

Minutes of the Clavering Parish Council Meeting Held in Clavering Village Hall on Monday 13th September 2010

(Key to votes: P: Proposed S: Seconded F: For the Proposal A: Against Ab.: Abstained)

Present: Nigel Cook, Rebecca Stanford, Mike Patmore, Ron Couchman (RAC), Des Abrahams, Richard Carter (RWC), Eggie Abrahams, Jenny Allan, Brian Barrow, Jon Cooke, Philip Smith, Cllr Ray Gooding, Clerk and 6 parishioners.

1. Welcome by Chairman: The Chairman welcomed all to the September meeting.
2. Apologies and reasons for absence: All present.
3. Declarations of Interest on agenda items (existence and nature)

Ron Couchman – (Pres. Int. / organiser) – Eggie’s Bench
Des Abrahams – (Pers. Int. / on committee) – Jubilee Field, Village Hall; (Pred. Int.) – Cricketers; (Pers. Int. /daughter is a neighbour) – UTT/1517/10/FUL
Eggie Abrahams – (Pers. Int. / on committee) – Jubilee Field, Village Hall; (Pred. Int.) - Cricketers
Richard Carter – (Pers. Int. / Chairman of Cricket Club) – The Chapel; (Pers. Int. / Grass cutter) – Hill Green Track
Philip Smith – (Pers. Int. / on committee) – Jubilee Field, Village Hall; (Pers. Int. / family friend) – UTT/1517/10/FUL
4. Public participation session with respect to items on the agenda and other matter that are of mutual interest

A parishioner informed the Council that he had a response from the Audit Commission and asked whether the Council had answered the Commissions’ recommendations. The Clerk responded that she was aware of the contents of the letter but as the 2009/10 accounts had not yet been signed off; the Council had not received the final report from the Audit Commission. A parishioner’s children asked, one: whether the council had looked into the skate park situation. RS responded that she was looking into Youth Shelters and JC said he would visit Newport to enquire about youth forums; and two: reported that a circular bench in Jubilee Field had been upturned and broken and could it be mended. NC responded that the JF Committee would be notified.
Cllr Gooding informed the Council that a template for Youth forums could be obtained from the County Council. Also that although Clavering fits into the right category for 30mph speed restrictions, everything is on hold as the Highways Department is waiting for money.
A parishioner asked the council to consider holding the Christmas Carols on Hill Green and not at Blacksmith’s Corner. She would be happy to approach the Cricket Club and donate a Christmas tree for the occasion. NC responded that it would be discussed under item 22.
5. Minutes of the last meeting of the council held on 12th July 2010

RAC and RWC requested an addition to the end of item 8.3 “*which shows a lease hold title; however RWC remarked again that this was superceded by the 1965 Commons Act*”, otherwise councillors agreed that the minutes were a true and accurate account of the proceeding of the meeting. The minutes and additional wording were signed by the Chairman.
6. Clerk’s Report: This had already been circulated.
MP had written a draft letter for the cutting of the hedges at Colehills Bridge. The Council agreed its contents and requested the Clerk to send it out for quotations.
7. Risk Assessment Record Update: Updated by MP regarding Colehills Bridge hedges. RS updated the book regarding Elmstreet Lane.
8. Financial Reports
- 8.1. Monthly Budget Sheets – Receipts and Payments/Bank reconciliation: These had been not been circulated before the meeting, a mistake by the Clerk, copies to be sent out first thing in the morning.
RAC reported that a mistake had been made on the annual return; this had been corrected, signed by the Chair and Clerk and returned to the Audit Commission.

RAC reported back on easements and suggested that a summary should be published in the newsletter; the Chair requested that a summary draft should be produced for discussion at the next meeting.

- 8.2. Asset Register / Eggie's bench – RAC reported that four parishioners had wanted to donate a bench to replace the broken one at Colehills Bridge, and as there had been a Community Development Event for Cllr E. Abrahams thought it apt to present it to him and call it Eggie's Bench. RAC asked whether the Council would give permission for it to be installed at Colehills Bridge and whether the Council would adopt it.

P: MP that the Council adopts the said bench, for it to be added to the asset register, insured and placed on the concrete pad at Colehills Bridge. S: JC; F: 9; Dec. Int. 2

- 8.3. Requests of payments

P: RS that the Council pays £220.00 towards invoice 1423 (The Cricketers) for the cost of refreshments at the Community Development Event held on 14th August 2010 under *Local Government misc. provisions Act 76 s.19*. S: NC; F:10; Ab:1. EA thanked MP for organising the event.

- 8.4. Payments (**Action Clerk**)

July's Closing Book Balance: £2,464.31

Uncashed cheques: £25.00

Bank Balance as of 23.8.10: £2,489.31

Cheque No	Payments to	Signed by	Net £	VAT £	Total £
1116	Amanda Wenham Inv. 11			4.76	447.84
1117	Acumen Wages Services Inv. 8098		17.50	3.06	20.56
1118	Audit Commission Inv. 4032863		135.00	23.63	158.63
1119	Mark Gilbertson Inv. 10050				350.00
1120	Uttlesford Association of Local Councils				25.00
1121	Amanda Wenham Inv. 12				347.12
1122	Acumen Wages Services Inv. 8164		17.50	3.06	20.56
1123	The Cricketers Inv. 1423				220.00

Closing Book Balance: £874.60

P: NC that the above payments are to be made. S: MP; F: 11.

- 8.7. Review of Clerk's salary and pension – RS and JA will meet the Clerk on Wednesday 22nd September to discuss her appraisal.

9. Planning from UDC

- 9.1. Planning received: (**Action Clerk**)

UTT/1322/10/CLE – Daisy Cottage, Wicken Road – Council felt that it was not in a position to comment on the application..

