

Minutes of the Clavering Parish Council meeting held on Monday 8th. February 2016 at 7.30pm in the Clavering Village Hall

Present – Cllrs S. Gill (Chairman), R. Stanford, R. Carter, M. Patmore, R. Clayton, S. Boardman, L. Williams, R. Couchman, B. Barrow and K. Money (Clerk)
Also present was DC E. Oliver and 1 Parishioner.

1. The Chairman welcomed everyone to the meeting

2. Apologies for absence

There were no apologies for absence

3. Declaration of Interest

Cllr Clayton declared a non-pecuniary interest in the village green section

Cllr Couchman declared a non-pecuniary interest in village greens as a member of the Open Spaces Society and a pecuniary interest in maintenance of the Greens as a friend of the contractor

At this point Cllr Couchman asked the chairman if he could make a “point of order”. He read out this statement

“When a Councillor has a disclosable pecuniary interest it is quite proper for them to make written representations to the Council via the Clerk. In the instance referred to in the last minutes I was approached by a parishioner during the weekend proceeding the meeting and so had no option but to give my written representations to the clerk just before the meeting. I trust that all Councillors now have a copy of my written representations”.

a. Councillors to sign Dispensation letter to Mr. Perry at UDC regarding call for sites request from UDC.

All Councillors, with the exception of Cllr Couchman, signed and returned the form to the clerk for filing and posting. Cllr Gill having already forwarded her letter.

4. Public Participation Session

A resident informed the meeting that recently there had been 3 accidents at Waterstones on 16th, 17th, and 21st. December 2015. There were photographs taken and emailed to Don Cahill at ECC. Fortunately, no one was hurt so the police were not called. ECC highways does not register incidents if the police have not been informed. However, ECC does require evidence of accident/s and being such a blackspot area could the Parish Council please report all accidents to ECC highways and to officially minute and enter the accident/s into Risk Assessment book?. If anyone knows of villagers taking photographic evidence of any accidents, please may they inform the clerk so that it can be recorded. Could the Parish Council urgently contact Essex highways requesting better signage at the Waterstones corner? There needs to be better and more visible signs – possibly chevrons.

The collapsing road behind church – Ford End Deers Green – Essex Highways have been out to view and agreed it is very dangerous.

5. To approve the Minutes of the last meeting of Clavering Parish Council

To receive and agree the minutes of the last meeting held on Monday 11th. January 2016

Cllr Boardman had requested an amendment to the minutes and with that change the minutes were Proposed by Cllr Boardman Seconded by Cllr Clayton. **This was agreed unanimously**

6. Clerks report –

Re-imbursment of training for Cllr Gill – Transparency code briefing.

Proposed by Cllr Stanford Seconded by Cllr Clayton

The Councillors agreed unanimously to re-imburse Cllr Gill for Councillor training.

Cllr Stanford proposed that for the Annual Parish meeting the Parish Council invite a local solicitor, with trust deed knowledge, to present and advise on the terms in trust deeds relating to the Village Hall Trust Deed and the Jubilee Field Trust Deed to benefit all parishioners present.

After a lengthy discussion Cllr Stanford proposed and Cllr Gill seconded the proposition **F5 Ag3 Ab1**
Cllr Carter then requested a recorded vote. Cllr Barrow Ag Cllr Couchman Ag Cllr Williams For Cllr Boardman For Cllr Clayton For Cllr Patmore Ab Cllr Carter Ag Cllr Stanford For Cllr Gill For

The motion is carried

Cllr Boardman then expressed concern and asked if the Terms of reference for the legal solicitor will be for guidance – information sharing only. This was confirmed as being so.

The date of Annual Parish Meeting (subject to the hall being available) is 16.05.16 at 8pm

Dick Ball Meadow quotations The Clerk updated the meeting that he has had a slow response from the tenders that he sent out. The clerk will chase them up.

7. **ECC report** from Cllr Ray Gooding – NONE given

8. **District Council.** Cllr Edward Oliver stated that UDC finances for 2015/16 are reasonably strong however, there will be a 1% increase in the UDC budget from 2017. 2017/18 finances are not looking too healthy. Parish Council will be asked to comment on the new local “call for sites”. The draft plan will now not be ready until 2017 and the Government may step in to produce the UDC Local Plan themselves if there is a delay. Andrew Taylor (Senior Planning officer at UDC) is moving to Barratts Homes. Cllr Oliver stated that this is a great loss to UDC. At this point Cllr Oliver left the meeting to attend another PC meeting.

