

Minutes of the Clavering Parish Council Meeting Held in Clavering Village Hall on Monday 11th October 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, Jon Cooke, Philip Smith, Clerk and 4 parishioners.

1. Welcome by Chairman: The Chairman read out the following statement “I have received a number of calls this month, and I believe other councillors have as well, relating to a planning enforcement issue. The callers have generally asked why the Parish Council has reported the case. I must stress that the PC has not made any report, and that our only involvement is that we have received notification of the matter. The case itself is a matter of public record. I have further heard that two parishioners have reported the business. The parishioners named have called me as well, concerned and upset about these allegations, which are untrue. Councillors and the public should be aware that making such statements is slanderous and that they may be called upon to justify such allegations. Further allegations are also untrue: the business has been given 3 weeks from 4th October to answer some queries from the Enforcement Officer, who will assess the case based on these replies. Again this is a matter of public record. Can I request that such rumours be corrected, in the interest of all parties concerned, and remind councillors that they will be bringing the Council into disrepute by encouraging such tales.
2. Apologies and reasons for absence: Brian Barrow /other commitment. Apology was accepted by the Council.
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; (Pers. Int. / family) – possible work on hedges at Colehills Bridge; (Pred. Int.) – Cricketers
 Eggie Abrahams – (Pers. Int. / on committee) – Jubilee Field, Village Hall; (Pers. Int. / Receiver) – Eggie’s bench; (Pers. Int. / family) – possible work on hedges at Colehills Bridge; (Pred. Int.) - Cricketers
 Richard Carter – (Pers. Int. / Chairman of Cricket Club) – The Chapel, Hill Green Track, Draft Easement Letter; (Pers. Int. / neighbour) – Horse Chestnut Tree at Church End
 Philip Smith – (Pers. Int. / on committee) – Jubilee Field, Village Hall
 Jon Cooke – (Pers. Int. / wife on committee) – Skate Park
4. Public participation session with respect to items on the agenda and other matter that are of mutual interest
 A parishioner introduced himself as the new owner of The Chapel, Hill Green.
 A parishioner queried the purchasing of the salt bin for Skein’s Way and also invited the Council to the next Speed Watch Committee meeting.
 Mrs Carter asked the Chairman for the following to be minuted. He agreed. “Mrs Carter strongly refuted the fact that she or any member of her family had anything to do with reporting the village business to the Enforcement Officer; that the village business knows that her family has nothing to do with it; that she is slowly finding out who started the rumours, and would be approaching her solicitors to find out what could be done.
5. Minutes of the last meeting of the Council held on 13th September 2010
 The Council agreed that in future when reporting new and ongoing investigative enforcement cases only the ENF number, the date received and the title would be included in the minutes; otherwise councillors agreed that the minutes were a true and accurate account of the proceeding of the meeting. The minutes were signed by the Chairman.
6. Clerk’s Report: This had already been circulated.
 Councillors updated the Council on ongoing items and those that had been completed.
7. Community Governance Review: The Clerk updated the Council on this subject.
8. Risk Assessment Record Update: Updated by MP regarding Hill Green Track.
9. Financial Reports

- 9.1. Monthly Budget Sheets – Receipts and Payments/Bank reconciliation: RAC reported that after a discussion with JA the layout of the financial sheets would change from next month. RAC handed out the draft budget sheets for the Council to consider for the next meeting. The Council agreed that the RFO could change the Internal Auditor. RAC took the Council through two draft easement letters. Each was discussed and views were expressed. P: RWC that there is no entry in the Parish Council’s newsletter regarding easement over village greens. S: MP; F: 6; A.: 1; Ab.: 3.
- 9.2. Financial Record Report – JA would report on this at the next meeting. JA commented that she would look at the VAT return document before it was sent.
- 9.3. Insurance / Eggie’s bench – The Council agreed that the bench would not be insured as an individual item.
- 9.4. Clerk’s Review – (Clerk left the room / RS took minutes) 2 points up (EA) All in favour. (Clerk returned to the room).
- 9.5. Sealed quotations for work on hedges at Colehills Bridge – 3 quotes received. P: JC that the Council accepts the quote from P&M Landscapes. S: RWC; F: 6; A.: 2; Ab.: 2.
- 9.6. Request for work on TPO T1: Horse Chestnut tree by Church End. The Council agreed that the Clerk should contact Mr. Smeeden.
- 9.7. Maintenance of War Memorial / PC notice board – RAC to obtain quotes for cost of repair to war memorial. RS will look into grants for both.
- 9.8. Requests of payments - None
- 9.9. Payments (**Action Clerk**)