UTT/1502/10/FUL – The Wagon, Roast Green – No objections other than the historical letter box needs to be retained.

UTT/1517/10/FUL – 1 Barlee Close – (PS left the room) No objections (PS returned)

- 9.2. Planning determined:

UTT/0822/10/FUL - Pleasant View Hill Green - **Conditional Approval** - Two storey side and single storey rear extensions

UTT/0864/10/FUL - Guild House Church End - **Conditional Approval** - Erection of car port.

UTT/0932/10/FUL - Land adjacent Peacocks - **Conditional Approval** - Erection of a single garage and store.

UTT/0987/10/FUL - Former Clavering Methodist Church - **W/drawn by applicant** Conversion and extension of former Methodist Church to form dwelling. The erection of a detached garage and the change of use of agricultural land to form garden land.

UTT/0964/10/FUL - Wickham Cottage - **Conditional Approval** - First floor side extension

- 9.3. Investigations

New Cases:

Ash Tree Market Garden Honey Lane - New mobile home has been sited on the land

which is being used for residential purposes, possibly by a relative of the owner (on site damaged mobile home that was removed beyond.....

Clavering Lakes? - Lodge is supposed to be somewhere for fishermen to get out of the elements and have something to eat with kitchen facilities for them to be able to heat something up. It appears to be operating as an A3 unit. Planning permission has not been granted for the decking area

Under Investigation:

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

Funstons site/Rouse Joinery - Breaches of conditions: increase in outside joinery and number of tractors on site

Land adjacent to Peacocks, Arkesden Road - Breach of conditions - Non erection of fencing and obscured glazing not installed at rear elevation

Hill Green Farm - Contravention of conditions

Investigations closed:

Saphal, Wicken Road, - Gates and piers erected over 6' without planning permission. Agreed by the planning and legal department that this matter is not expedient to pursue. File closed.

Cllr Gooding leaves the meeting.

10. **Correspondence:** All correspondence was available to view before the meeting.
The Chairman proposed that MP and EA arranged to meet Mr. Davey to discuss his letter regarding Hill Green Track.
Copies of the Solicitors' letter regarding the Chapel and the history of chapel to be circulated to all councillors and to be discussed at next meeting.
High Speed Broadband survey completed by councillors and details of parish survey requested.
Best Kept Village results and comments were read out; will be published in the newsletter.
Congratulations letter to Langley.
Council agreed that the Clerk could attend the Law and Procedures course and Election Day course. RS requested details on Chairman's Day I course.
11. **Accesses and Greens**
 - 11.1. Cricketers – P: NC that this continues to be discussed in committee. S: MP; F: 8; A:1; Ab:2
 - 11.2. The Chapel – to be discussed at the next meeting.
12. **PROW** (Public rights of way): PROW has reported Elmstreet Lane to ECC.
13. **Village Organisations:** MP reported that the Bowls Club had won a Division II Championship. EA reported that the Village Hall had been painted inside.
14. **Allotments:** MP gave the Clerk £6.50 of allotment rent. RBS tree surgery would donate chippings to the allotments; delivery would be on 14th September. P: RAC that the allotment rent for the forthcoming year should remain at £6.50. S: DA; F: 9; Ab.: 2. RAC commented that MP had been looking after the allotment for a number of years and should be thanked for his commitment. The Council thanked MP.
15. **Newsletter Distribution:** JA reported that she had reduced the newsletter delivery by post from 350 to 218; however felt that this could be reduced even more if parishioners answered her request. A reminder to go into the newsletter. Thank you letter to be sent to Maureen Eveleigh at Intercounty for the time spent over the years distributing the newsletter.
16. **AED (Defibrillator):** NC brought this to the attention of the Council, who were happy for NC to investigate the possibility of having one in the village.
17. **Update on Jo Jacks Farm:** Although nothing officially has been received by the Council, BB read out a response received by a parishioner. BB expressed his thanks to EA for calling this into committee.
18. **Update on Skeins Way telephone box:** RAC reported that the contract had been returned by BT.

19. Update on fencing (or not) around village pumps: DA estimated that it would cost £300.00 for each pump to be fenced. It was questioned whether it would make the pumps more visible. NC asked RAC to include the estimates within the budget when the next precept came in, to see if it would be viable.
20. Update on 30mph sign (VAS Stortford Road)
RAC reported that he and DA had meet with Highways, who would be putting a sensory device on Stortford Road once the children returned to school. He commented that CLr Gooding had covered the 30mph limit. RAC informed the Council that UDC would probably be introducing a highways panel to deal with local issues. NC requested all councillors to report any signs that had been damaged at the next meeting
21. Organise Litter Picking Day: RS to organise, date of Sunday 7th November at 10am meeting at Village Hall to be advertised.
22. Organise Christmas Carols: P: JC that the Christmas Carols should be held on Hill Green; requesting permission from the Village Hall Committee to use the car park, and the Cricket Club to use the pavilion and keeping the Christmas tree at Blacksmith's Corner. S: JA; F: 7; A: 3; Ab.: 1. EA gave his permission for the use of the car park. RWC would approach the Cricket Club. Possible dates 21st, 22nd or 23rd December, depending on the Walden Buskers. Clerk to contact Buskers. JA and RS to risk assess. Refreshments to be discussed at next meeting.
23. Matters to be raised by members for the next agenda:
Highways – state of roads (BB)
Pond clearing (RAC)
Youth Council/Skate park (JC)
24. Date of next Meeting: 11th October 2010 at 7.30pm

The meeting closed at 9.30pm.

Chairman
Clavering Parish Council