

Minutes of the Clavering Parish Council meeting held on Monday 8th. June 2015 at 7.30pm in the Clavering Village Hall

Present - Cllrs: Stephanie Gill (Chairman), Rebecca Stanford, Richard Carter, Michael Patmore, Stuart Boardman, Ron Couchman, Peter Smith and Brian Barrow
Also present - 3 parishioners

The Chairman welcomed everyone to the meeting

2. Apologies for absence

Apologies were received from DC Oliver

3. Declaration of Interest

Cllrs Stanford and Carter declared a pecuniary interest when the Gladman letter is being discussed

Cllrs Smith and Gill declared a non-pecuniary interest in the Jubilee Field

4. To approve the Minutes of the last meeting held on Monday 18th. May 2015

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

To approve the Minutes (in camera) at the last meeting held on Monday 18th. May 2015

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

7. Public Participation Session

A question was asked about the Website not being up-to-date with the list of Parish Councillors, their responsibilities, the agendas and the April minutes are not being published yet. Cllr Boardman replied that the website is maintained by Corsto's on a purely voluntary basis and if the Council wishes more information published this of course takes up time and the voluntary contract will have to be looked at again. In the meantime Cllr Boardman will ask Phillip to bring the website up-to-date.

5. Clerks report – There was no general correspondence apart from emails and the Matters from prior meetings report had been previously circulated to Councillors.

The Clerk informed the meeting that Mr. Schofield had changed the VAS battery by the shop and will change the battery every week. A new PC noticeboard is due to be delivered on 9th. June. Cllr Carter agreed to take delivery and would erect it in place of the old noticeboard. The clerk informed Councillors that UDC had stopped financing "Dog litter bins" and he was given a contact of a company who would supply and empty the bin/s. The clerk would place this on the next agenda for Councillors to discuss further.

6. Proposed Bus shelter siting. The clerk had previously circulated an email and map he had received from Andrew Scullion from ECC regarding the proposal of the new siting of the bus shelter. After much discussion it was decided that 2 Councillors plus Colin Howland have a site meeting with Andrew Scullion. The clerk to arrange date/times.

8. Planning Applications:

UTT/15/1629/NMA – Brooklyn Stortford Road CB11 4PE

Non material Amendment to UTT/14/0881/HHF - Reduce width of dormer and fully tile, adjust horizontal positions of velux, change garden room doors from French to single and move position, remove south west facing window and replace with velux, adjust height of brick walls under windows of garden room and increase support wall widths, remove chimney to garden room and changes to porch. –

UDC are not accepting any comments

UTT/15/1754/HHF - The Sevens Clatterbury Lane CB11 4QU
Erection of single storey rear extension and detached bike/tool store

The Council has "No objections" to this application

Decisions made:

UTT/15/0684/FUL – Hill Green Farm Cottage Clatterbury Lane CB11 4QS
Proposed demolition of existing dwelling and erection of replacement dwelling.

Approve with conditions

Planning Applications still pending decision:

UTT/15/0593/OP : UTT/15/0699/OP : UTT/15/1268/HHF : UTT/15/1184/HHF :
UTT/15/1087/HHF : UTT/15/1136/HH

The Clerk recommended to Councillors that "Cllr Gill has a remit to attend any planning committee meeting at UDC to represent the views of CPC and a substitute Councillor to attend in her place".

This was proposed by Cllr Carter Seconded by Cllr Smith. **F8 AG0 AB0**

Monks Green Cottage Appeal – The Council is still against this application. The clerk was asked to write to UDC planning department to again put the CPC objections.

9. Finance:

Credit Received: UDC Grant £544.00p : T/F of monies from SWBS £12751.42p					
Chq No	Inv. No	Payee	Cost	VAT	Total
	s/o	Kevin Money salary	£343.02	£0	£343.02
1448 **	2005	Paul Abrahams Landscapes	£200.00	£40.00	£240.00
1449	May '15	HMRC payment	£ 85.80	£0	£ 85.80
1450	0153	Ellen Willmott payroll service	£ 17.50	£0	£ 17.50
1451 **	12566	Acumen Wage Service	£ 30.00	£ 6.00	£ 36.00
		TOTAL:	£676.32	£46.00	£722.32

Cllr Boardman proposed with the exception of the starred cheques and Cllr Stanford seconded that the above cheques be paid. **F8 Ag0 Ab0** Cheque 1451 held over pending confirmation of correct end of year submissions, Cheque 1448 see Agenda item 10.

Balance at NatWest Bank as at 31.05.15 £16357.58p

Outstanding Cheques: No/s: 1447 £17.50p

After outstanding cheques – Balance at NatWest Bank **£16340.08p**

NatWest balance after above cheques £15617.76p

Monies already agreed to be spent by PC – New PC Noticeboard £1541.72p –

Bus Shelter £2394.00p – Information Board £500.00p – Bonfire £2860.76 = **£7296.48p**

9.1 Section 2 of the Annual Governance Statement was read out and signed by the Chairman answering "Yes" where appropriate. With all sections the vote was

F7 Ag1 Ab0. The Chairman then read out the letter she has to send to the external auditor. **F7 Ag1 Ab0** for the letter to accompany the report.