9. **To appoint a “Transport Representative from CPC”** following Mr. C. Howland’s resignation.

Cllr Boardman proposes Cllr Gill and Clerk to share the responsibilities seconded by Cllr Carter

F8 Ag0 Ab0**10. Planning Applications:**

UTT/16/0001/FUL & UTT/16/0002/LB – Fox & Hounds PH High Street

Proposed erection of a sound lobby. Secondary glazing to 1 no. ground floor window

CPC comments: No objection.

11. Planning Decision/s made by UDC

Land to the South of Oxley Close is going to UDC Planning Committee on 12.02.16 at 2pm

Agreed that Cllr Gill to attend the meeting and to re-iterate the Council’s position

12. **To discuss any other planning applications** received subsequent to the agenda being published on the Uttlesford District Council website up until 3pm on the day of the meeting

There was no additional planning application to discuss

13. Finance:

Credit Received: NIL					
Chq No	Inv. No	Payee	Cost	VAT	Total
	s/o	Kevin Money salary	£ 349.52	£0	£ 349.52
1503		HMRC payment	£ 85.60	£0	£ 85.60
1504	54156	UDC – Green waste April-Dec ‘15	£ 968.94	£0	£ 968.94
1505	270	Ellen Willmott Payroll December ‘15	£ 17.50	£0	£ 17.50
		TOTAL:	£1421.56	£0	£1421.56

Payment of the above cheques was proposed by Cllr Gill Seconded Cllr Barrow to be signed **F9 Ag0 Ab0**
Cllr Stanford had conducted an internal audit of the accounts and informed the meeting that they were kept extremely neatly and are all agreed.

14. **Update on village greens.** An update of the village greens was given by Cllr Gill

Land alongside Hillside Cottage: some vegetation still overhanging ditch and tree suckers/saplings not removed. Blocked culvert has been reported to ECC. Action needed when weather permits?

Butts Green. A white truck with flat-bed still parked on green

Placing of stones and logs on greens - PC policy to be applied at all greens

Edging of greens and accesses over greens with timber - no permissions has been given by the PC

House signs placed on greens. Has permission been granted historically on application? Where may we find any PC agreement on this as does a sign pose same risk as logs/stones if tripped over??

The Clerk to contact Insurance company regarding the PC liability and house signage and sizes and report at next meeting.

15. Rural Housing needs survey –

The last survey took place for Clavering in 2011. Cllr Gill has contacted UDC about the occupancy of the affordable housing at Eldridge Close by Clavering persons but has had no information back yet. RCCE to be invited to organise a survey for 2016.

16. Representative reports

Allotments report was given by Cllr Patmore. The allotments were pretty wet but the was still a rodent problem. The clerk was given £58.50p to be banked from allotment rents. Cllr Carter informed Cllr Patmore that the rules had been changed regarding poison in public places. CPC authorised Cllr Patmore to purchase 2 x 5 kilo bags of poison to be put in place before June 2016.

Village Hall report was given by Cllr Couchman. Cllr Couchman read out a statement informing the Councillors that the public address system has now been repaired, users who are unsure of how to use it should contact the secretary. Arrangements for the Easter Art Show are well in hand and as usual helpers are wanted. Parishioners have been dumping cardboard in the village hall skip. The next meeting is 22nd. February 2016

Jubilee Field report was given by Cllr Gill. Cllr Gill informed the meeting that the January quiz night raised £940 and a grant of £6,000 had been received for the roundabout. More fundraising events are scheduled throughout the year.

Jubilee Field working party report was given by Cllr Boardman. Cllr Boardman had nothing to report and will summarise up at the next meeting

17. Risk Assessment book

Cllr Gill inserted that "Blocked drain halfway up road to Curles lane. Culvert is blocked by Hillside Cottage (this has already been reported to ECC). Blocked drain outside the Cricketers PH (this has already been reported to ECC)

18. Items for next agenda:

Clerk to present the updated and revised Standing Orders to CPC in March 2016

LHP form to be submitted

Green waste – update from clerk regarding Langley

Arkesden and Langley UDC Green waste bill

Quotes Dick Ball meadow / ditch behind cricket pavilion

Task list – quotes report

Emergency plan on report

Date of next meeting Monday 14th. March 2016 at 7.30pm in the Village Hall

There being no more business the Chairman closed the meeting at 9.30pm and thanked everyone for attending

Signed.....14th. March 2016

Stephanie M. Gill