a number of dates and deadlines that need to be met for the funding that has been applied for to build the facility:

- The outcome of the main funding application (30 Hours funding from the Department of Education) will be known by the end of September or early October.
- An application for S106 funding will be decided in mid October
- To fulfill the criteria of these funding applications, a signed lease, planning permission and building regulations consents must all be available to be seen by the Department of Education by the end of December. I have been advised by Rosemary Newell at ECC that we should aim to have the lease ready by the end of November and to facilitate applications for planning and other permissions.
- If the S106 funding application is successful, that money must be spent by the end of March 2017
- The building must be open by August 2017

We are very fortunate that Elfreda Tealby Watson has agreed to remain involved in the project.

It is intended to arrange a meeting on-site with Michelle Wisbey of Play to Learn, Elfreda Tealby Watson and Parish Councillors as soon as possible, in order to decide the exact location and access arrangements. It would be good to finalise plans for the Community Orchard and, if relevant, outdoor gym in conjunction with the decision on location. Sarah Mitchell and Andrew Taylor will also be invited to this meeting, or another time arranged to discuss interaction of the new provision with the existing primary school. Possible dates for this meeting are daytime on 22 or 29 September.

Our main challenges over the next months, such that we meet the November/December deadline are to:

- Agree the location of the building and access (including funding)
- Draw up the lease
- Facilitate the planning process (will this go to Committee?)