

MINUTES OF CLAVERING PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY 3 NOVEMBER 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, Nigel Cook, Des Abrahams, Mike Patmore, Rebecca Stanford, Jon Cooke, Philip Smith, Edgar Abrahams, Ron Couchman and 4 public.

2 DECLARATION OF INTERESTS:

Edgar Abrahams: Prejudicial interest in P3 financial matters, as receiving funds. CVH & JF as Chairman of those organisations.
Prejudicial interest in the Cricketers Access as a friend of the owner.
Prejudicial interest in UTT 1698, Roast Farm, as adjacent neighbour.
Prejudicial interest in UTT 0243, Baker, Barnsford Further Ford End, Appeal lodged.

Edward Oliver: Personal interest in grasscutting arrangements for Lower Hill Green.

Des Abrahams: Interest as member of JF Committee.

Rebecca Stanford: Prejudicial interest in UTT 1698 as a friend.

Ron Couchman: Prejudicial interest in UTT 1154 Appeal by Webb Investments as a neighbour.

Jon Cooke: Prejudicial interest in UTT 1698 as a friend of the applicant.

3 MINUTES: The Minutes of the meeting of 6 October were approved and signed.

4 MATTERS ARISING:

- a Christian Centre layby – no further updates.
- b Druce footbridge: Awaiting documentation from the Environment Agency.
- c Emergency Plan – To be referred to the North Community Forum.
- d Christmas arrangements – Des Abrahams could not source or put up the tree any more; Mike Patmore kindly agreed to do this. Phil Smith said he would set up the electric lights as usual. Carol-singing date: 22 December.
- e BT Telephone Box – After further requests from parishioners, it was agreed to adopt the Skeins Way box if the costs to the village were as outlined, and it could stay on UDC land (to be checked). Mrs Cooper offered to be Warden, with offers from parishioners to help. Ron Couchman said he would assist in maintenance and painting. Richard Carter said the Council must cover Risk Assessment and Insurance.
- f Microphone – again stated that confidential discussions could be heard outside the hall; it was confirmed it would be turned off except during full open sessions of the meeting.

5 FINANCE

The Financial Budgets were circulated, together with the list of invoices for payment. Noted that the new Security System (Norton) for the Council computer was an annual charge. Noted that the Freedom of Information Act Registration Scheme at £25 was an annual charge. New NALC Salary Scales were received which were backdated to April 2008.

The Precept was due to be finalised in January; preliminary proposals requested by the RFO.

Invoices to be paid: all approved:

Ridgeons (via M Patmore)	Concrete for Allotments gate	9.52	1.42	000980
Printing & Postage (via B Barrow)	Newsletter costs	76.40	7.35	000981
CVH hire	Oct hire & P3 Volunteers meeting	25.50	-	000982
Norton Symantec Security	Computer security system	39.99	5.22	000983
Postage (via Clerk)	Recorded deliveries/Cricketers case	23.90	-	000984
Stationery	Cartridge & copy paper	16.44	2.45	000985

Receipts:

Newsletter donation	Clavering Landscape History Group	5.00		
Refund of part of Election costs from UDC in July		25.26		
EDF Energy	Wayleave payments	226.14		

Tree Quotations for Hill Green: 2 quotes had been received; it was agreed to accept the lower of these from Treetops at £285.00 + VAT. (P: RWC, S: MP, F:All).

Horse Pond: Rebecca Stanford to advise further names. Richard Carter read the advice proposing how the work could be done.

6 PLANNING:

Appeal: UTT 0545 Talks, Ash Tree Market Gardens. To be dealt with by written representations.

- UTT 1239 Moore, 16 Pelham Rd. New porch. Approved.
- UTT 1326 Johnson, May Cottage, Starlings Green. Rear and side extensions. Approved.
- UTT 1404 Keeble Bradford, Camlea. Alterations to UTT 1655 to increase dormer windows. Approved.
- UTT 1510 Hollybury, Valance Rd. Extensions. No objections. (PS & ECA left the meeting).

UTT 1317 Abrahams, Agricultural land to garden land. Approved.
UTT 1478 Bushnell, 21 Colehills Close. Extensions. No objections.
UTT 1554 Peacocks, Arkesden Rd. Update noted from the Planning Officer, and request from the agent (following Land Registry confirmation that the Council owned the land) that they would submit proposals for one joint access.
Appeal lodged: UTT 1154 Webb Investments, new house. Objections stand. (RC left the room)
Appeal lodged: UTT 0243, Baker, Barnsford, Further Ford End. Objections stand (ECA left the room)
UTT 1698 Zanella, Roast Farm Barn. Internal and external alterations. (JC, RS, ECA left the room).

Planning breaches:

It had been agreed that the Council contact the Officers again, and write strongly requesting action (P:EO, S: RWC, F: 6, A: 3).

- a. Barn and lake at Starlings Green: Under review by UDC.
- b. 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. ENF.18.08 Fox & Hounds: Container in the car park. Awaiting further clarification.
- f. High Elms grasscutting; No news.

7 HIGHWAYS

Overhanging hedges obscuring signs in the High Street – requests sent to owners. Brian Barrow reported that Highways had done the PPV work. Eggie Abrahams requested a weight restriction at Watery Stones.

8 CORRESPONDENCE The list had been circulated and all correspondence was in the file to read before the meeting.

Essex Tree Initiative – The Chairman to ask Mrs Cooper for her ideas.

