

## **Minutes of the Clavering Parish Council meeting held on Monday 12<sup>th</sup>. October 2015 at 7.30pm in the Clavering Village Hall**

Present – Cllrs Stanford (Vice-Chairman), Barrow, Couchman, Patmore and Carter  
Also present ECC Ray Gooding and 5 Parishioners

1. Cllr Stanford (acting as Chairman) welcomed everyone to the meeting
2. **Apologies for absence** were received from Cllr Gill, Cllr Boardman and District Councillor Oliver
3. **Co-option of Robert Clayton and Lisa Williams onto the Council**

Lisa Williams was proposed to be co-opted onto the Parish Council by Cllr Carter and seconded by Cllr Barrow. **This was carried unanimously**

Robert Clayton was proposed to be co-opted onto the Parish Council by Cllr Carter and seconded by Cllr Barrow. **This was carried unanimously**

Both new Councillors signed their “Declaration of Acceptance of Office”, “Register of Interest form”, “Consent form for electronic mail” and “Notice of co-option of a Parish Councillor form”

### **4. Declaration of Interest**

To declare any Disclosable Pecuniary, Pecuniary or non-pecuniary interests relating to items on the agenda. Cllr Carter declared an interest in the planning application for Oxleys Close

### **5. 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

A resident raised the issue of the siting of the Bus Shelter on the grass area outside the village hall. She was upset at not being consulted over the proposed siting of the shelter. She expressed concern that the Parish Councillors had not been supplied with all the relevant information supplied by ECC – namely the Road Safety report. She stated that speeding traffic is a continuing problem and having a bus stopping on a bend would be highly dangerous and having a “cage” painted on the road would be detrimental to the area. The grass area floods and ECC would be unhappy siting a shelter on a flood area. Also to get the shelter into place, a listed tree may have to be removed. It was suggested that the village hall car park would be an alternative position for the shelter.

Another resident mentioned that Lower Hill Green grass has been cut and is laying rotting. It was mentioned that it is cut annually, baled and removed. Cllr Carter agreed with everything that was said and thought that new tenders will be sent out to residents/farmers who have the correct equipment to do the job properly. Cllr Stanford asked if the resident could come back with his proposals from an Essex wildlife working party.

Another resident asked about the annual Carol singing event. It was decided that the clerk contact the Walden Buskers to see if they are available on Tuesday 22<sup>nd</sup>. December at 6.30pm.

The resident felt appalled at the revised Oxleys Close planning application. It is now obvious that 2 hammerheads are situated on the plans. The Parish Council was urged to strongly oppose this revised application.

The Parish Council was asked about the temporary road signs that have been left along the Stortford Road after the works have been completed. Cllr Ray Gooding stated that he would inform ECC Highways to have them removed.

### **6. 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 13<sup>th</sup>. July 2015

These minutes were not signed until the November meeting as there was not a quorate present from the July meeting to sign the minutes

### **7. 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 14<sup>th</sup>. September 2015

These minutes were not signed until the November meeting as there was not a quorate present from the September meeting to sign the minutes

### **8. Decision on the EXACT siting of the Bus Shelter outside village hall**

Cllr Carter informed the meeting that Cllr Stanford and himself undertook a site exercise as to where, when and how many children were collected on the bus route. It is obvious that there is not a perfect site for the shelter. It was a good idea in the beginning but now he has changed his mind and will vote against the siting of the bus shelter outside the village hall.

Cllr Patmore agreed with Cllr Carter stated that it was a bad site being proposed and he too would be voting "no" to the siting of the shelter outside the village hall.

Cllr Couchman did not want to abandon the project and agreed that the proposed site was not a good one. He stated that lessons must be learnt for the future and to do a thorough research on all projects and that the clerk should have supplied the Councillors with all the information supplied by ECC before the decision was made. He thanked Colin Howland for being instrumental in getting the funding for the bus shelter.

Cllr Barrow agreed with Cllr Carters comments. He thought that it was a lot of money for something that would be used, according to his rainfall figures, only 30 days per year.

Cllr Williams thought that common sense should prevail as it is being proposed in a bad area and a possible accident waiting to happen.

