

# **Minutes of Clavering Parish Council Meeting Held in Clavering Village Hall on Monday 11<sup>th</sup> January 2010**

(Key to votes: P: Proposed S: Seconded F: For the proposal A: Against Ab: Abstained D.int Declared an Interest)

Present: Jon Cooke (Chair), Rebecca Stanford (Vice Chair), Nigel Cook, Mike Patmore, Eggie Abrahams, Claire Rourke, Ron Couchman, Des Abrahams, Brian Barrow, Clerk, Cllr Ray Gooding, seventeen parishioners, two children and two non-parishioners.

1. Chairman's Welcome  
The Chair welcomed those present, wishing them a Happy New Year and informed them that the Council had received the resignation of Rory Joseph over the New Year.
2. Apologies and reasons for absence  
Philip Smith – work commitment.
3. Declarations of Interest  
Eggie Abrahams – P3, Jubilee Fields, Village Hall, Roast Farm, Cricketers  
Des Abrahams - Cricketers
4. Public participation session with respect to items on the agenda and other matters that are of mutual interest  
Several parishioners read out or had their letters read out in regards to their views on what should and should not happen on Hill Green.  
The two non-parishioners, who are parents of children attending the nursery at The Chapel, voiced their views on the situation.  
A Parishioner voiced his views on the planting of daffodils; the mowing regime; the grass collection on Dick Ball Meadow and the proposed nature trail.
5. Minutes of the last meeting of the council held on 7<sup>th</sup> December 2009 Councillors agreed that the minutes were a true and accurate account of the proceeding of the meeting. One typing error was corrected. The minutes were signed by the Chair.

Due to the amount of Parishioners and children present, the Chair decided to move agenda item 12.1 to this point of the meeting. NC briefly reported about the meeting that he, RS and EA had had with Chris Stoneham from the Highways Department and read out the proposal that Highways had sent.

#### 12.1 Hill Green / The Chapel / Proposal by Cllr Couchman

The Clerk read out Cllr Couchman's proposal. P: RC; S: DA.

“ The Parish Council seeks advice from the legal department of NALC and the views of the owners, on the possibility of de-registering an area of Hill Green, 3 meters wide totalling 199 square metres, immediately to the southwest of the track (opposite the village hall). The land to be used for informal parking and turning of cars, so sited and designed as to have the minimum impact on the general right of enjoyment of the green. This would be intended primarily to ease congestion and improve safety on the main road at school times, but also to enable everyone, particularly elderly and disabled people to park near the green for the better enjoyment of this facility”

RC then spoke to those present regarding his resolution. BB requested that the vote was recorded and then voiced his views. Cllrs NC, MP, RS, CR, DA, EA voiced their comments on the proposal. The Clerk re-read the proposal and the Chair asked Councillors to vote: F: RC, DA, EA; Ag: CR, NC, MP, RS, JC, BB. The majority were against.

The Council waited for the majority of the public to leave the meeting before recommencing business.

6. Clerk's Report The Clerk asked the Council whether there were any questions regarding the report. There were none. The Clerk asked a couple of Councillors as to the status of several action points and these were answered.  
In regards to the meeting with Highways: i) P: NC; S: MP that the Council agree with the proposal set out by Highways in relation to the parking and signing issues for the area in the vicinity of the Village Hall. F: All. ii) P: NC; S: CR that the Council agree to the proposal set out by Highways for the introduction of some waiting restrictions for Stortford Road. F: All.  
**(Action Clerk)**

7. Risk Assessment Record update This was updated by NC.

8. Financial Reports

8.1. Budget Sheets – these had been circulated before the meeting. The Chair congratulated the RFO on their clarity. No comments were made.

8.2. Finalise Assets – RC stated this was ongoing.

8.3. Payments

December's Closing Book Balance £4,074.05

Bank Statement as of 24.12.09: £4,354.04

The difference between the two figures is that there are un-cashed cheques totalling £394.99 included in the book balance and not in the bank balance, and one cheque of £115.00 which was issued in October has just been cashed

Paid in: VAT repayment: £ 694.43

EALC Course refund: £ 108.00

January's Opening Book Balance £4,876.48

Cheque No	Payments to	Signed by	Net £	VAT £	Total £
1074	Clerk November Salary and expenses Inv.4	BB/DA			342.43
1075	Ron Couchman, Course refund	BB/DA			108.00

Closing Book Balance: £4,426.05

8.4. Requests – RC requested that the money budgeted for the Carol singing, which was not used this year, to be given to Clavering Care. The Chair asked for this to be a proposal for the next meeting with qualifying statements. The money donated by parishioners (£84.88) at the carol singing to go to Clavering Care. **(Action RC / BB)**

8.5. Audit Commission – A letter had been received from the Audit Commission. RFO, Chair and Clerk are to meet and reply to letter at the earliest opportunity. **(Action RC / JC / Clerk)**

9. Review of Standing Order relating to attendance by Councillors. – NC would like to propose that the standing order to be changed so that if Councillors were to miss 3 consecutive meetings or 6 meeting in any 12 month period, they could be disqualified. The Chair commented that this would need to be reviewed at the next meeting with supporting evidence.

