

Minutes of Clavering Parish Council Meeting

Held in Clavering Village Hall on Monday 7th September 2009

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

Present: Rebecca Stanford (Vice Chair), Eggie Abrahams, Mike Patmore, Nigel Cook, Brian Barrow, Claire Rourke, Philip Smith, Ron Couchman, Rory Joseph, 4 Parishioners, 1 child and (in part) an EDF advisor.

1. Apologies for Absence:- Jon Cooke, Des Abrahams.
2. Declarations of Interest:-
Eggie Abrahams – P3, Jubilee Fields, Village Hall
Philip Smith – Jubilee Field, Village Hall
3. Public Questions:-
 - i. Could a note go into the newsletter regarding the dog fouling around the village especially at Blacksmith's corner? NC responded that it would be placed in the newsletter. **(Action NC)**
 - ii. What was the £600 for solicitors spent on? Has the Council an answer? RS responded that the Council would sort it out. **(Action RS/JC)**
 - iii. Could the Council provide the Youth of the village with skateboarding/biking facilities? RS suggested that the council when visiting EALC would investigate funding for a youth council, who could then look at a voice for ideas from the local youth, and also suggested approaching Jubilee Field Committee. **(Action RS/Clerk)**
 - iv. Clarification of access across Hill Green and curtilage of the Chapel. RS responded that this would be covered in point 10 on the agenda.
4. Minutes of Meeting:- The minutes of the meeting on Monday 6th August were agreed with the addition (at point 7 Finance) "Brian Barrow was asked by the Chairman to write a letter regarding the transfer to the bank and Philip Smith was to sign it" in the minute book and was then signed.
5. Matters Arising:- In regards to Horse Pond, RS explained that Rebecca Banks from the Essex Biodiversity Project had been to see the pond and had sent recommendations to its management. RS explained that a working party would be needed to do the work; the main cost being the managing of trees on the far side. It was noted that these trees belonged to Mr. Hitchcock and a letter should be sent asking him to remove the lower branches. The Clerk to send a copy of the letter from Rebecca Banks to all Councillors. **(Action Clerk)**
6. Risk Assessment Record update:- None
7. Finance:-
 - i. Nat West Account: The Parish Council voted that as of 7th September 2009 the following Councillors will be signatories of the Clavering Parish Council Natwest Account: Jon Cooke, Rebecca Stanford, Eggie Abrahams, Mike Patmore, Nigel Cook, Brian Barrow, Claire Rourke, Philip Smith, Ron Couchman, Rory Joseph: that Ron Couchman (the RFO) will receive all bank statements of the said account: that Edward Oliver and Carol Wilkinson are to be removed as signatories of the said account. P: RS; S: NC; F:9 (Des Abrahams was absent from the meeting) **(Action Clerk)**
 - ii. RC reported that the Council has been given an extension until the end of September for the Audit of Annual Return. RC handed out the Financial Report and explained it to the committee. In future the financial report will be sent out with the agenda. **(Action RFO)**
 - iii. P: RC; S: MC; F:9 To transfer £1,500.00 from the deposit account to the current account. That the Clerk in conjunction with the RFO will write a letter regarding transfers of money on behalf of the council. **(Action RFO/Clerk)**
 - iv. A letter of apology for the bouncing of cheque due to insufficient funds in the current account to be sent to Clavering Parochial Church Committee (+ cheque) **(Action Clerk)**
 - v. To Mr. C.W. Abrahams & Sons, a letter of apology for the bouncing of cheque due to insufficient funds in the current account and asking for confirmation whether cheque (no. 1033 for £1338.60 dated 10th July) has cleared their accounts before another cheque is issued. **(Action Clerk)**

- vi. The Clerk was asked organise how she would like to be paid and by whom. A. Hickman and partners have been used before, but was also advised to ask EALC. It was agreed that she would be paid on October 1st for work since July 6th. **(Action Clerk)**
- vii. RC would like the Council to look through the fixed assets at the next meeting. **(Action All)**
- viii. A retrospective agreement P: RC; S: RJ that Mr. Balaam was paid £2,287.79 on May 11th 2009, cheque no. 1025.