Cllr Stanford stated that unfortunately she was not at the July and September meetings so had been trying to get the facts regarding this proposal. She was however at the initial meeting when two children from Hill Green asked if a bus shelter could be sited at this end of the Village. One of them is now at University and the other child is now in the sixth form at Cambridge. The original site was withdrawn by the landowner and ECC informed CPC of this decision. Cllr Gill and herself met with the then transport liaison to look at alternative site as they had suggested the village hall site as their land. There are 19 bus stops in 900m., therefore the PC don't know if by providing the bus shelter all stops in a radius of 250m would be closed meaning children would have to walk to the shelter. At the moment they can be collected from almost their drive and time it to perfection to walk out and avoid the weather. The Road safety report was not circulated by the clerk in error. However TM has confirmed that the map provided and circulated did show the site marked as safe by the Road Safety report. At the moment two buses are stopping at the village hall entrance contrary to the RSA assessment that this is dangerous. She informed ECC of this and was told that commercial bus services can stop where they like. Any flooding would rule out the site. ECC passenger transport are concerned that they have been providing rural bus stops this year and now ECC is reviewing bus services in the area. All of Clavering services providing school drops are to be provided commercially in the proposal. This means an increased cost to the user and the current route cannot be guaranteed.

Cllr Stanford proposed that the bus shelter is sited as per ECC report. As there was no seconder this proposition was lost. Colin Howland was thanked for his work and being informed of the concerns he suggested a meeting with senior school children.

Cllr Patmore then proposed holding a meeting with children of the local school, after the ECC bus review, to see if they wanted a bus shelter. This was seconded by Cllr Couchman.

### **F3 Ag2 Ab0**

#### **9. Clerk report.**

**Asset of Community Value.** With the assistance of Cllr Couchman the 2 nomination forms for Upper Hill Green and The Fox & Hounds PH have been completed and circulated to Councillors. The Fox & Hounds form was accepted but the Upper Hill Green form needed further information. Cllr Barrow requested that more information be inserted into section 5 namely that it is a children's playground, it is used by dog walkers, picnickers use the green, it is an open space and a recreational use.

**These additions were accepted unanimously by the Councillors.**

**Local Bus Service Network review.** Under the current review any daytime service (excluding school bus service) are due to be replaced by a "On demand service". This report had been circulated to all Councillors before the meeting and it was decided that individual Councillors complete the questionnaire. The clerk supplied Councillors with the questionnaire.

**10. District Council Edward Oliver report.** There was no report provided

**11. Essex County Council Ray Gooding** his report is to follow

Cllr Carter left the meeting

**12. Planning Applications:**

**AMENDED application UTT/15/2606/DFO** – Land South Oxleys close Stortford Road Details following outline UTT/13/0327/OP. Provision of principal access off Stortford Road, provision of landscape details, layout and scale details comprising 13 new dwellings, detail of scale and appearance of the proposed dwellings.

The above mentioned application has been amended. Please submit any revised / additional comments you may have. You may view the application on the website

<http://publicaccess.uttlesford.gov.uk/onlineapplications>

The Parish Council Continues its objection to this application with the additional comments

- There a now 2 hammerheads
- The road width is 5.5m allowing for 2 way traffic
- The junction at Stortford Road and the site entrance "a roundabout" be sited as it is a busy road and will alleviate any speeding problems.
- Installation of traffic calming measures

Cllr Patmore stated that this is a design for future development on the north and south of the site. Cllr Barrow stated that the roadway is too close to the houses. Parking would be a problem.

Cllr Carter rejoined the meeting

**13. Planning Decisions Made by UDC**

**UTT/15/1156/FUL** - Waterside Butts Green Valance Road - Proposed extension to the existing aquatic shop for additional shop space (A1) and addition of tea room (A3) –

**Approve with Conditions**

**UTT/15/2401/OP** – Land adjacent to Pendeen Wicken Road CB11 4QT

Outline application for the demolition of a garage and erection of 1 no. dwelling and garage with all matters reserved except access. **REFUSED**

**UTT/15/2127/HHF** - The Views Hill Green Clatterbury Lane - Erection of single storey side extension with external ramped access. **Approve with Conditions**

**UTT/15/2595/HHF** – The Barn Arkesden Road – Erection of single storey front porch **Approve with Conditions**

**UTT/15/2596/HHF** - The Barn Arkesden Road – Erection of single storey rear garden room - **Approve with Conditions**

**UTT/15/2519/HHF** – Chequers Cottage Langley Road – Minor revision to west entrance area extensions (part of previously approved extensions UTT/14/2805/HHF) –

**Approve with conditions**

**UTT/15/2087/FUL** – M&M Supermarket Stortford Road – Installation of mobile burger stall on supermarket forecourt – **REFUSED**

a. ROTA of Councillors for Planning Appeal of Gladman Development

Cllr Stanford asked Councillors if they could let the Clerk know their availability for attending the Gladman Planning appeal, so that at least 2 Councillors can be present each day.