Agenda: Mrs Cooper asked if this could be put on the website.

Mr Smither, Mr Gough & Mr Tomlinson – requests to reinstate public speaking.

Mrs Brown, Mrs Cooper, Mrs Davis, Mrs Rochford – requests to adopt the redundant phone box.

The Chairman went through the Correspondence; some items were not dealt with and were held over to December.

Ron Couchman raised a letter by Simon Cooke which had been sent to councillors but not to the Clerk. The Council ruled that it must stick to deadlines for all parishioners equally, and as it was not in the Correspondence file it could not be discussed this month. The remainder of the correspondence and brochures (32 items) was as listed and in the file.

9 ACCESSES AND GREENS

a. The Cricketers access – The resolution to go into Committee was reconfirmed (P:EO, Sec: RWC, F: 10, A: 1).

b. Lower Hill Green: Letters from Mr Murdoch and Mr & Mrs Tee: postponed to December.

10 P3 SCHEME AND FOOTPATHS Rebecca Stanford gave details of the recent Volunteers' meeting. A list of work had

been sent in to ECC. FP42 obstructions had gone through as reported. It was noted a tree on a Bridleway needed removing by the landowner. FP 22 & 23 were in poor condition. All volunteers were to get a definitive map, and waymark paths and check stiles as necessary. The closure procedures were going ahead for Byways 50 and 63. Eggie Abrahams reported the Roman Road was impassable.

11 VILLAGE ORGANISATIONS

CVH had sent in the reinstated Clause 12 paperwork to be added as a formal Memorandum on the original Title Deeds held by the Council as landowner; to be checked. Postponed to December.

12 ALLOTMENTS :

Essex Tree Initiative: Mike Patmore suggested the allotment area might benefit from further trees; Rebecca Stanford to supply details. The RFO said he held no records of deposits over the years, (the Clerk confirmed the same), and it was agreed that councillors could refer to the Allotments Book if necessary.

The new gate had been set up halfway down the lower access track, with a post so that cars could not drive in without arranging this first, although pedestrian access was unaffected. Mike was thanked for doing the work.

13 SPEED LIMITS COMMITTEE - Ron Couchman complained he had not received a copy of Cllr Hume's letter and

threatened legal action; Brian Barrow confirmed it had been available at the last meeting but not taken and a copy was again offered but was requested by post. There had been no further Committee meetings. A public meeting of the Community Speedwatch Scheme run privately by Ron Couchman, Jon Cooke and Phil Smith was reported.

14 THE CONDUCT OF COUNCIL BUSINESS BY EMAIL

Ron Couchman complained that some councillors worked by email, which he did not have. He cited an email sent by the Chairman on an urgent matter. The Chairman confirmed he could send queries or

instructions to the Clerk or Vice Chairman or councillors whenever he required, and vice versa. (Phil Smith had previously said he would pass general emails to him, and the Chairman would to Edgar and Des Abrahams). The Clerk would copy general information by post as soon as convenient.

- 15 FOI SCHEME - The current scheme now received from Simon Cooke. Copy given to Ron Couchman. No further discussion of Ron Couchman's proposals. The Commissioners will require a new scheme after January 2009. The Clerk provided the ICO checklist and a copy of the Registration Scheme done by the Chairman and Clerk; these were not discussed. Ron Couchman read out Simon Cooke's letter regarding signature; it was confirmed this did not mean the scheme had been sent in by the Council. The matter was closed.

16 PUBLIC SPEAKING

A special resolution signed by R Couchman and four councillors requesting that the public speaking slot be reinstated. Two additional conditions were agreed (P: RS, S: RWC, F: 9, A: 2):

* That the subject being raised is relevant, that is to say the parishioner is referring to a matter considered by the Parish Council in the last three months only, or drawing a new issue to the attention of the Council. It is to be noted that parishioners do not have the right to question Minutes of past meetings when they have been signed off by councillors and Chairman.

* That, if in the opinion of the Parish Council (to be determined by a majority vote), this system is abused, that is to say referring to matters no longer relevant to the business of the Council and in any event older than three months, the right of all parishioners to speak at Council meetings will be suspended for a minimum of six months.

17 BAA SECOND RUNWAY AT STANSTED

Ron Couchman was to attend the meeting at Stansted on 10 November and report back to the Council.

18 ANY OTHER BUSINESS

- 1 Stickling Green Trees – Richard Carter had inspected; permission had been agreed for the owners of Kingswater to lop their trees, and he would inspect the sycamore near Endways Cottage.
- 2 The Clerk pointed out that the meeting had already lasted 3 hours.
- 3 The Risk Assessment Record was updated by Richard Carter.
- 4 Ron Couchman requested that the Clerk's contract be considered, to review the Job Description, salary and hours of work, and requested copies of the current documents be circulated.

- 19 DATE OF NEXT MEETING Monday, 1 December 2008. The meeting then went into Committee.

MEETING IN COMMITTEE on 3 November TO DISCUSS THE CRICKETERS ACCESS

It was confirmed at a site meeting that a settlement had been agreed, to be confirmed by the solicitors to the Council's solicitors. It was agreed that this was accepted (P:EO, S: NC, F: 6, A: 2, Abs. 1). (ECA and DA left the room).

MEETING IN COMMITTEE on 1 September 2008 to discuss OXLEYS CLOSE

The process for the part-sale of the house was ongoing but not yet finalised.

There being no other business, the meeting was closed.