Cheques/Requests:- (Cheques 1039, 1040, 1041, 1042, 1043, 1044,1045,1046 have been cancelled)

- i. Paul Abrahams Landscapes (Invoice:3878) £115.00 Chq No: 1048
- ii. Amanda Wenham (Clerk) Stationery expenses £15.61 Chq No: 1049
- iii. CPRE(pa) £55 P: RS All agreed Chq No: 1050
- iv. Clavering Village Hall £15.50 (July) and £15.50 (August) Chq No: 1047
- v. Jackie Cooper £125 for repairing and boxing book “Titular Barony of Clavering” P: RC; S: RJ F: 8 Ab: 1 subject to the Parish Council having ownership of the book. Letter to be sent with cheque. **(Action Clerk)** Chq No: 1051
- vi. Tim Gingell (Invoice: 67) £325 (Jubilee Field Comm.) Chq No: 1052
- vii. Clavering Parochial Church Council £600.00 Chq No: 1053
- viii. To prune two white beam trees (at own expense) in front of Willow House **(Action: BB and MP to investigate)**
- ix. To remove dead tree at Colehills Close. **(Action BB and MP to investigate)**
- x. Could the grass on Hill Green be cut once this autumn by contractors? The Council commented that they were not prepared to take this onboard.
- xi. By EDF to trim trees back from the high voltage power cables above Simon’s Wood and along the edge of Jubilee Field. P: PS; S: RJ F: 9 to allow EDF to do the proposed work. A letter to be sent to the Jubilee Field Committee. **(Action Clerk)**

8. Planning Received

- i. UTT/0895/09/FUL The Views, Hill Green No Objection
- ii. UTT/1035/09/LB Clavering Hall No objection
- iii. UTT/1096/09/FUL Clavering Hall No Objection
- iv. Land to north side of Stickling Green – RS read out letter and BB explained the history on this case. He also read out the draft letter, the Council agreed to the letter subject to a slight alteration and agreed that it could be sent. **(Action BB/ Clerk)**
- v. Plot adjoining “Peacocks” Arkesden Road, ref: UTT/1554/08 – RS read out letter regarding that the owners, following completion of their purchase, will be implementing the planning permission and installing new access permitted by the planning permission, claiming that the land is owned by the highways. The Council agreed that a letter should be sent to Stanley Tee (cc. Highways) stating that that they dispute that fact and confirming the earlier agreement that the access could be moved but not widened. RC to find the registration number of the land in question. **(Action Clerk)**

Planning Determined

- i. UTT/0664/09/FUL Mill End House, Mill Lane Conditional Approval of Erection of cart lodge with home gym and store
- ii. UTT/0722/09/FUL Roast Farm, Roast Green Refused erection of three bay cart lodge and garden store
- iii. UTT/0725/09/LB Clavering Mills, Mill End Unconditional Approval of replacement windows and new door
- iv. UTT/0726/09/FUL Clavering Mills, Mill End Unconditional Approval of application for retention of rail fence, entrance gates and close boarded fence

Uttlesford Planning Complaints

- i. Ashtree Market Garden, Starlings Green, Clavering: Possible concrete crushing, splitting wood and garden waste dumping and licen
- ii. Funstans Site/Rouse Joinery Arkesden Road, Clavering: Breaches of conditions; increase in outside joinery and number of tractors on site
- iii. Toad Hall, Starlings Green: Revamping drive and digging up part of green.

Applications for works to trees subject to a Preservation Order

- i. UTT/1074/09/TPO (TPO 1/77) Mr. Stansfield, 10 Saville Close. To reduce growth on southern side of Horse Chestnut to match northern side to balance tree. Crown thin on south side and crown lift if required to 3m.

(Action Clerk)

- i. A chasing letter to TPO in regards to the Horse Chestnut tree to the right of the Cricket Pavilion. There is a large limb in a dangerous condition.
- ii. A letter to Planning in regards to the Clavering Lakes

