

Minutes of the Clavering Parish Council meeting held on Monday 10th. November 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, Ron Couchman, Peter Smith & Rebecca Stanford (RFO)

Also present - District Councillor Oliver and 4 parishioners

The Chairman welcomed everyone to the meeting

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

Cllr. Brian Barrow

3. Declaration of Interest

Cllr Wilkinson and Cllr Couchman declared an Interest in planning application UTT/1330/OP

Cllr Boardman declared an Interest in the new Clavering Website

4. Public Forum

Cllr Wilkinson was thanked for doing an excellent job cutting the hedge running alongside the allotments.

The Council was asked to look into the state of some benches and seats in the village that need attention.

The Council was informed that the Vicar was opening the Carol signing and it was confirmed that the Council would not be required finance the refreshments this year. District Councillor Oliver informed the Council that if they send in an application to Sue Hayden at UDC requesting monies from the "Cleaning of War Memorials fund" this money can go towards the RBL seat.

5. To approve the minutes of the meeting held on Monday 13th. October 2014.

Cllr Stanford requested that at item 8 (Update of Internal Auditors report) she wished the following to be added at the beginning

"Cllr Stanford requested notification of what this refers to" also that under item 11 (Parking at Clavering School) the following was to be added at the end

"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" also under item

18 (Cllr Couchman motion) It should now read

"Cllr Allan, Carter and Stanford left the meeting"

After these alterations the minutes were agreed and signed by the Chairman as a true and accurate record.

6. Planning Applications

UTT/14/2944/HHF & UTT/14/2946/LB –

Hill Green Cottage Hill Green Clatterbury Lane CB11 4QS

Install woodburning stove and raise height of chimney stack

No Objection from the Council

UTT/14/3002/TPO – Affeneys Clatterbury Lane Clavering CB11 4QU

Remove 1 no. Horse Chestnut, reduce crown by up to 30% 2 no. Horse Chestnut, reduce roadside laterals to clear cables no. Beech, 1 no. Sycamore and 1 no. Horse Chestnut, reduce developing laterals over boundary by up to 30% 3 no. Ash
Tree preservation order 1/76 - No Objection from the Council

UTT/14/3187/FUL – Britannia House Stickling Green Lane CB11 4QX
Change of use from office (B1) to gymnasium (D2)

No Objection from the Council

Cllr Couchman and Cllr Wilkinson left the meeting

UTT/14/1330/OP – Land South & East of the High Street Clavering

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

OBJECTION from the Council – The Clerk to forward objections to UDC

Cllr Couchman and Cllr Wilkinson joined the meeting

Decision made by UDC

UTT/14/2344/FUL – Curles Farm Pelham Road Clavering

Retrospective change of use from agricultural buildings to mixed business use.

Decision: **Unconditional Approval** – 07.10.14

UTT/14/2385/OP - Land adj. Monks Cottage Stickling Green Clavering

Outline application with all matters reserved, except for access, for the erection of 1 no. dwelling

Decision: **REFUSE** – 10.10.14

UTT/14/2531/FUL – Curles Farm (Mobile 1) Pelham Road Clavering

Retrospective change of use from agricultural buildings to mixed business use.

Decision: **Approve with Conditions** – 17.10.14

UTT/14/2528/FUL – Curles Farm (Mobile 2) Pelham Road Clavering

Retrospective change of use from agricultural buildings to mixed business use.

Decision: **Approve with Conditions** – 17.10.14

UTT/14/2624/TPO – Homefarm Cottage High Street Clavering

Trim branches of 1 no. Blue Cedar

Decision: **Tree Conditional Approval** – 15.10.14

7. Renaming of Roads for 2 New Development

Jubilee Works Development – The Council decided to offer to UDC the name of Eldridge Close

Oxleys Close Development – The Council decided to offer to UDC the names of Haynes Close for the long bit of the development and Lower Oxleys Close.

8. Report from RFO

As no information had been supplied by the RFO this item was moved to the December meeting

9. Parish Council Newsletter - The Legal Deposit Libraries Act 2003 applies to any person who publishes in the United Kingdom.

Cllr Allan informed the Council that all future newsletters should be sent to the British Library on a monthly basis as per information received from EALC E bulletin Thursday 16th. October 2014. This action may cause a request for previous ones to be sent.