It was also agreed that Cllr Stanford be the 'internal' Auditor for CPC to help the RFO.

10. Review of Grass cutting standards. Cllr Carter informed the Councillors that Councillors have again raised concerns regarding the grass cutting programme.

Namely:- In front of Rhona Norden's ditch. Tight to posts at water edge of pond on Lower Hill Green. The area on The Village Hall end of Horse Pond – strim to ditch. Horse Pond – strim to water's edge and around posts. Triangle at Church End, Bridges – Triangle between rivers not strimmed tight to bank – area around old bridge which was removed. Riverbank entrance to Dick Ball Meadow – not strimmed. Lime Trees Lower Hill Green (in front of Whyman's Nursery). Not strimmed around bases. It was agreed that the Clerk contact again Paul Abrahams to set up a meeting with Cllrs

Boardman and Barrow with Cllr Carter advising where the standard areas in the village was below expectation.

Cllr Boardman agreed to withhold the grass cutting invoice until this matter has been resolved satisfactorily. Cllr Smith then asked about incorporating the Jubilee Field into any new contract. At this point the Chairman tried to stop Cllr Smith from speaking any further as this would place himself and Cllr Gill "in breach of the code of Conduct for Councillors" by discussing the Jubilee Field where they have declared an interest and would need to leave the meeting. Cllr Smith then informed the meeting that he was extremely unhappy with the way the meeting was being chaired and decided to leave the meeting immediately.

11. **Green Waste.** Cllr Couchman asked whether a letter of thanks be sent to Mr. Baalam for the green waste hard standing area. Cllr Couchman then informed the meeting that UDC had sorted out the tyres dumped on the area and taken rubbish away with no charge. The Councillors asked the clerk to find out what Risk Assessment UDC had for Green waste collection.

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

12. **Response to Gladman Development letter to Cllr Gill**

At this point Cllrs Carter and Stanford left the meeting

Cllr Gill informed the meeting of the letter she had received from Gladman Developments. Cllr Couchman stated that he thought it was ill advised to respond to such letter. He went on to say that any such meeting must include everyone in the village. He also said that this "open meeting" may be an opportunity to get something back into the village from Gladman Developments i.e. new village hall. Cllr Boardman agreed with Cllr Couchman's view on an open meeting and this threat of development is here for a long time. Cllr Patmore also agreed with an open meeting for everyone but thought that a pre-meeting might be good so that everyone is focused on the direction. Cllr Barrow concurred with everything said before. The clerk was instructed to contact Gladman stating that the Council wish to meet with them only if all parishioners are allowed to attend. The Clerk was instructed again to send in the CPC objection to this application now that it is at Appeal stage, working in conjunction with the Chair.

At this point Cllrs Carter and Stanford rejoined the meeting

13. **Reviewing Risk Assessment Policy document** – The revised document was previously circulated to Councillors for inspection. The Clerk informed the meeting that it would be a good idea to go through the document at future meetings section by section. The clerk asked the Councillors to comment on the document before the next meeting so he could compile a satisfactory Risk Assessment policy document for Councillors.

14. **Speeding in Stortford Road / Middle Street** – Cllr Couchman presented a limited report, with an out-of-date map, for Councillors to inspect. **The Councillors agreed unanimously** to accept the document recommendations en bloc, to have in Stortford Road an extension of the existing 30mph speed limit to 150metres beyond the new houses built and those planned. Middle Street/Lower Way to have the correction of an anomaly which currently give Lower Way and Middle Street 40mph reduced to 30mph. A New 30mph limit in new site and to include connection with Arkesden Road. Pelham Road to have an extension of 30mph limit westward to include dangerous bend near Watery Stones at Curls Manor. The Clerk to write to UDC Highways, after sourcing a map.

15. **Representative reports**

Allotments report - Cllr Patmore had nothing to report

Village Hall report - Cllr Couchman informed the meeting that the fete will be held on Saturday 27th. June. The marquee will be used for the British Legion Sports Day and the Fete. The village hall committee's plan for funding a new noticeboard has fallen through

Jubilee Field report - Cllr Gill said that no meeting had taken place

Jubilee Field working party report - Cllr Boardman had received a report from Charlotte Baalam but it did not have enough information to be presented to the Councillors

Employment Committee - Cllr Boardman had nothing to report

16. Risk Assessment book. Cllr Gill informed the Councillors that 2 new defibrillator pads must be ordered as the existing pads have a "time limited date of 2 years" and she produced a pro-forma invoice from Selles Medical Ltd and Proposed that Councillors agree to order and pay the amount of £37.14p for 2 new pads.

Seconded by Cllr Stanford. **This was carried unanimously**

17. Items for next agenda:

Review of Grass cutting standards – Cllr Carter

Future of Newsletter – Cllr Couchman

Date of next meeting Monday 13th. July 2015 at 7.30pm in the Village Hall

There being no other formal business the meeting was closed at 10.05pm

Signed



Stephanie M. Gill

Date: 13th. July 2015