

Minutes of the Clavering Parish Council meeting held on Monday 14th. MARCH 2016 at 7.30pm in the Clavering Village Hall

Present – Cllrs S. Gill (Chairman), R. Stanford, R. Carter, M. Patmore, R. Clayton, L. Williams, R. Couchman, B. Barrow and Clerk Kevin Money
Also present DC E. Oliver and 7 Parishioners

1. Chairman welcome everyone to the meeting

2. Apologies for absence

Cllr S. Boardman offered his apologies after the meeting

3. Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-pecuniary interests relating to items on the agenda

Cllr R. Clayton declared a non-pecuniary interest in Item 9 on the agenda

4. Public Participation Session

The Chairman will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed

It was again brought to the attention of Councillors that another accident had happened at Watery Stones on 21.02.16 and the police have been informed. The Clerk was asked to write to Braintree Police Station to obtain a police incident number.

There were concerns raised about the revised bus service servicing Clavering. The Chairman informed the meeting that a Demand Responsive Transport (DRT) will be introduced. It is still a free service but residents need to get together then ask the bus company to lay on a Mini Bus. The Chairman agreed to speak to the "Over 60's" club to enlighten them on the new service. The village hall PA system is now working, and was used at this meeting. but it cut out again! Peter Walters introduced the new HOC chairman (Aidan Mahoney) to Councillors. Aidan Mahoney stated that a survey was being put out to the village covering all types of housing requirements. Moving forward, HOC will then have a better aspect of what is needed in the village.

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 8th. February 2016

Cllr R. Couchman asked for his non-pecuniary interest at item 3 be changed to Pecuniary Interest. With this amendment Cllr R. Carter proposed and Cllr R. Stanford seconded that the minutes be signed as a true and accurate record F7 Ag 1 Ab0

6. ECC report from Cllr Ray Gooding – No report given but Cllr R. Gooding had been to the village to meet residents regarding the barriers at Cock Lane.

7. District Council report from DC Edward Oliver

Dist. Cllr E. Oliver informed the meeting that UDC is dealing with the Local plan and Call for Sites. The timetable for the Draft Plan to be published is sites chosen by end of September, going forward for comments to run until January '17 then off to the Inspector before March '17. UDC still has the threat hanging over them by the Government if the Plan is not published / submitted by March '17, then UDC may have sanctions imposed on them. The Parish Council must comment on the factual accuracy of the sites submitted. The 'Gypsy & Travellers sites' hasn't gone away in June '16 (monthly meeting Planning Policy Group) if there are not enough sites coming forward then the 5 Acres sites could come back into play. The New Chief Executive of UDC (Dawn French) is keen to come out to see the UDC area and asked ward members to show her around. She will be in Clavering on 20.04.16 at 3pm, meeting at Village Hall Car Park. Cllr E. Oliver asked if the PC Chairman would accompany him with the visit? **Councillors agreed unanimously to this request.** UDC finances are in good order for 2015/16, but the finances for 2016/17 will look a little less healthy. Andrew Taylor leaves UDC on 24.03.16
Cllr Oliver, after thanking Councillors, left the meeting

8. Clerks report

Matters from Prior Meetings were circulated to Councillors and the Clerk stated that he is still having trouble with getting tenders for the Dick Ball Meadow works and ditch digging. The Clerk then reported on the Internal Auditor meeting he had with Maurice Howard on 07.03.16. He informed Councillors that the Auditor did not express any problems with the forthcoming Year End accounts. The Clerk went on to inform Councillors that for Information only the Clavering Horticultural Society had sent him a letter requesting monies for forthcoming years. This item will be placed on the April agenda for a full discussion. The Clerk had revised CPC Standing Orders and will circulate them to Councillors for discussion at the April meeting.

Cllr R. Couchman asked the Clerk about the Emergency Plan. The Clerk to give an update to Councillors as soon as he has received information from Mark Wilkinson who undertook a revision of the Emergency plan last year.

9. Parking restrictions in Stickling Green Lane

Cllr R. Couchman informed Councillors that there have been problems with private vehicles parking outside Eldridge Close where the lane narrows at times and in Arkesden Road, possibly associated with the gyms. He felt that this issue should be highlighted in the minutes, Parish Magazine and Newsletter. If no improvement is forthcoming an agenda item on a future meeting to discuss asking for Parking Restrictions. The Councillors discussed this issue, and after Cllr M. Patmore stating that he had visited residents in Eldridge Close and parking is now OK. Councillors felt that there is no problem as only a maximum of 2 cars are parked there and decided that as the parking had got a lot better there was no need to contact Essex Highways to implement restrictive parking measures.

