

MINUTES OF CLAVERING PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY 7 APRIL 2008

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

1 PRESENT: Chairman Edward Oliver, Vice Chairman Richard Carter, Brian Barrow, Philip Smith, Edgar Abrahams, Ron Couchman, Des Abrahams, Nigel Cook, Mike Patmore, together with 10 members of the public, and the Chairman of the Standards Board Committee, Mr Shaun Brady. Apologies were received from Rebecca Stanford and Jon Cooke.

2 DECLARATION OF INTERESTS:

Edgar Abrahams: Prejudicial interest in UTT 0284, Brices Farm, as related to a business operator there.
Prejudicial interest in Grasscutting tenders, as related to one contractor.
Prejudicial interest in P3 update, as receiving funds, and footpaths as a landowner.
Prejudicial interest in the Cricketers Access as a friend of the owner.
Interest declared in matters concerning CVH and JF as the Chairman of both organisations.
Prejudicial interest in request for payment by the Council to join EPFA as Chairman of JF.

Des Abrahams: Prejudicial interest in UTT 0284, Brices Farm, as related to a business operator there.
Prejudicial interest in matters relating to JF funds.

Philip Smith: Prejudicial interest in UTT 0365 as related to the applicant.
Prejudicial interest in UTT 0284 as a friend of the applicant.

Edward Oliver: Prejudicial interest in request for payment by the Council to join EPFA as a JF Trustee.

3 PUBLIC QUESTIONS

Malcolm Smither said he wished to object to the allocation of Council funds to a Hospice charity, and that it would be more appropriate for any spare funds to be given to local clubs and amenities.
Gerald Whyman asked for the Website to be updated with recent minutes.
Simon Cooke asked again what the cost of the UDC Hearing had been, and the Chairman said his and Mrs Cooke's comments were noted. Mrs Gill made some suggestions for the car parking in the Dick Ball Meadow.

4 MINUTES: The Minutes of the meeting of 3 March 2008 were approved and signed. Ron Couchman said he believed his extra proposal for a Standing Order regarding complaints procedures should have been included as the Council had agreed it, but at least two councillors said they had not ever seen the proposal, and the Chairman confirmed it had not been circulated for consideration before the meeting and should not yet be included in the draft. (It was noted that all changes to Standing Orders must be proposed and seconded and then left to the following meeting before being voted on, and this had not been done.) Ron Couchman then proposed this now be voted on, seconded by Philip Smith, and requested names be recorded. In favour: Ron Couchman and Philip Smith. Against: Edward Oliver, Richard Carter, Nigel Cook, Mike Patmore, Brian Barrow. Abstained: Des Abrahams and Edgar Abrahams. The vote was therefore not carried.

Richard Carter noted that the item at 16(a) had been carried out by the adjacent resident.
Edgar Abrahams requested his prejudicial interest in The Cricketers matter under Declarations of Interest be recorded as 'the owner had bought all four of them a half pint'.

5 MATTERS ARISING:

- a. Parish land adj. Cricketers – the land was not yet cleared of rubbish.
- b. Parish Notice Board for village events – Ron Couchman to investigate costs before further action.
- c. Marker posts at Sticking Green – being processed.

6 FINANCE

The Financial Budgets were circulated.
Grasscutting quotes / DBM hedge quotes; Mike Patmore confirmed the grasscutting quote had been given to MG Maintenance, and the hedgecutting to James Balaam.
RFO Edward Oliver reported that the £1129 electoral costs invoice would be treated as an unbudgeted item.
Donation to St. Clare Hospice: The Chairman said their accounts were insufficient and to ask for more details.
A letter had been received from the Jubilee Field secretary, Mrs Denchfield, requesting if the Council would pay to join EPFA: Ron Couchman proposed the Council pay this,(S: PS). The vote was 2 in favour, 3 against, and was not carried. (D.Int. ECA, EO and DA left the meeting).
EALC had confirmed that all Councils would now receive a 15% discount from AON on Council insurance.

The following invoices were agreed to be paid:

| | | | |
|------------------|---|--------|--------|
| Harts Stationery | Cartridges & labels, copies | 47.08 | 000922 |
| Harts Stationery | NL printing | 72.20 | 000923 |
| EALC | Subscription | 282.14 | 000924 |
| CVH | Hire of Hall Jan, Feb Mar 08 | 42.00 | 000925 |
| Stamps via Clerk | 1 st & 2 nd cl & Lge stamps | 19.52 | 000926 |

| | | | |
|-----------------|-----------------------------|---------|----------|
| Cerk's salary | 6 months | 2137.50 | 000927 |
| A Hickman Ptns | Payroll fee | 30.00 | 000928 |
| John Banks | Seats repairs & painting | 155.14 | - 000929 |
| <u>Receipt:</u> | Castle Group donation to NL | 5.00 | - |

