

**Minutes of the Clavering Parish Council meeting held on Monday 13th. July 2015
at 7.30pm in the Clavering Village Hall**

Present - Cllrs: Stephanie Gill (Chairman), Richard Carter, Michael Patmore, Stuart Boardman, Ron Couchman & Kevin Money (Clerk).

Also present - 33 parishioners

1. Chairman's welcome. The Chairman welcomed everyone to the meeting

2. Resignation email from Cllr Peter Smith.

The chairman asked the clerk to read out the email he had received from Peter Smith. *Following last night's meeting I have decided to resign from the Parish Council forthwith for a number of reasons not least of which is how the meetings are conducted and Chaired. I was particularly uncomfortable with how Councillor Couchman was treated when his interventions could have been handled in a much more sensitive way, possibly outside the meeting. This is not the first time that Councillors have been put down by the Chair in front of the rest of the Councillors and it is not an edifying site for the Public. I also believe that the personality of the Chair has become more important than the council itself which is not a healthy situation at all. The business of the meetings should be much more professional with items supported by proper well argued papers circulated before hand. In that way the business of the Council would be much more efficiently run. I wish you well.*

The Chairman replied by saying that

We accept Peter Smith's resignation from the Council after 27 months service with regret: I am sure that he could have continued to make a valid contribution to the parish via the Council. Usual process would been that the incidents he refers to in his resignation letter be reported to Mr Perry, the Monitoring Officer, as a breach of the Code of Conduct by Chair. However, I wish to inform the Council I would have vigorously defended myself against such an allegation. Firstly, the interventions made by Cllr Couchman, especially the factually incorrect comment that the Council had not been made previously aware by the outgoing RFO of an uncashed cheque to a contractor and a similar one on the Chairman's report to the external auditors, could not have been dealt with away from the Council Meeting as Cllr Couchman has made it known that he refuses to speak with me on council matters outside the Full Council, and has stated this to our Monitoring Officer. In the second instance, the grass cutting of the Jubilee Field was not an agenda item at the June Meeting and the then Cllr Smith started to speak on this . As Chair, I asked him to cease speaking on this non-agenda item especially as to further do so, he would have placed himself and myself, as trustees of the Jubilee Field, in breach of the Code of Conduct by discussing a possible joint contract option which had the intention of financial benefit to the Jubilee Field. In my time as Chair, I have always attempted to ensure that Councillors do not inadvertently breach the code of conduct nor our adopted standing orders as I attempt to allow them to reconsider their wish to speak. Lastly. in my service as Chair, Council minutes show that I have requested any proposals and research by Councillors on agenda items be circulated in a timely manner to allow informed discussion. I have made this statement on Mr Perry's advice.

3. Apologies for Absence was received and accepted by the Council from Cllrs. Barrow, Stanford, District Councillor Oliver and ECC Cllr Gooding.

4. Declaration of Interest

Cllr Carter declared an Interest in the Gladman appeal and would leave the meeting if the discussion went into monies being given from reserves to assist HOC under item 10 on the agenda. Cllr Couchman stated that Easement money will be mentioned in item

10 on the agenda. He informed the meeting that he has a pecuniary interest in this by virtue of being a member of the following groups. The Parish Church, Royal British legion, Over 60's club, Community speed watch group and the Village Hall. The dispensation had been received from the monitoring officer of UDC to allow him to speak and vote on this item.

Cllr. Gill declared an interest in the Jubilee Field

Mr Howland was thanked for the summer planting at Blacksmiths Corner

5. Public Participation Session.

Colin Howland stated that the website was still not up-to-speed regarding the minutes and agenda being published. The last set of minutes was 25.03.15. Cllr Gill stated that this matter is still under discussion. Colin Howland then went onto say about a drop kerb at High Street by the Plough PH Colin then confirmed that he meant the Fox and Hounds! needs to be inserted. The Clerk was asked to contact ECC Highways. There was also reported to be "ragwort!" on the allotments and the allotment holders were being asked to remove it immediately as it is very poisonous. The Council was asked about the spraying at Stickling Green. Cllr Carter informed the meeting that 2 spraying had taken place and a third was due to be done in the coming weeks. After this spraying the area will need to be re-seeded.

