

## Minutes of the Clavering Parish Council meeting held on Monday 11<sup>th</sup> July 2016 at 7.30pm in the Clavering Village Hall

Present – Cllrs S. Gill (Chairman), R. Carter, M. Patmore, R. Clayton, C. Smith, L. Williams, R. Couchman, B. Barrow & Kevin Money (Clerk)  
Also present 3 Parishioners and 2 observers

### 1. Chairman welcome

The Chairman welcomed everyone to the meeting and informed the Councillors that two applicants for the Clerk/RFO position were present. A parishioner asked if he could speak later in the meeting once he had heard the report of the ECC Highways Meeting with Councillors and Parishioners and if a question arose. The Chairman responded this could happen with the agreement of the council.

2. **Apologies for absence** were received from, prior to the meeting, Cllrs R. Stanford, DC E. Oliver and ECC R. Gooding

### 3. Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-pecuniary interests relating to items on the agenda

Cllr B. Barrow declared a non-pecuniary interest in the planning application of Lantern Thatch

### 4. Public Participation Session

The Chairman invited questions and observations from members of the public present. A maximum time of 15 minutes will be allowed. There were no questions from the public

### 5. To approve the Minutes of the last meeting of Clavering Parish Council

To receive and agree the minutes of the last meeting held on Monday 13<sup>th</sup>. June 2016  
Cllr R. Carter proposed and Cllr L. Williams seconded that the minutes are a true and accurate record of the meeting. **F6 Ab2 Ag0**

### 6. Clerks report

Model NALC Standing Orders had been circulated by the Clerk and Councillors agreed that the Chairman should present a draft document at the September meeting. A recording equipment quotation has been sourced and other options are being explored.

**Freedom of information Act** - The Clerk advised Councillors that 5 hours of work was undertaken in servicing this request and that Cllr Couchman had acknowledged receipt of the requested papers.

Correspondence received from Cllr R. Couchman on a "Point of Order"- previously circulated to Councillors.

The Chairman agreed to alter the status of the pecuniary / non-pecuniary interest to safeguard a Councillor. The Clerk agreed that the Chairman had never persuaded him to change official minutes.

Cllr R. Carter stated that helping the clerk was a good point. Freedom Of Information requests and Point of Order are not helpful in the running of the Council and he urged Cllr R. Couchman to work as a team and not to undermine the Chairman. It is not good for the council. Cllr R. Couchman stated that for a year or more items have been either inserted or changed regarding his position in changing of the minutes. Draft minutes should be left to the clerk to write and Councillors should only change at the Full Council meeting. Cllr R. Couchman then requested that all emails to and from Councillors be supplied to him in paper format. Cllr Couchman requested that the chair write a letter to him concerning her declaration of interest question to him.

The clerk informed Councillors that Jonathan Frans had not been unable to undertake the Dick Ball Meadow and the Willow Tree works due to the High Street being closed.

### 7. District Council report from Cllr Edward Oliver

In the absence of Cllr E. Oliver, no report was given

### 8. ECC report from Cllr Ray Gooding

In the absence of Cllr R. Gooding no report was given

### 9. Clerk vacancy – update from Cllr S. Gill

4 people had expressed an interest in the Clerk vacancy. 2 applicants had been invited for an interview during the week commencing 18<sup>th</sup>. July 2016. The Chairman will report again at the August meeting.

### 10. Highway matters

a) The Chairman had attended the Local Highways Panel (LHP) and discovered that all paperwork from Clavering PC on this, and the Highways Rangers, had not been received by ECC; Clerk has re-submitted the forms to ECC. There is no LHP budget remaining for 2016/17 and 60% of the 2017/18 budget is already allocated.

b) High Street Road Closure. This road will be closed for another 2 weeks term making it closed for 5 weeks in total

c) The Footbridge at Dam Meadow (next to bank erosion) is closed as boards have fallen into river.

d) Meeting at ECC regarding Cock Lane Road closure

Cllr R. Carter read out report regarding the Meeting at Essex County Hall on Tuesday 28<sup>th</sup> June 2016 at Noon to discuss the road closure and subsidence on Cock lane adjacent to the Castle site  
Duration of the meeting: 35 minutes

Present representing ECC: Cllrs Ray Gooding and Eddie Johnson (Cabinet member for Highways), Ringway Jacobs executive, 3 ECC Highways officers and 2 female secretaries taking written notes.

Present representing Clavering PC and Clavering parishioners: S Gill, R Carter, Mrs M Abrahams, Mr A Abrahams and Mrs M Carter (deputising for Mr J Carter)

ECC had an ICT presentation of maps, pictures and correspondence from Clavering PC and Parishioners.

Clavering presented their major concerns including: (Clavering PC and residents presented many photos of the area and alternative routes to substantiate their case)

Access to properties during floods, refuse lorry access, fire engine access, lorry deliveries.

Access for agricultural traffic with particular reference to the upcoming harvest.

Conflicting evidence on ECC website regarding alternative routes.