September’s Closing Book Balance: £ 874.60
Paid in: 15th Sept – Allotment Rent: £ 6.50

Uncashed cheques: £ 391.12
Bank Balance as of 23.9.10: £1,272,22

October’s opening balance: £ 881.10

(Due to a mistake of the precept being paid into the deposit account again rather than the current account; a letter was written (30.09.2010) to NatWest signed by RS and BB to transfer the money into the current account. Chair, Vice Chair, RFO and Clerk were aware of this)

Precept transferred 04/10: £5,450.00
Amount available now: £6,331.10

Cheque No	Payments to	Signed by	Net £	VAT £	Total £
1124	Amanda Wenham Inv. 13	RS/DA		2.74	383.58
1125	Acumen Wages Services Inv. 8197	RS/DA	17.50	3.06	20.56
1126	Sacombs Ash Trees Inv.3120	RS/DA			175.00
1127	Mark Gilbertson Inv. 10051	RS/DA			300.00
1128	County Building Services In. 10/14	RS/DA			380.00
1129	Clavering Jubilee Field (Tim Gingell Inv. 68)	RS/DA			250.00

Closing Book Balance: £4,821.96

P: NC that the above payments are to be made. S: PS; F: 10.

10. Planning from UDC

10.1. Planning received: (**Action Clerk**)

UTT/1583/10/REN – Site adjacent Danceys, Middle Street – No Objections

UTT/1739/10/FUL – Hope Cottage, Arkesden Road – No Objections

10.2. Planning determined:

UTT/1322/10/CLE – Daisy Cottage, Wicken Road – **Approve Cert Lawful** – certificate of lawfulness for construction and use of detached double garage.

10.3. Investigations – No notifications from UDC this month

11. Correspondence: All correspondence was available to view before the meeting.

12. Accesses and Greens

- 12.1. Cricketers – P: NC that this continues to be discussed in committee. S: MP; F: 7; A:1; Ab:2
- 12.2. The Chapel – Discussions took place and views of Councillors were expressed. P: RAC that the Parish Council gives a deed of easement confirming the prescriptive right of way over the existing track to the Chapel, Hill Green; employing a solicitor to draw up the deed, whose legal fees will be passed onto the owners of The Chapel, Hill Green. S: RWC; F: 7; Ab.: 3.
- 12.3. North side of Stickling Green – Clerk read out the letter from Weld and Beavan Solicitors. The Council discussed the situation and agreed that a letter of query should be sent to Land Registry regarding accuracy of their map and a holding letter should be sent to the solicitor explaining the situation.
13. PROW (Public rights of way): Nothing to report.
14. Village Organisations: RWC reported and explained about the latest meeting of the Haynes Barlee Charity Committee.
15. Allotments: MP commented that 1st October was the beginning of the new season, and as of yet no rent payments had been received.
16. Newsletter Distribution: JA requested that this was deferred until the next meeting. This was agreed.
17. AED (Defibrillator): Investigations are ongoing.
18. Update on Salt Bin / Flood sand bags: Letter was read out from Highways regarding new policy of salt bins. The Council discussed and agreed that it would be interested in the trial. Sandbags deferred to next meeting.
19. Organise Christmas Carols - refreshments: RS to liaise with parishioners.
20. Highways:
 20.1. Reports on damaged road signs – HGV signs at Watery Stones and at Pelham Gate (Deers Green/Starlings Green); Bend sign at Pond Manor, Deers Green.
 20.2. Reports of thefts of manhole covers along Curles Hill, which has been reported. Railing at Colehills Bridge has still not been mended.
21. Pond Clearing: RAC will report at the next meeting
22. Youth Council / Skate Park: JC updated the Council and would give his findings to the Playground Committee. JC reported that he had done nothing as yet regarding the Youth Club, but will be speaking to the Newport Parish Clerk and will write an article for the Council's Newsletter.
23. Approve calendar of meetings for the next calendar year: The Council agreed to continue their meetings on the second Monday of the month. Booked: 10th January 2011
 To book: 14th February; 14th March; 11th April; 5th May – Elections; 9th May – Annual Parish Meeting; 23rd May – Annual Parish Council Meeting; 13th June; 11th July; 28th August - Recess?; 12th September; 10th October; 14th November; 12th December; 9th January 2012
24. Matters to be raised by members for the next agenda:
 Encroachment of Greens
25. Date of next Meeting: 8th November 2010 at 7.30pm

The meeting closed at 9.52pm.

Chairman
 Clavering Parish Council