Peter Walters asked the PC for financial help for "Hand off Clavering". He informed the meeting that £11,000 had already been raised through donations and pledges and that further fund-raising is continuing.

Mrs Carter stated that, along with Colin Howland, they have attended all PC meetings and wish to support the Councillors in all the voluntary work they have undertaken.

Mrs Weston asked whether Cllr Gooding ECC had recently attended a PC meeting other than the Residents Annual Parish meeting? The answer was no but he is always informed of the meeting dates and times. Mrs Weston then asked whether Cllr Gooding could send a report to be read out if he could not be in attendance. Mrs Allan asked whether item 10 could be moved up the agenda and stated that as an ex councillor who also verified of the accounts, she did not feel Easement reserves should be considered for this.

There is further fly tipping on Chalk Pit Lane. Concern was raised about overgrown hedges narrowing pavements.

6. To approve the minutes of the last meeting held on Monday 8th. June 2015

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

7. To approve the minutes of the extra meeting held on Monday 22nd. June 2015

These minutes were agreed F4 Ag 1 and were signed by the Chairman as a true and accurate record.

10. Resolution from Cllr Couchman

- 1) The Parish Council, in supporting Hands off Clavering becoming a Rule 6 party at the Planning inquiry into development at Pelham Road Clavering, considers contributing to professional fees incurred
- 2) Should the Council agree to (1 above) to agree a maximum sum
- 3) Should the Council agree to (1 above) to ask the Clerk to investigate any VAT implications

Taking each item separately Cllr Couchman proposed and Cllr Boardman seconded section (1) above. Cllr Couchman read out a prepared statement. The Councillors listened to Cllr Couchman then Cllr Carter proposed an amendment to part (1) above. At this point the Chairman asked the Councillors to suspend standing order 4a so that discussions could take place on the amendment. **This was carried unanimously.** Cllr Carter's amendment was then read out to the Councillors.

The Parish Council does not use Easement funds to support professional fees relating to "Hands off Clavering" being a Rule 6 Party.

After a lengthy discussion the Councillors voted **F4 Ag 1** to accept the revised resolution of (1) above.

Cllr Carter then left the meeting.

The Councillors then went on to discuss part (2) above at length as clarification on the long term benefits for planning arguments to the parish was required, as this had not been covered by the supporting papers put forward to the council, and confirmation of the diligence undertaken by HoC who had interviewed the planning advisor. It was then agreed by Councillors to amend the wording of (2) above to

As the Parish Council has agreed to resolution (1) above the Parish Council agrees to pay the professional fees up to a maximum of £3,000 +VAT, incurred in determining the non-sustainability arguments to be put forward by the planning advisor for the Planning Inquiry for Land North of Pelham Road Development. The funds will be £2,500 from General reserves and £500 from Community events budget.

The above revised amendment was proposed by Cllr Couchman and seconded by Cllr Gill. **This was carried unanimously** by the Councillors.

Regarding part (3) above the Clerk informed the meeting that there are no VAT implications as he will, in the usual course of Parish Council business, be claiming the VAT back from the invoice/s he receives from the planning advisor.

Cllr Carter rejoined the meeting.

8. Clerks report

There was no general correspondence apart from emails and the Matters from prior meetings had already been previously circulated to Councillors. Cllr Gill recorded a vote of thanks to Cllr Carter for erecting the new PC noticeboard. The clerk read out a very late email he had received from Andrew Scullion regarding the Bus Shelter.

We had a positive site meeting with the Parish Council in June to agree a new potential location for the bus shelter. Our proposal is to install the shelter at the rear of the verge in the attached photos. We would then install a short footway from the shelter to the kerbside to enable passengers to board/alight the buses.

The following email from Cllr Stanford was read out by the Clerk.

I would like to apologise for losing my temper at the last meeting. I do take issue with being told I have done nothing about a situation, when I have clearly communicated previously, that I have tried to resolve that situation to the best of my ability. Not only that but on this matter I had sought advice on how I dealt with it from the internal auditor who was satisfied with my management.

