

# MINUTES OF CLAVERING ANNUAL PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY 7 JULY 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, Jon Cooke and Rebecca Stanford, and 6 parishioners.
- 2 **DECLARATION OF INTERESTS:**  
Edgar Abrahams: Prejudicial interest in P3 financial matters, as receiving funds.  
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 UTT 1044, Brice's Farm.  
Prejudicial interest in UTT 0994, Barlee Close, as close relatives live there.  
Des Abrahams: Jubilee Field matters as member of Committee.  
Prejudicial interest in UTT 1044, Brice's Farm.  
Prejudicial interest in UTT 0994, Barlee Close, as close relatives live there.  
Rebecca Stanford: Prejudicial Interest in UTT 1044, Brice's Farm, as using businesses there.  
Ron Couchman: Personal interest in SSE matters as a member.  
Phil Smith: Prejudicial interest in UTT 1044, Brice's Farm. Barrier on The Bridges green as related to the resident.  
Edward Oliver: Personal interest in grasscutting Lower Hill Green regime.
- 3 **PUBLIC QUESTIONS**  
Mrs Gill updated the Council on the Parish Plan progress, and reported that RCCE had given a further £350 to support the Plan. She requested that the Parish Council join RCCE.  
Mrs Cooper asked the Council to support the SSE objections to the second runway at Stansted, including holding a public meeting to get parishioners' views. She was advised that if 6 parishioners requested this, it would be held.  
Mr Murdoch requested his proposals be considered regarding Lower Hill Green; the Chairman said this would be dealt with later.  
Mrs Louise Oliver gave details of the Wildflowers Group proposals for cutting, including the results of surveys and investigations, and requested that a yearly blanket cut only be carried out in future. She had given a petition to the Council also, signed by some residents, and stressed the requirements of various environmental authorities and of the Essex Biodiversity Group regarding management, and asked that the Council abide by these suggestions.  
Mrs Brown supported this. Mrs Jewitt said that certain Hill Green residents had not been asked for their views.
- 4 **MINUTES:** The Minutes of the meeting of 2 June 2008 were approved and signed. Ron Couchman disputed the agreed amendments to the 'Background' section of the report by the Speed Limits Committee; the Council thought this was correct and agreed to bring the notes to the next meeting. Agreed to substitute 'Jon Cooke' for Ron Couchman as the author. Ron Couchman also disputed the wording of Item 21, but this was confirmed as correct.
- 5 **MATTERS ARISING:**  
a Parish Notice Board for village events – Ron Couchman had still not obtained any costs but said this would be done.  
b Marker posts at Stickling Green – Brian Barrow confirmed these were now in place, and was thanked for his work, together with Richard Carter. The adjacent owner had queried by phone why these were put in.  
c Christian Centre layby – no further updates from Highways.  
d Druce footbridge: The Environment Agency still had to finalise painting and clearing the river bed.  
e Village Tour – still to be arranged.  
f Red Phone Box – objections to closure had been sent in to BT.  
g Bridges Green – removal of barrier done (PS left the room). Richard Carter will remove the dead tree.
- 6 **ACCESSES & GREENS:**  
The Cricketers Access: The resolution to go into Committee was reconfirmed. (P:EO, Sec: RWC, F: All.)  
Mr Mark Iley, Biodiversity Officer, read out his summary regarding the management of Lower Hill Green.  
Mr Murdoch – letters detailing his proposals for cutting and management regime were in the file.  
  