Councillors also thought that the editor at the Church magazine should also be informed of this development.

10. RBL bench – update from Cllr Couchman

Cllr Couchman informed the Council that the seat had been delivered and paid for by a grant from the Parish Council's Easement funds and contributions from members of the community. Hopefully the Council will ask the Clerk to apply for a grant from the District Council from its Memorial Cleaning Fund. The seat will be dedicated to the "Men of

Clavering who lost their lives in both World Wars" by the vicar at the Armistice Day service outside the shop at 10.45am on 11th. November 2014.

11. Christmas Carol Singing – Date Wednesday 17.12.14 at 6.30pm at the Cricket Pavilion on the green. The Walden Buskers have been booked

12. Representative reports

Allotments report was given by Cllr Patmore who informed the Council that the rents are being collected. Also the bottom of the allotments is getting messy. Cllr Patmore also stated that the Electric Power Company was going to cut the trees. Cllrs Wilkinson, Carter and Patmore will investigate works needed to level unused areas.

Village Hall report was given by Cllr Couchman who informed the Council that the AGM was held on 20th. October 2014 immediately followed by a Management Committee meeting. Officers were re-elected for another year. Mr. Howland was elected Jubilee Field representative. Despite the Art show profits being down £792 and the Fete profits by £2,220 there was only a small overall deficit over the previous year of £434. Largely due to less expenditure on improvements and reduced oil costs due to warm winter. The full financial report is available. The Art show committee is seeking ideas and helpers for the 46th. Annual show next Easter. A social evening has been arranged for 24th. November at the Village Hall at 7.30pm to discuss suggestions and plan for the event.

Jubilee Field report given by Cllr Gill who stated that the AGM was held last month. Charlotte Baalam was elected as Chairman. This left a vacancy of secretary. Cllr Gill informed the Councillors that if the vacancy was not filled then a Councillor Trustee would be required to take over the position. Lynne Cooley will continue as Treasurer, but anticipates stepping down next AGM

Jubilee Field working party report Cllr Boardman informed the Council that they had not met since the AGM and had offered to meet after the next trustee meeting.

District Council Edward Oliver reported that the next day he was attending a meeting at UDC regarding the Gypsy sites in Uttlesford District Council area. Uttlesford have to provide 26 pitches of which 12 sites are being proposed in the Poore Street and Wicken Bonhunt area. Cllr Gill informed the meeting that she taken a phone call just before the meeting from Rod Higgins, Chairman of Arkesden, who was looking to Clavering's support their opposition to the site

Police Property Marking Day - Cllr Couchman had not attended but Cllr Gill informed the Council that she heard this meeting was poorly attended. Cllr Carter offered to any resident interested his own marking equipment.

13. Bus Shelter update – Cllrs Gill, Couchman, District Cllr Oliver, Mr. Howland and the land owner, Mr Hitchcock met with Mr Andrew Scullion of Essex Highways. There has been no report back from Mr Scullion, but the optimum siting is on Mr. Hitchcock's land which will need further discussion.

14. Update on Internal Auditors report – Cllr Couchman requested this item As the RFO had not seen Cllr Couchmans question so it was agreed to move this item to the December meeting. All Councillors agreed unanimously. The Clerk passed over the questions to the RFO

15. **Clavering PC Web site update** - Cllr Boardman updated the Council with the Website address which is "**claveringvillage.org.uk**". Cllr Boardman also informed the Council that the website is now "Live".

16. **Assets of Community Value** – Cllr Gill informed the Council that Uttlesford District Council appears to have lost all the original paperwork supplied to them. Cllr Gill said that a new set of documents would be delivered to the Council offices by hand soon. This item to be included in the February 2015 meeting.

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

17. **Clerks report and correspondence** – There was nothing from the report which had been circulated to the Councillors before the meeting.

18. **Risk Assessment book** – There was nothing to add at this meeting.

19. Items for next agenda

Gypsy Site Consultation document: Fighting fund for Gypsy sites : Internal Auditor's report : Clavering Parish Plan : Stortford Road parking : Precept.

Date of next meeting Monday 8th. December 2014 at 7.30pm in the Christian Centre

There being no further business the meeting was closed at 9.45pm

Signed:.....Chairman : Date: **8th. December 2014**
Stephanie M. Gill