

Minutes of the Clavering Parish Council meeting held on Monday 13th. October 2014 at 7.30pm in the Village Hall

Present - Cllrs: Stephanie Gill (Chairman), Mark Wilkinson (Vice-Chairman), Richard Carter, Jenny Allan, Mike Patmore, Stuart Boardman, Brian Barrow, Ron Couchman & Rebecca Stanford

Also present - District Councillor Oliver and 8 parishioners

The Chairman welcomed everyone to the meeting and showed the public the certificate and the gavel that was presented to her at the EALC AGM in recognition of winning the Best Kept Village from RCCE

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

Cllr. Peter Smith

3. Declaration of Interest

Cllr Carter declared a Non- Pecuniary Interest in Planning application for Gladman Developments - Cllr Boardman declared a Non-Pecuniary Interest in the Council new Website - Cllr Allan declared a Pecuniary Interest in Jubilee Field / Hands off Clavering and Gladman Development - Cllr Gill declared a Pecuniary Interest in the Jubilee Field and RCCE monies to be allocated – Cllr Stanford declared an Interest in Hands of Clavering and Gladman Development

4. Public Forum

Cllr Carter spoke from the public section regarding item 18 (Cllr Couchman motion) stating that in his opinion this was not a capital item being used from the easement monies. The Parish Council has never had a funding to fight planning applications and if this gets the go ahead then this will set a precedent for any future development in Clavering. Cllr Carter then rejoined the Councillors.

The Parish Councillors was informed that the hedge at the allotments was being damaged by lorries and that it was overgrown and needs cutting back. Mr. Balaam has cut the hedge back previously and has done an excellent job. The hedge is owned by Mr. Noble and with his permission Cllr. Wilkinson will cut the hedge back.

The Speedwatch, which started in 2008, is now in desperate need of volunteers and Cllr Couchman is co-ordinating the recruitment.

Mr. Hitchcock informed the Council that the RBL would meet the costs of siting the bench at the shop and to fund the base and the plaque inscription which would read "fallen from both wars". Apart from the annual maintenance which has been agreed by the council, there will be no other costs except that the Parish Council will be asked later on the agenda to purchase the bench outright.

Mrs Carter stated that if we set aside funds for the 'Hands of Clavering' committee, that this will set a bad precedence as previous applications, especially the Oxley Development did not get support and that some residents do not object to the Gladman Development. Mr Howland informed the Council that to accommodate the bus shelter for all pupils, it has been suggested that the bus service number 11 would now divert the bus via the Village Hall.

Cllr Gill read out a letter from the 'Hands off Clavering'

If it is of use and appropriate to do so, I would be grateful if you could let the Parish Council know of the progress made by Hands off Clavering in marshalling objections to the Gladman proposal to build 51 houses north of Pelham Road.

We calculate that there are about 250 letters of objections on the Uttlesford website, including those within one of the initial Gladman documents referring to its public consultation exercise. Allowing for some duplication we think that there are over 220 individuals have objected which is about 20% of the village population. I suspect that the true level of objected, allowing for some married couples who have only submitted one letter for instance, is comfortably higher.

By any measure this is a significant achievement and we are grateful to everyone who has taken the trouble to write.

The revised site layout submitted by Gladman is now the focus of our attention. In view of the limited time available for comments, and in a departure from our previous strategy, we are gathering signatures to a standard letter of objection. We should have this letter ready by Wednesday morning. Our volunteers are in the process of going door to door throughout the village to gather signatures.

At our committee meeting tomorrow we will also be turning our attention to Phase two of this process. This is on the assumption the UDC turn down the application and Gladman appeal.

We are in the very early stages of considering whether to engage professional advisers and if so which ones. In tandem, we are also beginning to think about the best way to raise money from residents to pay for this advice.

At this stage no decisions have been taken.

I shall be meeting Sir Alan Haselhurst at Westminster later this week to discuss the matter.

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

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

As there were members of the public from the RBL at the meeting it was suggested to the chairman that item 19 becomes the next item. This was agreed so Cllr Couchman submitted his funding application

19. Cllr Couchman Funding Application

Cllr Couchman stated that like many other communities, the Clavering Branch of the Royal British Legion, the History Group and the Over Sixties Club organised a well-supported commemorative event on the anniversary of the first world war. To recognise the sacrifice of those men who died and their families it was decided to dedicate a bench to be sited near the bus stop where it will be of benefit to all members of the community who wish to use it when visiting the shop or waiting for the bus.

With sufficient funds it could be of an appropriate standard which would last for many years

A suitable bench has been chosen which would cost £545 plus £109 VAT. The VAT can be reclaimed by the Parish Council. This is the amount of the grant request.