Richard Carter said sightlines for safety were important, also that the rank vegetation/nettles should be sprayed as necessary to control it, and that parishioners cutting outside their houses was valuable and should continue. He queried the Risk Assessment situation, and the Clerk said the insurance covered both parishioners and councillors working on public land and greens.  
Brian Barrow said there should be the same scheme for overall management of parish land, consistent with

ensuring these looked well-cared for throughout the village. Rebecca Stanford confirmed a similar view. Ron Couchman said householders should be allowed to cut in front of their houses, and supported Mr Murdoch. Edward Oliver said wildflower conservation was paramount and no other regime should interfere with this. (He declared a personal interest but said that he was permitted to put his views and vote). Jon Cooke said a middle ground should be found, to stop the present unsightly situation which was not acceptable. Des Abrahams said that the grass should be cut any suitable time. Mike Patmore pointed out that the previous regimes of either short cutting or only once a year had made no appreciable difference to the survival of the Scarlet Malachite Beetle, which still thrived here, nor to the regular appearance of many species of orchids or flowers, and that sensible cutting would be unlikely to change this. Phil Smith agreed with Mike Patmore that the patchiness needed sorting, and that a blanket cut should be carried out to get the green looking reasonable.

It was then agreed by all that a blanket cut of Lower Hill Green should be carried out by the end of July to ensure it looked reasonable for this season, and that the Council would refer to Mr Iley for the Biodiversity Group's views on future maintenance. It was also agreed that the sightline for residents whose driveways exit onto the B1038 at the lower end of the green could be cut by them regularly for safety

## 7 FINANCE

The Financial Budgets were circulated, together with the list of invoices for payment.

Year End Accounts: The Chairman/RFO read out the statements made in the Audit return, and the councillors agreed these. The Audit return was signed by the Clerk.

Reimbursement of FOI processing costs – Ron Couchman proposed this should be done in Committee; (P:RC, S.E.O, F.All) as specified in the Standing Orders.

Invoices to be paid:

C W Abrahams & Sons	Replacement for 000939 (destroyed by recipient in error)	1367.70	203.70	000952
Ridgeons via M Patmore	Allotments (tap & Gate items)	9.52	1.42	000953
CVH	Hire of hall, May & June	28.00	-	000954
Stamps via B Barrow	July/Aug Newsletter	27.00	-	000955
Harts Copying via B Barrow	June Newsletter	49.40	-	000956
Stationery via Clerk	Stamps & Copy paper	23.02	0.52	000957
MG Garden Maintenance	Grasscutting x 2	210.00	-	000958
RCCE	Subscription	55.00	-	000959
Ridgeons via M Patmore	Allotment maintenance items	109.21	16.26	000960
Clerk salary	Freedom of Information Act, processing case	622.63	-	000961
Refund of Election Costs from UDC		(25.26)	-	-
PROW Purchase Order confirmed		3412.44		

## 8 PLANNING:

Appeal:	UTT 0545 Talks, Ash Tree Market Gardens. To be dealt with by written representations.
Appeal:	Funstons re using their site for new/used Machinery and Tractor storage and sales.
Appeal:	UTT 0159 BF Contracts. Appeal against the refusal for 7 houses at Barlee Close.
UTT 0243	Baker, Barnsford, Further Ford End. 4 bay cart lodge and store. Refused.
UTT 0306	Channer, The Maples, Stickling Green. Demolition/erection of garage. No news.
UTT 0365	P Smith, 1 Colehills Close. 2 storey side extrn. No news.
UTT 0667	Farthings, Arkesden Rd. First floor extrn. Approved.
UTT 0661	The Moat House, Mill Lane. Alterations. No objections.
UTT 0625	Hill Cottage, Middle St. Replacement Garage – Approved.
UTT 0882	Roast Farm Barn, Roast Green. Conversion of outbuildings. No objections. (ECA & RS left the room).
UTT 0802	Brooklyn, Stortford Rd. Extensions. Refused.
UTT 0994	B F Contracts, Barlee Close. A further application for 6 houses. Agreed this was a better plan than the first, with better access, but not ideal. Agreed to raise no objections, and to ask for a range of different finishes to walls and roof to blend in better with the rural environment. (ECA, DA left the room)
UTT 0960	Camlea, Arkesden Rd. Amended loft design to UTT 1655, following complaints that building now exceeded the permission. Councillors agreed that permissions must be adhered to, and height and privacy aspects had been one of the original objections, and to ask UDC to insist on compliance.
UTT 1044	Brice's Farm – rebuilding. Amendments to UTT 0284. No objections. (ECA, DA RS PS left the room)
UTT 1118	Eisdell, Tudor Cottage, Middle St. Rooflight in rear extension. No objections.