Road signage “not suitable for HGVs”

The narrow width and overgrown nature of Cock Lane for traffic.

The extra wear and tear to Cock Lane due to extra traffic and the likely “cave in” of banks on Cock Lane.

How long will the road repair take? Is the 18-month window realistic?

The nature of the road blocks which have been pushed aside on several occasions.

Loss of livelihoods due to road closure.

Cllr Johnson and ECC Officer responses:

No ECC budget is available for this repair work.

ECC do not have contingency budgets for emergency repair work.

Structural engineers have not carried out a detailed survey of remedial work.

Hence, no accurate costings have been determined although compared to a similar repair elsewhere in Essex, ECC estimate a repair bill upwards of £200K.

Cllr Johnson’s own words “don’t expect the work to be done anytime soon although it will get done”

The Environmental Agency has no funds either although they have cut up the fallen trunk obstructing the river.

ECC consider the roadside bank to be the property of the riparian owner (Mr Hosford). Not ECC.

ECC inspectors did not walk Cock Lane on 31<sup>st</sup> May 2016 to determine its condition as Clavering PC thought. It was considered too dangerous for them but they did drive along it by car.

Ways forward:

ECC would inspect the alternative routes and cut roadside verges along Cock Lane and Watery Stones so vehicles can see the dangerous edges.

ECC will carry out a survey of works and determine a cost and realistic timescale for repairs. Alternative concrete barriers will be erected at each end of the closure to stop third parties moving them.

Mill Road barrier will be moved to allow Mr and Mrs Abrahams access into their field gateway and construct a "soft" barrier in the existing position.

The PC should encourage land owners adjacent to Cock Lane and Watery Stones to take responsibility for cutting their overhanging vegetation.

As many as possible should contact the EA and express concerns regarding the lack of maintenance to the watercourse.

ECC would look at road signage as there are conflicting signs due to two separate road works.....possible circles and triangular signs to differentiate between routes.

Mr Abrahams kindly offered some land adjacent to the erosion, enabling ECC to widen the road.

ECC officers did not appear to respond to this generous offer.

A resident asked that the Calor Gas company is using Watery Stones to make deliveries. The ford at Watery Stones is being eroded because of excess traffic using it. The pedestrians, when using this area, are being placed in a dangerous position. He asked if Councillors could chase up ECC to cut the roadside verges ASAP. Councillors stated that there was further erosion of the river upstream. Cllr R. Carter thought that a Public meeting would be a waste of time as after his meeting at ECC there would be no way forward.

#### 11. Planning Applications:

**UTT/16/1415/FUL** - Barns At Brocking Farm Langley Road

Change of use of agricultural buildings to 2 no. residential dwellings (C3) and associated works

Comments to UDC by 06.07.16 – This application was discussed at the June meeting

**CPC Decision: No Objections**

Cllr B. Barrow leaves meeting

**UTT/16/1534/LB & UTT/16/1533/HHF** - Lantern Thatch Wicken Road

Demolition of existing rear extension and erection of single storey rear extension.

Alterations to roof, including new guttering and rainwater pipes and insertion of rooflight to east elevation. Replacement and new windows and fenestration alterations

Comments to UDC by 14.07.16

**CPC Decision: No objection**

Cllr B. Barrow re-joins meeting

**UTT/16/1694/HHF** – Ash Tree Cottage Starlings Green Road

Proposed garage extension

Comments to UDC by 28.07.16

**CPC Decision: No Objections**

**AMENDMENT plans to UTT/16/0001/FUL** – Fox & Hounds PH High Street

Proposed erection of a sound lobby and the retention of a garden shed

Comments to UDC by 27.06.16

**CPC Decision: Council supports this application**

**UTT/16/1645/HHF** – Thatched Cottage Sheepcote Green

Extend existing chimney to 1800mm (including chimney pot with bird guard) above thatched ridge

Comments to UDC by 20.07.16

**CPC Decision: No objections**

#### **DECISIONS MADE BY UDC**

**UTT/16/1120/HHF** - 1 Barlee Close CB11 4SN

Proposed demolition of 2 no outbuildings and erection of replacement timber single storey building. **Approve with Conditions**

**UTT/16/0619/CLE** – Britannia Works Clatterbury Lane CB11 4QJ

Use of the building for B1 and B8 uses. **REFUSED**

**UTT/16/0865/LB** – 3 Mill Lane Clavering

Tanking and damp proofing to two internal walls. **Approve with Conditions**

**UTT/16/0685/FUL** – Pond Cottage Hill Green

Demolition of existing dwelling and erection of replacement dwelling – Alternative scheme to that approved under UTT/13/0556/FUL. Minor revisions to elevations and reposition dwelling 1.5m toward south west. **WITHDRAWN**

**UTT/15/3718/OP** – Plot adjacent to Hemingford House Deers Green CB11 4PX

Outline application with all matters reserved except for scale and access for 1 no. dwelling and detached cart lodge. **REFUSED**

**12. Appeal Decision****APP/C1570/W/16/3142380**

Land adjacent to The Hazels, Wicken Road, CB11 4QT

**The Appeal is dismissed**

13. **To discuss any other planning applications** received subsequent to the agenda being published and/or shown on the Uttlesford District Council website up until 3pm on the day of the meeting. No further planning applications had been received by the Clerk

14. **RCCE Membership** - Councillors decided to renew its membership up to 30.06.17. Noting that Cllrs L. Williams & The Chairman attended the RCCE Neighbourhood Planning Information event 2<sup>nd</sup> July. This was proposed by Cllr S. Gill and seconded by Cllr L. Williams.

