

Minutes of the Clavering Parish Council meeting held on Monday 12th. January 2015 at 7.30pm in the Village Hall Clavering

Present - Cllrs: Stephanie Gill (Chairman), Richard Carter (Vice-Chairman), Jenny Allan, Mike Patmore, Ron Couchman, Rebecca Stanford (RFO) & Peter Smith
Also present - District Councillor Oliver and 5 parishioners

The Chairman welcomed everyone to the meeting and informed the meeting the Mr. John Smith and the Speedwatch team had been shortlisted for the Inaugural Police & Crime Commissioners Awards to be held at Colchester Football Club on Wednesday 14th. January at 2.45pm. Mr Smith and others of the team would be at the awards ceremony, with the Clerk attending the full day, and she part of the day. The Chairman also informed the meeting that Clavering School had sent letters of thanks for the share of monies they received from the RCCE Award, she and Cllr Smith having attended a school assembly January 5th. Cllr Smith congratulated Cllr Gill for her presentation at the school.

2. Apologies for Absence was received from and accepted by the Council

Cllr Boardman. Cllr Barrow will be late for the meeting

3. Declaration of Interest

Cllrs Stanford and Allan Declared an Interest in planning application for Hill Green

Cllrs Gill, Allan and Smith Declared an Interest in the Jubilee Fields

Cllr Couchman Declared an Interest in PCC cheque

4. Public Participation Session

Colin Howland asked the Council to make a final decision on the design of the bus shelter and he circulated the designs to choose from.

The Council was informed that the "Hands off Clavering" had a meeting with a Solicitor and has everything in place in case of an appeal from Gladman Developments. The group is to conduct a survey so that the issues properly reflect the views of Clavering residents. The Council was also informed that fundraising would commence very soon and a letter to all households would be sent as the aim of the fundraising is expected to be about £30,000.

5. To approve the minutes of the meeting held on Monday 8th. December 2014

These minutes were agreed and signed by the Chairman as a true and accurate record

6. To approve the minutes of the Extra meeting held on Monday 5th. January 2015

With the addition of the following statement: Clavering Parish Council agreed to produce and deliver a leaflet about the Gypsy and Traveller Site Consultation to all households.

These minutes were agreed and signed by the Chairman as a true and accurate record

7. Update on the Gypsy & Traveller Site Consultation document

The Councillors went through the answers to the questions requested by Uttlesford District Council and agreed all were true and correct Except that on question 10 the Council wanted the word "sustainable" which UDC had inserted wrong. The wording was agreed by the Councillors for the leaflet (designed by FALCA but amended to represent Clavering's view) to be produced and distributed to all households. Councillors would also assist in the distribution.

8. Christmas Carol singing

Cllr Gill informed the meeting that this was well attended and also thanked Mrs Carter and Mrs Ramuz for organising and supplying the mulled wine.. An amazing amount of £103 was raised and this was being donated to Clavering Care.

The Councillors have had some feedback to say that the Walden Buskers were not as good as previous years. Councillor Smith then asked whether the school could get involved at the next Christmas event. The Council agreed to look at other music options

At this point of the meeting Cllrs Stanford and Allan left the meeting

9. Planning applications

UTT/14/3569/HHF - Pleasant View Hill Green Clatterbury Lane CB11 4QS

Proposed single-storey side and rear extension with balcony to rear at first floor level

The Council had "No objections"

At this point of the meeting Cllrs Stanford and Allan rejoined the meeting

** **UTT/14/3579/AG** - Sheepcote Green Farm Sheepcote Green CB11 4SJ

Proposed agricultural storage building

The Council had "No objections"

UTT/14/3611/P3MPA - Barns at Brocking Farm Roast Green Clavering CB11 4SH

Prior notification of change of use of two agricultural buildings to two dwellings

The Council had "No objections"

UTT/15/0019/AG - Sheepcote Green Farm Sheepcote Green Clavering CB11 4SJ

Proposed agricultural building

The Council had "No objections"

ADDITIONAL

UTT/15/0021/HHF - 15 Pelham Road Clavering

Erection of extension to outbuilding and conversion to residential annexe

The Council renewed its continued Objection to this application

UDC DECISION MADE:

UTT/14/1330/OP - Land South and East Of The High Street Clavering

Outline application with all matters reserved for four live/work units - **Refused**

UTT/14/3187/FUL - Britannia House Stickling Green Clavering

Change of use from office (B1) to gymnasium (D2) - **Approve with Conditions** - 19th December 2014

** **UTT/14/3579/AG** - Sheepcote Green Farm Sheepcote Green Clavering CB11 4SJ

Proposed agricultural storage building - **Prior Approval Not Required** – 29.12.14

At this point Cllr Barrow joined the meeting and apologised for his lateness

10. Report from RFO

Chq.	Inv. No.	Payee	Cost	VAT	Total
1395	07.12.14	Affinity Water	187.00	37.40	224.40
1406	31.12.14	Kevin Money non-consolidated pay o/t adj. to salary			
			378.33	-	378.33
1407	29.11.14	Kevin Money Clerk expenses incl. BT, Includes 13.11 claim mileage			
			118.83	-	118.83
1408	31.10.14	Paul Abrahams	200.00	40.00	240.00
1409		Colin Howland Expenses	23.95	-	23.95
1410	17.12.14	Buskers C/O	100.00	-	100.00
1411		HMRC 1/4 payment tbc as ni	346.18	-	346.18
1412	12155	Acumen and 11763	37.00	7.40	44.40
s/o	28.01.15	Clerk	287.17	-	287.17
		Total	1677.96	84.80	1762.76
	31.12.14	NatWest Balance	9362.12	After chqs	7988.32
		Chq Still to Clear	1373.80		
		NatWest Balance	6224.86		

Cheque Numbers below already agreed to be paid from RCCE monies at December 2014 meeting

1402 Jubilee Field £162.50p : 1403 Clavering Primary School £162.50p :

1404 1st. Clavering Scouts £162.50p : 1405 1st. Clavering Brownies £162.50p :

Credits recorded in December: Allotments £123.50: VAT Refund £194.01

Concern was raised at the water bill increase. Cllr Patmore will read the meter to ensure there is not a leak and report back

At this point Cllr Couchman left the meeting when the Councillors were discussing donating money to the PCC. A request had come from Clavering PCC for a donation towards Clock maintenance, mowing and mower maintenance.