Contributions from others would cover additional costs of delivery and an inscribed plate which amount to £202. Also providing a concrete base and fixing.

It may be possible for the Council itself to get a grant from the District Council's War Memorial Cleaning fund.

I believe that this application meets all the criteria set by the Parish Council and would be a fitting contribution by the Parish Council to this unique event.

For the avoidance of doubt the minutes of the RBL Branch meeting in July where it was decided to make this application to the Parish Council are available.

The Council then discussed this application to pay totally for the bench for £545 + VAT (the Parish Council can reclaim the VAT). Cllr Stanford then asked if the invoice was

made out to Clavering Parish Council. Cllr Couchman informed the Council that this bench has already been ordered in his name. Cllr Couchman will endeavour to have the invoice changed so that the Council can reclaim the VAT.

Cllr Wilkinson proposed and Cllr Patmore seconded that the Council pay for the bench.

F6 AG0 AB2

6. Planning Applications

UTT/14/2805/HHF – Chequers Langley Lower Green Clavering CB11 4SD

Demolition of single storey extensions and erection of single and two storey extensions. Conversion of garage to ancillary accommodation. Alterations to existing vehicular access – **No Objections from the Council**

UTT/14/1820/LB – Peacocks Clatterbury Lane Clavering CB11 4QU

Form a new doorway in an existing partition - **No Objections from the Council**

UTT/14/2906/AV – Former site of Jubilee Works Clavering

10 Hoarding Signs : 4 Flags and 1 “V” board.

Cllr Couchman stated that the Parish Council should object to this application on the grounds of amenity, in that this type of hording advertisement is out of character with a rural situation. It would damage this visual aspect of a country lane to a greater extent that the hoarding already in place. The Planning Authority should only allow advertisements on this site of a type and size of which deemed consent is specified in the regulations for a residential building site, under the Town and Country Planning (control of Advertisements) Regulations 2007.

Any Flags and flagstaff's should also be in accordance with deemed to satisfy provisions. i.e. Hoardings round temporary residential construction sites must be of no more than 38 square meters in area and no more than 4.6 meters in height. This application = 54sqm. Any flag shall be on a single vertical Flagstaff not exceeding 4.6 meters high and be and of no more than 2 square meters in area. The flagpole is 6 meters in height. **The Council agreed to continue with its objections**

REVISED APPLICATION

Cllrs Allan, Carter and Stanford left the meeting for UTT/14/2458/OP

UTT/14/2458/OP – Land North of Pelham Road Clavering

Amended information has now been received in respect of this application

Cllr Gill informed the meeting that the revised outline application was for 42 houses, now comprising of semi and terraced houses, and this was to possibly negate the English Heritage objection.

It was agreed by all Councillors that a continued objection be made by the clerk.

Cllrs Carter, Stanford and Allan rejoined the meeting

Decision Made by UDC:

UTT/14/2255/HHF – Broomsticks High Street Clavering CB11 4QR

Demolition of garage and single extensions. Erection of one and half storey and single storey extensions

Approve with Conditions – 8th. September 2014

UTT/14/2256/LB - Broomsticks High Street Clavering CB11 4QR

Demolition of garage and single extensions. Erection of one and half storey and single storey extensions

Approve with Conditions – 8th. September 2014

7. Report from RFO

Precept second payment of £6821.50 received 18/09/2014

External Audit review returned. Invoice is approximately half of last year's cost. The internal audit was not requested this year. Standing order commenced for the clerk.

There was an additional charge by Acumen for re-running the payslip. This was because it arrived on the day of our meeting and the overtime had to be added and the sums recalculated. I have also already received Octobers payslip.

Acumen confirmed that Tax code provided by the clerk refers to him and is not for us to action. Any alteration by HMRC to the code we use in salaries is communicated directly to us.

HMRC quarterly payment of £237.80

VAT reclaim submitted.

Chq No.:	Inv No.:	Payee	Total	Nett	VAT
1385		Home & Property Services	£1255.20	£1046.00	£209.20
1386		Kevin Money Salary	£ 430.44	£ 430.44	
1387	11921	Acumen	£ 22.20	£ 18.50	£ 3.70
1388	11997	Acumen	£ 31.20	£ 26.00	£ 5.20
1389	18/04/1913	Paul Abrahams Landscapes	£ 120.00	£ 100.00	£ 20.00
1390	SB20141994	PKF Littlejohn Ext. Auditor	£ 20.00	£ 100.00	£ 20.00
1391	4704	EALC Charles Arnold Book	£ 59.00	£ 59.00	
1392		Post Office HMRC	£ 237.80	£ 237.80	
		Total	£ 2275.84		

30.09.14 NatWest Balance £11993.04 after Cheques £11204.44

Cheques outstanding £ 788.60 Balance £ 8928.60

1349,1364,1365,1378,1379,1382,1383

Cheque request – Proposed by Cllr Gill – Seconded by Cllr Allan **Unanimously agreed**

8. Update on Internal Auditors report – Cllr Stanford requested notification of what this refers to. Cllr Couchman requested this move to November meeting.