7 PLANNING:

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|-----------------|---|
| UTT 0545 | Talks, Ash Tree Market Gardens. Application to retain use of mobile home. Appeal pending. |
| UTT 2196 | Rouse, Clavering Gate. Single storey rear extension. (PS, ECA & DA left the room). Approved. |
| UTT 2200 | Rouse, Clavering Gate. Riding area/ménage: Refused. |
| UTT 2199 | D Clarke, Woodloes, Hill Green. Single storey rear extension. Approved. |
| UTT 0107 | Eisdell, Tudor Cottage, Middle St. Single storey garden room. Approved. |
| UTT 0147 | Benbow, 10 Colehills Close. First floor rear extension. Approved. |
| UTT 0191 | Wingham, Allington House. Rear extension. Approved. |
| UTT 0159 | BF Contracts; Barlee Close. 7 new houses. Refused. |
| UTT 0165 | Webb Investments: New house on land adj. Clavering Mills. Refused. |
| UTT 0186 | Bell, Hillside, Hill Green. Replacement dwelling and garage. Approved. |
| UTT 0112 | Clare, Danceys, Middle St. Replacement windows etc. Approved. |
| UTT 0243 | Baker, Barnsford, Further Ford End. 4 bay cart lodge and store. No news. |
| UTT 0157 | Smith, Further Ford End House. Variation of Condition C.90C re windows. No news. |
| TPO 0251/08/TCA | Application by Danceys Middle St. to remove Acacia adj. to 1 High St. |
| UTT 0284 | Brices Yard, Butts Green Rebuilding following fire. No objections. (ECA, DA, PS left the meeting). |
| UTT 0452 | North, Clatterbury House. Internal alterations. No objections. |
| UTT 0360 | Kealey, Monks Cottage, Stickling Gn. Alterations. No objections. |
| UTT 0306 | Channer, The Maples, Stickling Green. Demolition/erection of garage. No objections. |
| UTT 0365 | P Smith, 1 Colehills Close. 2 storey side extrn. No objections (D.Int: Phil Smith left the meeting/). |
| UTT 0282 | Brash, Home Farmhouse. Internal alterations. No objections. |

Planning breaches:

- a. Barn and lake at Starlings Green: Under review by UDC.
- b. Parking at The Druce: Now logged in as ENF.253.05.
- c. Jojacks Farm: Under review.
- d. TPO Tree in Sidestream woodland: No news on the trench being filled in.
- e. UTT 1708/05, The Wheelhouse; Had been inspected but no information obtained. To be undertaken again.
- f. ENF.18.08 Fox & Hounds: Container in the car park; UDC requested removal by the owner. No further information.
- g. ENF 23.08B Coaches parking near barns on farm track at Stickling Green. Ron Couchman objected to this being mentioned under planning in the Newsletter; Brian Barrow said it had been put in in good faith.

8 HIGHWAYS

Brian Barrow updated the Council on Highways response that 3 minor matters would now be processed, and that all other work was on hold pending the review. The Planned Parish Visit was likely to be in September, and councillors and public were asked to report any items for inclusion.

He requested as Highways Rep. to see copies of letters sent by any Speed Limits Committee before they are sent, or any Committee under the auspices of the Council for Highways matters, and also to be informed of all replies or of any proposed actions by Highways. He also confirmed that there were no letters or notes available written by himself on Highways actions available to the Speeds Limit Committee as his work was usually by phone or email (Highways confirm that they prefer correspondence to be by email) Edgar Abrahams also said he held no paperwork from the time he was Highways Rep.

Brian Barrow also confirmed that he was responsible for passing files of older correspondence to Ron Couchman, and that this had been offered and was available. Philip Smith confirmed to Ron Couchman that he had passed on the Clerk's email advising the files were available; the Clerk's letter had confirmed that 3 years' files had been searched for Highways letters and collated for the Speed Limits Committee. The chicanes drawings were requested to be returned. Ron Couchman said he was preparing a file of speed limits work to be passed to the Council.

9 P3 Scheme & Footpaths:

Awaiting Rebecca Stanford's return; the Clerk advised that the claim to ECC for the past season had been sent in.

10 Committees and Sub-Committees - Richard Carter read a summary of the basis of Committees vis-à-vis Delegated Matters, and the Council confirmed again that no letters should be written on private paper by Committees if in the name of the Council. A copy of the summary was available to all councillors.

11 PARISH PLAN Two members of the Steering Committee had been given permission to speak and ask the Council

to confirm that various sections of the Plan would be done by the Council. The four items were confirmed by the Councillors involved.

12 ACCESSES & GREENS:

a. The Cricketers access – The resolution to go into Committee as previously was reconfirmed as this continues to be a possible legal dispute. (P: EO, Sec: RWC, F: All).