The Councillors agreed by **F4 Ag1 AB0** to increase the donation to the church from £660 to £700 for this year alone which is cheque number 1413

At this point Cllr Couchman rejoined the meeting

Cllr Stanford requested that the NALC/EALC car allowance rates be adopted. This was carried unanimously.

The Councillors went through the Budget figures supplied to them by Cllr Stanford (RFO) and agreed the Precept for 2015-2016. The Precept of £13592.88p indicates that there will be NO increase for 2015-2016.

The cheques and Precept was proposed by Cllr Gill and Seconded by Cllr Carter.

This was carried unanimously.

The Chairman then asked the Councillors to agree a 6.5hours of overtime for the clerk after his attending CPD at EALC for the "Council Finance" course. **F6 AG0 AB1**. The Clerk reminded the chair that he contributes 50% towards his CiLCA courses, so requires only 3.25 hours of extra hours pay.

11. Representative Reports

Allotment report – Cllr Patmore had nothing to report

Village Hall report – Cllr Couchman reported that the pantomime and Christmas party were both successful.

Jubilee Field report – Cllr Allan had nothing to report as the meeting was the next evening

Jubilee Field Working Party – There was nothing to report in the absence of Cllr Boardman

District Council Oliver had left the meeting at 8.15pm & had nothing to report

At 9.30pm the Chairman asked, and the Councillors agreed, to continue with the business of the Council

12. Land & Hedge maintenance of Parish Green together with Village Green report on Urgent and Immediate works

Cllr Gill and Cllr Carter presented to the meeting a report of the various land owned by the Council for immediate action to be taken. In addition, it was decided to prioritise the work around the Horse Pond. Cllr Gill asked the clerk to obtain quotes to have this work undertaken/contact other authorities, UK Power Networks, Essex CC regarding the works. This was agreed by the Councillors.

13. Public Meeting re Yellow Lines in Stortford Road

Cllr Gill informed the meeting that this had been booked for 23rd. February 2015 at 7.30pm at the Village Hall and suggested the Police / Cllr Gooding / Residents of Stortford Road & Skeins Way / The Headteacher and Chair of the Governors of Clavering School / Essex Highways representative and District Council Oliver should be invited to the meeting. Cllr Couchman asked whether the Christian Centre could be used as this was more central for residents. Cllr Gill informed Cllr Couchman that she had considered this but there was no hearing loop/mic in the Centre and this proved a problem for meetings. She will help ferry those unable to drive if necessary.

14. Clavering Parish Plan – Cllr Couchman asked that all Councillors should have a hard copy of the plan so they can consider points raised about the Parish Council also so that the views of residents can be taken into account. Most Councillors stated that they would access this via the village website, rather than hard copies.

15. Litter picking event – Cllr Allan asked if this item could be discussed at the next meeting. This was agreed

16. Discussion on replacing the damaged Parish Council Notice Board

The clerk was asked to obtain quotations and submit them to the Councillors when this was done.

17. Hearing Loop for Christian Centre – Cllr Couchman stated that the Church had obtained preliminary quotes which are £2900 for the main hall and £760 for upstairs. The Church will keep the Council informed.

18. Speedwatch – Cllr Couchman informed the meeting that this item refers to the letter sent by the Community Speedwatch Group to the Council in November asking the Council to consider buying a Speed Indicator Device. 2 examples of such devices are priced between £2500 and £3000 depending on type of sign. Should the Council agree more research should be done and the necessary approval from Essex Highways be obtained. Cllr Couchman was asked to obtain accurate costings.

19. The Top 3 Priorities where flood problems exist in Clavering

Essex County Council had circulated a form requesting advice from Councillors across Essex. It was agreed that Clavering’s 3 top flood problem areas were Lower Way, The Druce and High Street. The form was to be completed and returned to ECC by the clerk

20. Grass Cutting Contract – Cllr Carter asked the clerk to supply him with the contract that Mr. P. Abrahams had signed as some Councillors remained concerned about the work carried out. Cllr Carter would itemise the areas where the Parish Council were dissatisfied.

21. Blacksmiths Corner Information Board – As no information had been received by the clerk this item was not discussed

22. Clerks Report – The clerk had already circulated the report to the Councillors before the meeting. He asked the Councillors to make a decision on the bus shelter design being sited at Hill Green Farm. After discussion the Councillors agreed to “St. Neots” design. The Chairman asked Colin Howland to make this known to Andrew Scullion.

23. Risk Assessment Book – 2 items were added to the Risk Assessment book

24. Items for next Agenda

Cllr Couchman asked for Assets Community Value, Application RCCE funding and Moving 30mph Speedwatch sign in Stortford Road

At this point the Clerk asked all Councillors to think carefully about adding items to the next agenda as this meeting had lasted for 3 hours and having 25 items on the agenda is far too long.

Date of next meeting Monday 9th. February 2015 at 7.30pm at the Village Hall

There being no other formal business the meeting was closed at 10.30pm

Signed:.....Chairman : Date:.....

Stephanie M. Gill