10. Planning from UDC

10.1. Planning received:

UTT/1585/09/FUL – Kingswater, Stickling Green – No Objection

UTT/1613/09/FUL – Roast Farm, Roast Green – No Objection

UTT/1706/09/FUL & UTT/1707/09/LB – Thatched Cottage, Sheepecote Green – No Objection

10.2. Planning determined:

UTT/0862/09/FUL – Woodloes, Hill Green – **Refused** – Replacement shed/workshop

UTT/1140/09/FUL – Roast Farm, Roast Green – **W/drawn by applicant** – Erection of three bay cart lodge

UTT/1234/09/FUL – Druce Haven – **Conditional Approval** – Change of use of garage to annexe

UTT/1409/09/FUL – Land adjacent to Peacocks – **Conditional Approval** – Erection of dwelling, closure of existing access and construction of new access to serve new dwelling and Peacocks

UTT/1410/09/FUL & UTT/1411/09/LB – Old Forge Cottage, Hill Green – **Conditional Approval** – Demolition of single storey side extension an erection of single storey side extension. Internal alterations.

UTT/1426/09/FUL – Cottage View, Pelham Road – **Conditional Approval** – Erection of single storey rear extension.

10.3. Investigations

**Under Investigation:**

Wicken Road - Opened sawmill and adverts on roadside and logs for sale. Having fires and making a lot of noise

Hillside, Hill Green – Replacement dwelling not being built in accordance with approved plans – roof height higher and roof lights installed

### **Case File with Legal**

Land adjoining the Druce – Unauthorised parking

### **New Case – Waiting Investigation**

Funstons Site / Rouse Joinery – Breaches of conditions; increase in outside joinery and number of tractors on site

Willow Thatch, Middle Street – Windows replaced without consent.

- 10.4. BB requested that a tree preservation order to be put on the Peace Tree near Copt Hall, which was planted in 1995 to celebrate the 50<sup>th</sup> anniversary of the end of the Second World War. All Councillors were happy with this. MP informed that the circumference of the tree had to be checked before a request could be made. BB to check the circumference of the tree. **(Action BB / Clerk)**

### 11. Correspondence

All Correspondence was available to view before the meeting. All items will be on file.

RC requested to comment on the letter received from J. Cooper re: Clavering Nature Trail at agenda item 13.2

The Chair commented on the letter from P. Cooper re: Beating the Bounds. Clerk to contact Insurance Company and P. Cooper. **(Action Clerk)**

### 12. Accesses and Greens

- 12.1. Hill Green / The Chapel / Proposal by Cllr Couchman – see above

12.2. Cricketers – P: JC; S: NC to update Councillors in Committee. D.int: DA, EA; F: 6; Ag: 1.

- 12.3. ECC grass cutting scheme – RC explained the scheme to councillors. RC to explore the scheme and come back to council, also to write a letter for the newsletter. **(Action RC)**

### 13. PROW (Public rights of way)

- 13.1.P3 – RS informed the Council that the P3 scheme of paying for cuts had been disbanded. It has been replaced by the Headland Management Scheme. RS requested a letter to be sent to all local landowners/contractors with a copy of the Headland Management letter, which indicates that volunteer work will still be assisted. **(Action Clerk)**

- 13.2.Clavering Nature Trail –RC apologized to the Council that he hadn't made himself clear when speaking to J. Cooper and would be contacting her to clarify the situation. **(Action RC)**

### 14. Village Organisations

RS informed the Council that the Primary school is exploring a permissive path from the Fox and Hounds, along the edge of John Noble's land and through the allotments to come out opposite the school entrance.

EA informed the Council that playgroup will be moving onto the primary school premises.

JC informed the Council of the 10K Fun Run, and volunteered to write an article for the newsletter. **(Action JC)**

### 15. Allotments

MP is slowly collecting the rents.

### 16. Planting of daffodils by the Peace Oak

P: JC; S: NC that native flowers not daffodils should be planted near and around the Peace Oak, F: All. BB to speak to Mr. Rowley and Mr. Whyman re: suggestions. **(Action BB)**

### 17. Working Party for Stinging Nettles

RC informed the Council that nothing had been done about this as yet. RS said that she would confirm details on the work of Horse Pond. **(Action RC / RS)**

### 18. DVD Freedom of Information Act

MP to look for the DVD. Clerk to request another if not found. **(Action MP / Clerk)**

### 19. Storage for Council Records

RC informed the Council that he had investigated the possibility of storing the council records at the Methodist Church for a small fee. However it was felt that all the council records should be gathered and sorted, with reference to a list provided by EALC. NC informed the Council that there was a company who could copy all the paperwork onto CDs and would find out the cost. The Chair proposed that a proposal should be put forwarded at the next meeting, but in the meantime records could begin to be sorted if councillors and clerk had any spare time. **(Action ALL)**

20. Councillor Training  
RS to confirm dates at next meeting. **(Action RS)**
21. Review of result sheet of best Kept Village Competition  
Clerk to request another copy of the comments from the organisers. **(Action Clerk)**
22. Matters to be raised by members at the next meeting  
Election of new Councillor
23. Date of next Meeting: 8<sup>th</sup> February 2010 at 7.30pm

The meeting closed at 9.37pm.

Remaining public, DA and EA were requested to leave

The Council went into Committee

Chairman  
Clavering Parish Council