**This was agreed unanimously**

**15. Finance:**

Credit Received: £14 Mr. R. Couchman FOI payment:					
Chq No	Inv. No	Payee	Cost	VAT	Total
1524**		Kevin Money – Skip hire Allotment	£ 190.00	£38.00	£ 228.00
1525**		S. Dyster Village event	£ 50.00	£0	£ 50.00
1526		Kevin Money Locum payment	£ 546.00	£0	£ 546.00
		Payment for FOI request	£ 65.00	£0	£ 65.00
		Mileage to attend 13.06 meeting	£ 30.60	£0	£ 30.60
		LESS S/O paid into bank	<b>-£349.52</b>	£0	<b>-£349.52</b>
		Claim form – agreed by Chairman	Total		<b>Total</b>
			£ 292.08	£0	<b>£ 292.08</b>
1527		M. Patmore – Allotment clearing	£ 20.00	£0	£ 20.00
1528	6925/6919 /6911	EALC – Cllr L. Williams training	£ 200.00	£0	£ 200.00
1529	90616	Clifford Computers – New computer/Scanner as agreed from transparency code	£ 635.00	£0	£ 635.00
1530	June '16	Lynette Merrick	£ 231.34	£0	£ 231.34
1531		RCCE 2016/17	£ 55.00	£11.00	£ 66.00
1532	0353	Ellen Willmott Payroll service	£ 17.50	£0	£ 17.50
1533	June '16	HMRC payment	£ 38.80	£0	£ 38.80
1534		Affinity Water – Allotment	£ 33.79	£0	£ 33.79
<b>1063</b>					
1535		Kevin Money – Clerk expenses	£ 20.47	£0	£ 20.47
		<b>Total:</b>	<b>£1783.98</b>	<b>£49.00</b>	<b>£1832.98</b>

**\*\* Cheque numbers 1524 & 1525 were agreed to be paid at the June meeting**

The above cheques proposed by RWC by BB. **Cllr Patmore abstained.**

**16. Representative reports**

**Allotments** report given by Cllr Patmore

Rent money £6.50p cash for plot 4 Children's nursery was handed to the Clerk for banking. Apart from that there was nothing to report

**Village Hall** report given by Cllr Couchman

Another successful Fete. Profit not yet announced. A replacement Marquee has been received covered by the insurance. The public address system is still not working properly. Members of the committee have spent many hours trying to solve the problem, which is ongoing. The loop is working and visitors are advised to switch their hearing aids to Loop but the person speaking must use the radio microphone.

Cllr B. Barrow informed Cllr R. Couchman that the hall heating is still on and must be expensive due to the summer period. Cllr R. Couchman said he would look into this.

**Jubilee Field report** given by Cllr S. Gill - No was report was given as the next meeting is the 19<sup>th</sup> July

The Chairman advised Councillors that the next passenger transport meeting is 20<sup>th</sup>. July

**Jubilee Field working party** report by Cllr Couchman

The working party met on several occasions with Mrs Balaam and Mrs Cooly. After long deliberations exploring ways in which the Jubilee Field finances might be improved without the help of the Council, the working party concluded that some help could be given with tree maintenance and grass cutting. Motions regarding this were presented at Parish Council meetings. In November 2015 when it was agreed that up to £300 would be paid towards safety related tree work, and in January 2016 where it was agreed that the Council would pay for 10 grass cuts per annum, which would amount to £850 in 2016

**17. Risk Assessment book**

Cllr R. Carter inserted into the RA book

ECC to replace railings at Curles Hill/Watery Stones (B1038) – knocked down by RTA. Details of car sent to ECC with photographs

**18. Items for next agenda:**

*08.08.16 meeting*

Clerk vacancy update

Any Planning applications

ECC response to meeting at ECC on 28.06.16

Cock Lane overgrown nature – cutting in September after bird nesting.

RCCE Housing survey

Maintenance of seats around village

12.09.16 meeting

Allotment roadway

Final Auditor internal report

Working party re. benches / listening bench

Blacksmiths corner board

Date of next Full Council meeting is Monday 8<sup>th</sup>. August 2016 at 7.30pm in the Village Hall

There being no further business the Chairman closed the meeting at 9.20pm and thanked everyone for attending

Signed.....8<sup>th</sup>. August 2016

**S.M. Gill**