9. Correspondence:- The list had been circulated and all correspondence was available to read before the meeting

- i. Robertson Security and Safety Consultancy – Clavering Fete: Safety Issue - PS
- ii. Reply letter from Sir Alan Haselhurst ref: speed limits - Clerk
- iii. Essex County Council ref: speed limits - RC
- iv. Uttlesford County Council ref: Recent change to the Licensing Act 2003 - EA
- v. Uttlesford District Council ref: Application for a grant of licence in respect of premises known as Clavering Lakes
- vi. Local Wildlife Sites – help with conservation projects – Stickling Green – write back in regards to Horse Pond **(Action RS)**
- vii. Stop Stansted Expansion ref: Stansted airport noise action plan - RC
- viii. Volunteer Centre, Uttlesford – Report and Financial Statements 2008-09
- ix. Rural Services Network & Action for Market Towns plan joint conference
- x. Alzheimer’s Society – display enclosed posters - NC
- xi. Glasdon – latest products for local councils
- xii. Making the links – an Essex parish partnership – email to BB and RJ **(Action Clerk)**
- xiii. From EALC
 - a. The “Making the Links” Annual Partnership Event – 23rd September
 - b. Health and Safety Course – 6th November
 - c. Law and Procedures Course – 20th October
 - d. Buckingham Palace Garden Party Awards
 - e. Briefing Report (13th August ’09)
 - f. County Update
- xiv. Uttlesford Strategic Housing Land Availability Assessment
- xv. More Powers to Parish and Town Councils: Including Local Councils in the Sustainable Communities Act
- xvi. Magazine – Park Leisure .com
- xvii. Magazine – Fieldwork - BB

10. Accesses and Greens:-

- a. RS read out three letters regarding Hill green – parking of cars along main road, parking of cars outside the Chapel. NC commented that in August minutes JC and another Councillor were to visit the owners of the Chapel. RS responded that they had tried but a meeting had been declined by the owners. It was agreed a letter should be sent to the Chapel in regards of reminding them to remind parents that they were able to park in the village car park; that they have no planning permission for vehicle access just pedestrian access to the chapel; and that the Council had rights and responsibilities to the Green. **(Action Clerk)**
- b. A letter to be sent to the highways regarding double yellow lines along Hill Green especially by access roads. Clerk to search for application for signs for the Chapel. **(Action Clerk)**
- c. Parking on Lower Hill Green, next to Views (D.int RS) Check whether the standard letter regarding Greens had been sent. **(Action Clerk)**
- d. Richard Carter will be undertaking a village tour of all parish land by vehicle, either on the first or second Sunday in October. Councillors to advise RS on their availability. **(Action All)**

11. Footpaths & P3:-

- a. RS has had a couple of queries regarding cross field paths that have not been reinstated. She has replied that farmers have 2 weeks to rectify this.

- b. EA informed the council that there are 100plus horses and riders riding the bridleways in Clavering shortly. He also commented that it was the ECC who was responsible for the bridleways and not the local farmers.
 - c. RS to investigate the Green Lane Scheme in respect of Deers Green **(Action RS)**
12. Village Organisations:- EA reported that although the Village floor had been redone the committee were not happy so the company was returning to rectify the problem.
13. Allotments:-
- a. MP has had a request from a Saffron Walden resident for an allotment. The council were happy to oblige.
 - b. P: NC; S: BB F: 7 (D.int MP and PS) New rents which are due on 1st October were set at £6.50.
14. Village website/minutes:- The Clerk informed the Council that Michael Perry, Monitoring Officer at UDC had noticed that there had been no minutes on the website since March. The Clerk was advised that when the August minutes had been amended and as they were signed they could be sent to Peter Upsom. The signed and amended minutes to be placed in the minute book, on the council notice board and in the file at the post office.
15. Parking – The Druce:- MP updated the Council that one car blocked the road so the bin lorry was unable to go along the Druce. A letter to be sent to the Environmental Services asking why they have stopped waste collection along the Druce. A letter to be sent to Mr. Donahue acknowledging that the council are investigating the situation. **(Action Clerk)**
16. Any Other Business:-
- a. MP – Tiles have been replaced on bus shelter; Barlee Close site will begin 1st/2nd week October, they are donating chain link fence to the allotments.
 - b. NC – newsletter – will include the dog fowling and a piece on the right of way for pedestrians along pavements and with regret that cars had been damaged while parked on pavements. **(Action NC)**
 - c. EA – disappointed with the Parish Council by doing nothing for the village. Also that the Chair and Vice Chair should go and visit to sort out problems rather than sending letters. Has a concern about the youngsters in the village.
 - d. RC – agreed with EA regarding the youngsters. Perhaps the Clerk could explore about grants for skateboarding/biking? **(Action Clerk)**
 - e. BB – hedge at Pond Cottage, can't walk past it. **(Action JC/RS)**
20. Date of next meeting: Monday 5th October at 7.30pm

The meeting ended at 9.50pm

Chairman
Clavering Parish Council