

Minutes of the Clavering Parish Council meeting held on Monday, 10th February 2014, 7.30pm in the Village Hall

Present - Cllrs: Stephanie Gill (Chairman), Mark Wilkinson (Vice-Chairman), Richard Carter, Rebecca Stanford, Jenny Allan, Peter Smith, Mike Patmore, Stuart Boardman, Brian Barrow, Ron Couchman, District Cllr Edward Oliver, Jackie Deane (Clerk) and 5 members of the public.

Welcome from the Chairman: Thanks were given to Mr Boswell from Jo Jacks Farm for clearing Stickling Brook to free up the High Street in the recent floods. Colin Howland was thanked for his work on the proposal for a new bus shelter.

1. There were no apologies for absence. S Gill and Jenny Allan declared an interest in the Jubilee Field.
2. **Public Forum** – Residents at Blacksmith's corner asked the Parish Council to chase the Highways Department for an update on the proposed signage changes. Following a resident query, R Stanford explained that she had taken the portable hard drive to a repairer but it is corrupted and was unable to be opened. This holds archived information including the 2012 Annual Parish Assembly Minutes and so an alternative account of the meeting will be drawn up as a record of that meeting. A resident asked about arrangements for the green waste service and if they would be shared with neighbouring parishes. A fortnightly collection had been agreed at the last meeting but a further update is to be considered. A request was made for the planning item to be placed higher up the agenda as a matter of course in future.
3. **Minutes of the last meeting** – Amendments to item 10 and a cheque for payment were noted. The Minutes and also those of 6th January planning meeting were agreed and signed by the Chairman as a true record.
4. **Green Waste Service** - Roger Harborough at UDC accepted that there had not been a notification of a change to the 2012-13 extra sessions and additional charge. He has therefore agreed that the Parish Council is not liable to pay the additional charge arrangements will be agreed with the Chairman. There is still uncertainty that the fortnightly service will be available but S Gill will keep councillors and the other councils advised.
5. **Proposed bus shelter** – The application for funding up to £9,000 is to be considered by the Local Highways Panel and, if agreed, the Council should agree on a suitable location.
6. **Setting the Precept** – A request for £13,643 was agreed and the form was signed by the Chairman and RFO, to be taken to the Council Offices by the RFO.
7. **Tree at Colehills Close** – Advice was received by Ben Smeeden, UDC tree officer, and taken into account. It was agreed that the tree should remain for a year and be monitored by councillors. During this time, a resident survey should be carried out. P Smith agreed to draft the survey at the appropriate time.
8. **Website** – S Boardman agreed to research alternative providers and then it should be set as an agenda item for discussion.
9. **Update on Community Asset Register** – A discussion took place over the implications of the "Right to Bid" and it was agreed that councillors would check ownership of the proposed assets. A decision on nominating assets was deferred to the next meeting.
10. **Councillor vacancy update** - no applicants have come forward.

11. **Employment of new Clerk** – It was agreed to re-advertise the post and the Chairman will be the primary contact for the Council from 1st March.
12. **Representatives' reports** – R Couchman attended the quarterly police meeting which was well-attended due to recent burglaries in the village. M Wilkinson attended an emergency planning meeting held by EALC in Great Dunmow. 42 parishes were represented and useful information and links would help to update the village plan. Another meeting, held by the District Council on 19th February, will provide further information. S Gill reported on a successful fundraising event in aid of the Jubilee Field. The Field Committee wishes to make a presentation at the next Annual Parish Assembly in May. Cllr Oliver reported that some trial winter closures of green lanes are to be agreed. The District Council has agreed that there will be a cut of 2% in their portion of the Council Tax.

At 9.30 the Council agreed to continue the meeting.

13. **Clerk's report and correspondence** - Complaints were received about the condition of the green lanes at Elmstree Lane, Chalkpit Lane and Parsonage Lane following damage by off-road vehicles. Essex County Council has sent information on the bus shelter and bridleways works to be considered for funding. Clavering Care thanked the Parish Council for the donation of £88 raised at the Carol Singing, which has helped with the running cost of their mobile phone. Resident correspondence has been received requesting the preservation of the bridge at Colehills Close and the phone box.
14. **Risk Assessment Book** – J Allan noted damage to railings over a culvert, which she will report to the Highways Department.
15. **Planning** – Applications for comment
UTT/14/0133/AV- 16 hoardings and 4 flags at Jubilee Works site, Stickling Green - object
UTT/14/0272/HHF – Little Paddocks, Clatterbury Lane – First floor side and rear extensions – no objection
Decisions made: Appeal on 3 dwellings at Oaklands, Middle Street **APP/A/13/2202177** – Allowed
UTT/13/3243/CLE - Ashtree Market Garden, Starlings Green - Certificate of Lawfulness for 21 units in connection with agricultural business - Split decision, 5th January 2014

16. Finance

<u>cheque no</u>	<u>payee</u>	<u>for</u>	<u>inv no</u>	<u>net</u>	<u>VAT</u>	<u>total paid</u>
					£	
1343	UDC Green Waste	£1,614.58	44481		-	£1,443.00
	Christian Centre PC meet				£	
1344	dec	£20.00	09/12/2013		-	£20.00
					£	
1345	Acumen	£22.20	11332	£18.50	3.70	£22.20
					£	
27-Feb	Jackie SO final	£369.90			-	£369.90
					£	
1346	simplewebhosting	£94.80	#38148	£79.00	15.80	£94.80
					Total	£1,949.90
					after	
31/01/2013	Natwest Balance	£4,456.33			cheques	£3,911.93
	cheques outstanding	£544.40			balance	£1,962.03

Current account balance at 1st February was £4,456.33

17. **Items for next agenda** – Bridge at Colehills Close, Community Assets, date and agenda for Annual Parish Meeting, charity donations (including CAB), telephone box, logs on Upper Hill Green, bus shelter, how road faults are reported to the County Council and jobs with the Highways Rangers, conduct of council business (first agenda with the new clerk)
18. **Date of next meeting** - Monday 10th March 2014, 7.30pm in the Village Hall
Meeting closed at 9.45pm