9. Cllr Carter Proposal – that The RCCE prize money for winning the Best Kept Village be shared equally between the following 4 village groups as a gift: The Jubilee Field – The Village Primary School – The British Legion WW1 seat fund – The Telephone Box internal fitment funding. After careful discussion it was agreed that as the RBL has been given the monies for the bench and that the revised 4 village groups be as follows: The Jubilee Field – The Village Primary School – 1st. Clavering Scout Group – The Brownies. This amendment was proposed by Cllr Boardman – seconded by Cllr Carter
F8 Ag 0 Ab 1

10. Land & Hedge maintenance of Parish Green

This was presented by Cllr Gill on getting a maintenance contract arranged for the managing / clearing and cutting of the various parts of the village that the Parish council owns. After a lengthy discussion it was decided to have all the land itemised by January 2015 so that a new grass cutting contract can be properly constructed.

11. Parking at Clavering School

It was agreed by all Councillors to ask the clerk to write to the head teacher asking how the Yellow lines and subsequent dropping off and collecting of the pupils is working with the road restrictions. Cllr Stanford requested that the matter be highlighted regarding

the Minibus for Olivers Lodge parking on the yellow zig-zag lines at the end of the school day The Clerk to undertake this task.

12. Bus Shelter siting

Mr. Howland informed the Councillors that he is contacting Andrew Scullion to arrange a site meeting with him and any other person who wishes to attend regarding the siting of the bus shelter. The shelter is proposed to go on Mr. Hitchcocks' land and all parties must be in agreement.

13. Representative reports

Allotments report given by Cllr Patmore that the overgrowing hedge will be cut back
Village Hall report given by Cllr Couchman – no meeting except that the AGM is on 18th.
October 2014

Jubilee Field report given by Cllr Allan – nothing to report

Jubilee Field working party report by Cllr Wilkinson/Boardman

Cllrs Boardman and Wilkinson had a meeting with the Jubilee Field committee and it was decided to meet again in November

District Councillor Oliver informed the meeting that Sam Heath at UDC planning has REFUSED the application to Monks Cottage but this will possibly be appealed.

14. Clavering PC Web site update – Cllr Boardman informed the meeting that the clerk had supplied all of the 2014 minutes and these were inserted into the webpage. However the biggest issue to date is the domain name and Cllr Boardman suggested changing the name. The cost of this exercise is £50 for a 5 year term or £80 for a 10 year term. It was proposed by Cllr Carter and Seconded by Cllr Allan to go for the 10 year term together with a £20 per year charge to change the email address

This was agreed unanimously

Cllr Boardman then stated that the website would be going “Live” next month

15. Clerks report - Schedule passed to Councillors under separate cover – no comment

16. Bonfire request for funding – As no application form for funding had been received this item could not be discussed

17. Carol Singing – A provisional date of Wednesday 17th. December 2014 at 6.30pm was agreed and the clerk was to contact the buskers

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

18. Cllr Couchman motion

Cllr Allan, Carter and Stanford left the meeting for this item

Cllr Couchman proposes that:

“The Council makes funds available to the Hands off Clavering organisation using powers contained in the Local Government Act 1972 section 137. These funds to be made available as and when required solely for the objectives of that organisation, up to the legal limit of £6,825; without further reference to the Council”

Cllr Couchman had requested that LGA 1972 section 137 be circulated to Councillors before meeting

As there was no seconder for this motion, under Clavering Standing Orders rule 6 Rules of Debate a motion shall not be considered unless it has been proposed and seconded. Therefore the motion “fails”

Cllr Allan, Carter and Stanford rejoined the meeting

20. Risk Assessment book – nothing to be added

21. Data Protection Obligations from EALC – Clerk reported to the Councillors that the form from EALC needs to be completed and returned. Cllr. Gill proposed and Cllr Patmore seconded that this form is to be returned to EALC.

This was agreed unanimously

22. Items for next agenda:

Asset Community Value – Carol Singing – Stortford Road Parking – Environment Agency – VAS signs – Bus shelter

Date of next meeting Monday 10th. November 2014 at 7.30pm in the Village Hall

There being no further business, the meeting was closed at 9.50pm.

Signed:.....Chairman : Date:.....
Stephanie M. Gill