13 CORRESPONDENCE

The list had been circulated and correspondence was in the file to be read.
Mrs A Coleman – Dick Ball Meadow letter. Colehills Resident – Dog nuisances (a note to be put in the Newsletter).
Mrs Speller – fallen tree branch, removed by Richard Carter. Request for documents to be put in the shop. No action.
Essex Police - meeting on 3 April. The Chairman had confirmed, but had been unable to attend.
Mr & Mrs Downham: Request to spread spare earth on the Green at The Views. Not dealt with.
Mr Peter Smith – apologies re continuing planning applications following UDC advice.
Mr S Cooke – request for microphone. Edgar Abrahams said CVH was investigating a loop hearing system.
Highways, Cllr Hume – response to requests, dealt with under Highways. Highways – Planned Parish Visit.
Green Issues Convention. Wessex Biodiversity information. ECC – Essex Saver ticket (busses).
Cllr Ray Gooding – availability of maps etc. and confirmation that only ECC or relevant letters copies required.
Best Kept Village Competition – no volunteer to complete the application forms.
Community Project Grant Schemes – Deadline 25 Apl. Passed to Edgar Abrahams for CVH & JF use.
UDC – Confirmation of the new Conservation Areas.
Subject Access Data request from Mr A Tomlinson – being processed under guidance of Information Commissioners.
Ron Couchman requested a copy of a letter exhibited at the History Exhibition and details were requested.
Complaints letters received from members of the public: The Chairman instructed that these should be acknowledged, and that no further responses were to be given other than that their comments were noted.

14 Petition Received – no action.

15 VILLAGE ORGANISATIONS:

De-registration of part of VG54, village hall car park area. CVH had suggested that they would attempt to de-register this when the new legal powers were confirmed in 2009-10.

16 RISK ASSESSMENT – Following the confirmation of reinstatement of Clause 12 by CVH, the Council confirmed that no amendments for this were needed in the Council's Risk Assessment document, and it was agreed it could now be retyped and issued.

17 ALLOTMENTS A request for an allotment from an Albury resident was agreed as there were enough spare.

18 STANDING ORDERS See item under Minutes. A list of final anomalies and amendments had been circulated, and the Chairman went through these and they were approved (Prop: EO, Sec: RWC, F: All). To be re-drafted and voted on or adopted at the next meeting.

19 Complaints against the Chairman and Council In view of the confidential nature of the business to be transacted it was deemed advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw at the end of the meeting when the Council went into Committee. (P: EO, S: RWC; F: All). Ron Couchman said he wanted complaints against himself to be dealt with in public, but the Chairman advised that would be a matter for the Standards Board.

20 SPEED LIMITS COMMITTEE - No report. Pamphlets for 'Commitment to 30mph' were noted.

21 ANY OTHER BUSINESS

1. Nigel Cook asked why there were no Enforcements updates; the Chairman said there were changes at UDC.
2. Brian Barrow said the footpath map at the bus shelter had dropped due to tape disintegrating, and he would fix this.
3. Nigel Cook reported that during the Annual Parish Meeting he was falsely accused of an action by a parishioner. He requested it to be minuted that the parishioner concerned had written to him to apologise for this.
4. Brian Barrow reminded the two councillors who were making the posts for Stickling Green that they were still awaited.
5. Edgar Abrahams said there had been no green waste lorry on 29 Feb. He will speak to UDC.
6. It was agreed to put the APM in the Parish News as well as the Newsletter.
7. The Clerk confirmed that the Council's Deeds were still being held at home as originals were still needed, but that Harts had almost completed the photocopying of back-up copies.
8. The Chairman reported that the External Auditors had changed, under the Audit Commission, and that this year's Audit would be due shortly.
9. The Clerk confirmed that due to the large amount of extra paperwork in processing complaints, Standing Orders

programme problems, Data processing formalities, Risk Assessment documentation, reports and Parish Plan work etc., that all outstanding matters could not be completed instantly but would be done as soon as possible.

10. All the councillors said that the recent History Exhibition run by Jacky Cooper and her team had been excellent, and extremely well organised. There had been a huge amount of interesting material on display, which must have taken a great deal of work to produce for the village, and they congratulated her on her success.

- 17 DATE OF NEXT MEETING Monday, 12 May 2008. There being no other business, the meeting went into Committee.

MEETING IN COMMITTEE on 7 April 2008 TO DISCUSS THE CRICKETERS ACCESS

It was agreed to write again to the owner setting a deadline for a final response.

MEETING IN COMMITTEE on 7 April 2008 TO DISCUSS COMPLAINTS

Complaints matters were delegated to the Chairman and a Committee consisting of the Vice-Chairman, the former Chairman, and Cllr Mike Patmore to deal with.

Further, following a long discussion over the problems which had been ongoing in recent months, the following resolution was put to the meeting for a formal vote:

'That this Council resolves that following recent problems, all members will now stop all accusations, arguments and dissention, and will put all their efforts into working together for the good of the village as they were elected to do'.

Proposed: Mike Patmore. Seconded: Brian Barrow. Votes in favour: 7. Abstained: 2.