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

9. Planning Applications:

UTT/15/1651/HHF – Elmhurst Stortford Road

Demolition of rear extension. Proposed single storey rear extension and loft conversion including two dormer windows to front elevation – **CPC had No Objection**

UTT/15/1850/HHF – 26 Skeins Way CB11 4PH - Proposed single storey rear extension - CPC had No Objection

UTT/15/1921/FUL & UTT/15/1922/LB – Fox and Hounds High Street – Proposed replacement of extraction flue - CPC had No Objection

Decisions made by UDC:

UTT/15/1184/HHF – Hill Cottage Middle Street – Demolish existing garage and replace with new single garage with home office above – Approve with Conditions – 24.06.15

UTT/15/1268/HHF – Spa Cottage Sheepcote Green – Demolition of rear porch. First floor rear dormer extension. Approve with conditions – 25.06.15

UTT/15/1136/HHF – 6 Oxleys Close CB11 4PB – Proposed rear conservatory.

Approve with conditions – 10.07.15

UTT/15/0699/OP - Land At Ashcroft Wicken Road Wicken Bonhunt CB11 3UL

Outline application with some matters reserved for the erection of 1 no. dwelling -

REFUSE

UTT/15/2120/DOC - Court Cottage Stickling Green CB11 4QX

Application to discharge Condition 6 (Parking provision) attached to UTT/15/1087/HHF dated 10 June 2015 Pending Consideration – 06.07.15

11. Finance:

Credit Received – NIL					
Chq No	Inv. No	Payee	Cost	VAT	Total
	s/o	Kevin Money salary	£ 343.22	£0	£ 343.22
1453	June	HMRC payment	£ 85.80	£0	£ 85.80
1454	11799	Greenbarnes Ltd – Noticeboard	£1284.76	£256.96	£1541.72
1455	1060655	Affinity Water – Allotments	£ 35.76	£ 7.15	£ 42.91
1456	2029	Paul Abrahams May cutting	£ 200.00	£ 40.00	£ 240.00
1457	0169	Ellen Willmott Payroll Service	£ 17.50	£0	£ 17.50
			£1967.04	£304.11	£2271.15

Outstanding Cheques 1448 P. Abrahams £240.00p : 1451 Acumen £36.00p

Balance at NatWest Bank as at 01.07.15 £15856.42p

Balance after above cheques and uncleared Cheques will be £13309.27p

Cllr Carter proposed and Cllr Boardman seconded that the cheques above be paid.

This was carried unanimously.

Monies already agreed to be spent by PC – Bus Shelter £2394.00p – Information Board £500.00p – Bonfire £2860.76p = £5754.76p

The Councillors were each given the budget figures up to 30th. June 2015

12. Review of Risk Assessment – sections 1 & 2 to be reviewed and agreed.

It was agreed by Councillors to move this item to September agenda.

13. Representative reports

Allotments report given by Cllr Patmore – Nothing to report but Cllr Patmore confirmed he would speak to the holders about the ragwort

Village Hall report given by Cllr Couchman.

Another successful Fete was held. The marquee had been in use for the British Legion children's sports day and the fete. A skip was hired and much tidying up of rubbish had been done. Mr. Howland had been cutting the weeds and grass in the car park. There will be a meeting of the Management Committee on 20th. July 2015

Jubilee Field report given by Cllr Gill – Will report at September meeting

Jubilee Field working party report by Cllr Boardman – Nothing to report

Employment Committee given by Cllr Boardman

Cllr Boardman proposed and Cllr Gill seconded that the clerk be paid by cheque of £164.75p to reconcile the shortfall of payments made to date against the payslips as provided. **F5 Ag0 Ab0**

Cllr Boardman proposed and Cllr Gill seconded that the standing order is amended with the bank to £343.02p per month so as not to overpay monthly in future. **F5 Ag0 Ab0**

Cllr Boardman proposed and Cllr Gill seconded that an additional 8 hours of pay be authorised in relation to the additional hours undertaken in June 2015. **F5 Ag0 Ab0**

14. Risk Assessment book.

Cllr Carter inserted into the book *“Railings on fence round Hill Green Pump are loose”*

15. Items for next agenda:

Chalkpit Lane – fly tipping including builders rubbish

1000

Date of next meeting Monday 14th. September 2015 at 7.30pm in the Village Hall

There being no other formal business the meeting was closed at 9.55pm

Signed:.....Date: 9th. November 2015

Stephanie M. Gill