10. Grass cutting contract for 2016/17 – Councillors to discuss future tenders and specification/s

Cllr B. Barrow had been to look at the grass cutting around the village and decided various items are not cut very well and some areas could be left. Councillors asked for this to be placed in the April agenda

11. Planning Applications:

UTT/16/0419/FUL – Finsmarick Wicken Road Wicken Bonhunt CB11 3UL

Demolition of dwelling and outbuildings and erection of replacement dwelling and garage

CPC HAS NO OBJECTION

12. Planning decision by UDC:

UTT/15/3513/FUL – Clavering Lakes & Lodge Mill Lane CB11 4RL

Approve with Conditions

UTT/15/3569/HHF – Burnie Stortford Road CB11 4PE

Approve with Conditions

UTT/15/3748/HHF – Affeneys Clatterbury Lane CB11 4QU

Approve with Conditions

UTT/15/2606/DFO – Land South of Oxleys Close Stortford Road

Approve with Conditions

13. To discuss any other planning applications received subsequent to the agenda being published and/or shown on the Uttlesford District Council website up until 3pm on the day of the meeting

UTT/16/0207/HHF – Peacocks Clatterbury Lane

Proposed removal of existing boundary fence to be replaced by brick wall

Councillors asked the clerk to remind UDC about the village green boundary and that the brick wall does not encroach on Parish Council land

CPC HAS NO OBJECTION

14. Queen's 90th. Birthday celebrations

Councillors discussed any celebrations but decided by **F1 Ag6 Ab1** not to have a beacon this year. Langley PC are expecting to have a beacon and it was suggested that Clavering residents

go to Langley. Councillors agreed **unanimously** to donate £50 towards the sundry costs of a Clavering Village Street Party on 12th. June.

15. Finance:

Credit Received: £58.50p Allotment monies: £175.48p Arkesden Green Waste contribution					
Chq No	Inv. No	Payee	Cost	VAT	Total
	s/o	Kevin Money February salary	£349.52	£0	£349.52
1506	Feb '16	HMRC payment	£ 89.20	£0	£ 89.20
1507	39688	Wilkinson & Co (Allotment purchase)	£ 40.00	£8.00	£ 48.00
1508	Feb '16	Clerk Expenses February '16	£110.06	£0	£110.06
1509		S. M. Gill EALC Transparency code training	£ 15.00	£0	£ 15.00
1510	0288	Ellen Willmott Payroll Jan '16	£ 17.50	£0	£ 17.50
		Total:	£621.28	£8.00	£629.28

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

This was carried F7 Ag0 Ab1

16. RFO to supply Bank Reconciliation and 2015/16 Budget to Councillors

The RFO supplied a bank reconciliation and budget figures up to February 2016. The RFO was asked to chase up the payroll administrator regarding the HMRC book and records.

Cllr R. Couchman asked the RFO to supply him again with the 2016/17 budget figures

17. Representative reports

Allotments report given by Cllr Patmore

Cllr M. Patmore informed the meeting that as the weather is changing for the better more plot holders are getting onto the allotment. By the next meeting he should be getting the rents in. The rodent problem has been addressed.

Village Hall report given by Cllr Couchman

Cllr R. Couchman informed the meeting that arrangements for the Easter Art Show are well in hand and as usual helpers are wanted. Please contact Andrea Pearce if interested. Additional equipment has been purchased to improve the marquee and it is included on the village hall inventory and fully insured. A local builder has been engaged to do various outstanding repairs.

Jubilee Field report

Cllr S. Gill informed the meeting that the JF will be meeting on Tuesday 15.03.16 so the report will be given at April meeting

Jubilee Field working party report by Cllr Boardman – No was report given

Passenger Transport report had already been circulated to Councillors prior to the meeting This was Cllr Gill's understanding at the meeting that ECC decided to change Essex bus routes:

As of 11th April: -

School bus services will be unchanged. The 59 service will no longer run to Clavering. It will terminate at Audley End station. All shopper bus services serving Clavering to connect to Saffron Walden / Bishops Stortford will cease and are replaced by an 'On demand' service.

However: the company - Arrow - who have taken over the 'on demand service' will effectively run a shopper bus per the old bus timetable when they take over, and for a while, so as to get the current users used to the new system. The new system will require users to phone and book their bus collection - which can now be from their own door rather than from a bus stop!!! They must also book their bus return of course!!!

Users will be able to book the service - subject to buses being available & also there being a sufficient number of users - on a day which there was not a bus service day before! (So those who go off in a gaggle to Walden on a Tuesday could go on Friday for afternoon tea!!)

*Users travelling Cambridge would need to book to go to Walden to connect with the Citi7 Stagecoach bus - they cannot book Clavering to Cambridge!!!
The On demand bus service is free to those with Essex Bus passes - there is no further charge.
Essex will be producing leaflets and posters.*

Employment Committee in the absence of Cllr S. Boardman, Cllr S. Gill informed the meeting that an Employment Meeting has been scheduled for 18.04.16. The minutes of last meeting will be circulated to Councillors at the May meeting

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

18. Risk Assessment book

Cllr S. Gill inserted that Selles Medical had advised her by letter that the electrodes/pads in the defibrillator could be faulty. Those in the case are not the batch number.
For information (which is in hand with ECC Highways) The barriers at Cock Lane need to be erected properly and more securely

19. Items for the Rangers:

Cock Lane from Pelham Gate – Cllr R. Carter to advise
Cllr R. Couchman suggested that the Rangers be asked to undertake the following jobs:-
Painting railings at a) Mill End pond and opposite at Elm Street Lane b) Junction of lane to Further Ford End at Roast Green. Righting fingerboard to footpath 40 at Roast Green. Righting of 40mph sign at Mill End. Repair to bend sign in Cock Lane. Also painting of railings at the Horse Pond

20. Items for next agenda:

Update to quotes for Dick Ball Meadow
Allotment Thames Water Road
LHP to consider – RC
Litter Pick

Date of next meeting Monday 11th. APRIL 2016 at 7.30pm in the Village Hall

There being no further business the Chairman closed the meeting at 9.50pm and thanked everyone for attending

Signed11th. April 2016

Stephanie M. Gill