**14. Finance:**

| Credit Received: EALC Bursary rebate for Standing Oder Course 01.09.15 £35.25p<br>2 <sup>nd</sup> . Instalment of Precept 15.09.15 £6796.00p |            |                               |          |         |          |
|--|------------|-------------------------------|----------|---------|----------|
| Chq No   | Inv. No    | Payee                         | Cost     | VAT     | Total    |
|  | s/o ***    | Kevin Money salary (Sept.)    | £ 343.02 | £0      | £ 343.02 |
| 1473   | Sept. '15  | HMRC payment                  | £ 85.80  | £0      | £ 85.80  |
| 1474   | 2037/2090  | Paul Abrahams Landscapes      | £ 400.00 | £80.00  | £ 480.00 |
| 1475   | 1472       | M. Howard Int. Audit 14/15    | £ 150.00 | £0      | £ 150.00 |
| 1476   | 0219       | Ellen Willmott                | £ 17.50  | £0      | £ 17.50  |
| 1477   | SB20151315 | PKF Littlejohn (Ext. Auditor) | £ 100.00 | £20.00  | £ 120.00 |
| 1478   | Sept. '15  | Clerk Expenses (Sept.)        | £ 124.11 | £0      | £ 124.11 |
|  |            | TOTAL Cheques                 | £ 877.41 | £100.00 | £ 977.41 |

Outstanding Cheques £185.00 - Chq No/s: 1463 : 1467 : 1469 : 1470

Balance at NatWest Bank as at 28.08.15 £13,939.68p

Balance at NatWest Bank as at 30.09.15 £13,206.94p \*\*\* included in 30.09.15 balance

After above agreed Cheques £12,229.53p

Cllr Barrow proposed and Cllr Carter seconded that the above cheques be paid. **F5 Ag0 Ab0**

Monies already agreed to be spent by PC –Bus Shelter £2394.00p –

Information Board £500.00p = £2894.00p

**15. Second draft of 2016-17 Budget.** This was circulated to Councillors before meeting  
It was unanimously agreed to finalise the budget at the November meeting.

**16. Risk Assessment – Section 3.** Cllr Carter proposed and Cllr Barrow seconded  
**This was carried unanimously**

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

**17. Representative reports**

**Allotments report given by Cllr Patmore.** Cllr Patmore proposed that the allotment rent stay at £6.50p per year. This was seconded by Cllr Carter. This was carried unanimously  
Cllr Patmore informed the meeting that when Mr. Baalam had finished ploughing he will meet up with him and go through what was required to be done on the allotment field. There are allotments that have not been taken up and these need addressing. David Pound has offered to clear the area at £20 per allotment. Cllr Patmore will be organising a skip in the Spring.

**Village Hall report given by Cllr Couchman.** The public address system is broken and a new amplifier is to be installed. The loop system in the main hall is inoperative but the small room one is working. The AGM, which everyone is entitled to attend, is on 19<sup>th</sup>. October at 8pm. The Fete raised about £4,000. Various maintenance jobs have been undertaken by Mr. Paul Williams and Mr. Howland.

**Jubilee Field report given by the clerk in the absence of Cllr Gill.**

The recent car boot sale successfully raised more funds. There will be a working party in October to clear overgrown areas, especially those which are strangling tree growth. ECC is being contacted re the footpath with 'timber steps' for advice on its safety/maintenance responsibility. AGM scheduled for 20th October.

**Jubilee Field working party report by Cllr Couchman.** There was nothing to report

**Employment Committee given by Cllr Boardman.** As Cllr Boardman was absent from the meeting there was no report given.

**18. Risk Assessment book**

Cllr Carter inserted "Footpath bridge over humps and bumps. Foot boards are rotten"

Cllr Stanford inserted " Jubilee Field FP12 corner access is slippery"

**19. Items for next agenda:**

Village Greens / Grass cutting / Footpath at the Fox PH / Carol Service / Section 4 of Risk Assessment / 2016/17 Budget /

**Date of next meeting Monday 9<sup>th</sup>. November 2015 at 7.30pm in the Village Hall**

There being no more business the Vice-Chairman closed the meeting at 9.50pm and thanked everyone for attending.

Signed.....Date 9<sup>th</sup>. November 2015

**Stephanie M. Gill**