### Planning breaches:

It was agreed that the Clerk should check the current status of all outstanding matters, and request some progress.

- Barn and lake at Starlings Green: Under review by UDC.
- Parking at The Druce: 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. The Clerk had written again and spoken to the Enforcement Officer regarding the disparity in recent decisions, and putting the Council's request for further action.
  - g. ENF 23.08B Coaches parking near barns on farm track at Stickling Green. Inspected and dismissed.
  - h. High Elms, Stickling Green. Awaiting Chairman and Vice Chairman to inspect their use of the Green.
  - l The Cottage, Stickling Green. Following a complaint, had been investigated and no breaches found.
- Enforcement Procedures: The Chairman and Brian Barrow had attended a Planning Workshop on the new systems and officers, and reported that this now covered a wider workload, with teams led by John Mitchell and Michael Perry.

9 HIGHWAYS

The Clerk had reported the problems at the Ford and Watery Stones again. Ron Couchman had written letters to various authorities with Council letterheading for the Chairman to sign, but was reminded he could only draft letters for the full Council to approve and the Clerk should send.  
Highways had written (via our MP) to confirm their previous letters stating that speed limits would be re-assessed once their Review had been finalised. Three minor items were under way.

10 P3 Scheme & Footpaths: Rebecca Stanford updated the Council. The volunteer meeting is being arranged.

11 ACCESSES & GREENS:

a. The Cricketers access – The resolution to go into Committee was reconfirmed. (P: EO, Sec: RWC, F: All).

12 CORRESPONDENCE The list had been circulated and all correspondence was in the file to read; see list for details.  
Highways – PROW Work Programme for 2008/9.  
Local Council Clerks Conference. Summary on removing illegal Advertising and Agents Boards. ECC – New planning application forms. Community Initiatives Fund (no requests). FOI Workshop, Sept. 08 – Agreed the Clerk could attend if wished. BAA Stansted information and CD.

12 VILLAGE ORGANISATIONS No reports.

13 STORAGE OF COUNCIL DOCUMENTS: Agreed to get prices of safes.

14 RISK ASSESSMENT – Awaiting final draft, incorporating changes made. Computer back-up being bought. Valuation of Colehills footbridge and The Druce footbridge to be left until adopted.

15 ALLOTMENTS The new water supply had been laid, with thanks to residents who helped and also cut the spare land.

16 SPEED LIMITS COMMITTEE - Amended report awaited.

17 ANY OTHER BUSINESS

Ron Couchman requested copies of FOI documents and was reminded again to contact the Clerk to read them.  
Ron Couchman said the shop minutes were missing; the Chairman agreed to provide them.  
Ron Couchman and Phil Smith had attended a meeting of Uttlesford Assoc. of Local Councils although the Council had previously voted not to subscribe to this, and wished to follow this up on various topics.  
Agreed to write to a Stickling Green resident reminding them that permission must be requested for skips on the Green.  
Richard Carter agreed to list the work which needed doing to the trees on Hill Green and any others.

18 DATE OF NEXT MEETING Monday, 4 August 2008. The meeting then went into Committee.

MEETING IN COMMITTEE on 12 May 2008 TO DISCUSS THE CRICKETERS ACCESS

There had been no response to requests, and the Council voted that formal action must regretfully now be instigated. (P: JC P:RS, F:8, Ab: 1, Ag:1. ECA left the room).

Meeting in committee on 12 May 2008 to decide on reimbursement of FOI costs

The significant extra hours worked by the Clerk and Councillors on processing this matter in accordance with FOI requirements and the law had been recorded under their instructions, and were noted. It was proposed that the Clerk be reimbursed at the standard hourly rate and this was agreed (P: EO, S: RWC: F: 7, Ag: 3, Ab:1).

There being no other business, the meeting was closed.

CHAIRMAN