

HIGH EASTER PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
 held in High Easter Village Hall Tuesday 3rd January 2017

Present: Cllrs Nigel Boreham, Andrea Davis, Robert Lodge (Chairman), Neil Reeve, Paul Sutton, Jo Windley and the Clerk Allison Ward

1 Members of the public (leaving after item 16/115)

16/113 APOLOGIES FOR ABSENCE were received from Cllr Janet Robinson and accepted by the Parish Council

16/114 DECLARATIONS OF INTERESTS FOR THIS MEETING - None

16/115 PUBLIC FORUM

A resident updated the meeting on his voluntary efforts to maintain the footpaths in the central part of the village towards the Essex Way. These footpaths are part of the annual cutting programme provided by Essex Highways, who carry out a single footpath cut per annum in June/July. The resident confirmed he had met with Essex Highways and the landowners who are supportive of his actions and the Parish Council thanked the resident for his efforts. The resident went on to express his intent to purchase a more robust mower to carry out the task which could also be used for cutting the verges or other open spaces in the village and asked the Parish Council if there were any options for storage of the equipment. The Parish Council confirmed there is no suitable Parish Council provision for the storage of equipment and suggested that the only option would be to speak to local farmers to see if any could provide storage at a reasonable cost. The Parish Council went on to confirm their policy is to issue tenders for the maintenance of Parish Council owned land and specialist equipment and general liability insurance are key requirements for any contractors. The one area where volunteers have been used in the past is the Jubilee Meadow and it was suggested that the resident might be able to tender for this contract and if successful use the payments received to cover the cost of storing the equipment. The Clerk was asked to contact the Parish Council Insurers to understand whether the resident would be covered on the Parish Council insurance policy and whether there are any other considerations.

Concerns were raised with motor bikes using the Essex Way and continuing onto footpath 19 which is causing a risk to users of the footpath. Cllr Boreham agreed to speak to the landowner to ask if a barrier could be positioned at the junction of the Essex Way and footpath to prevent motor bikes from accessing footpath 19. The Clerk was asked to contact County and District Cllr Susan Barker for an update on the Uttlesford trial for seasonal byway restrictions.

16/116 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING of 5th December. Cllr Sutton proposed that the minutes be accepted as a correct record, this was seconded by Cllr Reeve with all in agreement; the minutes were signed by the Chairman.

16/117 DISTRICT AND COUNTY COUNCILLORS REPORTS – Cllr Susan Barker sent her apologies to the meeting.

16/118 CLERKS UPDATE

A resident has repaired the notice board in front of Glaven House and a letter of thanks has been sent.

The meeting with Essex County Council (ECC) Flood Management project was postponed by ECC and will now take place on Tuesday 10th January.

The Clerk has forwarded a summary of the Parish Council's wishes for a village defibrillator to local residents who have expertise in this field asking for advice on the most suitable equipment to purchase, a response is pending.

Dunmow Rhodes have confirmed the primary contacts have changed for High Easter and further confirmed the mower is now being stored off site as they are not in a position to afford any storage unit/container and it is unlikely they will have the resource to regularly cut the pitch during the season. Cllr Lodge asked the Clerk to contact Dunmow Rhodes to ask if players could refrain from cleaning their boots in front of the entrance to the village hall.

Signed
 Robert Lodge (Chairman Parish Council)

The Clerk was asked to contact Cllr Rolfe, leader of Uttlesford District Council following his offer to attend Parish Council meetings.

The Clerk is outstanding a final quote for line marking the village hall car park. The Clerk was authorised to arrange for the work to be completed at a price of £500+vat or lower, works would need to be scheduled during school holidays and in conjunction with the village hall bookings.

Discussions took place on suitable solutions to protect users of the play area from injuring themselves on the concrete foundations of the bench. Cllrs recognised the need for some form of fixing to ensure it does not tip and rather than remove it altogether, Cllr Boreham agreed to look at the practicalities and costs of putting astro turf or similar over the exposed concrete.

16/105 COUNCILLORS REPORTS

The playground inspection for December 2016 will be completed by the Clerk and any issues noted at the next meeting. The Clerk was asked to write to Dunmow Rhodes asking if they could fill in the holes behind the nets.

Parish Lunch on Wednesday 14th December was attended by 41 residents who enjoyed a traditional Christmas dinner followed by a Christmas quiz, raffle, bingo and pass the parcel. The total cost of the event was £542 with contributions of £185 on the day and a further £168 from donations received direct to the Parish Council, the balance of £189 was funded by the Parish Council. Cllr Lodge confirmed a lunch has been booked for Wednesday 15th March 2017, the Clerk will provide posters and flyers for targeted distribution by Cllrs.

Cllr Lodge met with Highways during December and the sites visited included School Lane. It was agreed a jetting crew would be sent to the site and an attempt would be made by Highways to inspect the damaged gully, by the end of January.

Cllr Windley commented on the road closure signs at Bishops Green which were required for unplanned works following a water leak. Concerns were raised that in the opinion of the Parish Council the deter was not suitable for all vehicles and the signs were not removed until sometime after the works were completed. The Clerk was asked to pass this information to County and District Cllr Barker

Cllr Sutton suggested the village map with marked footpaths is put on the website. Cllr Sutton confirmed the necessary licence was in place and will provide the file to the Clerk for posting on the site.

Cllr Sutton suggested a welcome pack is produced for new residents and the Clerk was asked to prepare,

The Clerk was asked to contact Cllr Barker to ask for assistance on resolving the outstanding log to repair damage to the verge and ditch along the Barnston Road close to Ellis Farm, following the Highway resurfacing programme last year.

16/120 PLANNING

16.120.01 Applications – for discussion and decision

Application No:	UTT/16/3418/HHF
Location:	Pleshey Grange
Development	Proposed demolition of existing outbuilding and erection of replacement garage outbuilding

Cllr Sutton proposed that the Parish Council has no objection to this application, this was seconded by Cllr Boreham, with all in agreement.

Application No:	UTT/16/3339/HHF & UTT/16/3340/LB
Location:	The Mill House, The Street
Development:	Proposed first floor front extension and side extension with room in roof

Cllr Sutton proposed that the Parish Council has no objection to this application, this was seconded by Cllr Windley, with all in agreement.

Signed
Robert Lodge (Chairman Parish Council)

Application No: UTT/16/3588/HHF & UTT/16/3642/LB
 Location: Browns Barn, School Lane
 Development: Conversion of storage barn to ancillary residential annexe, connected by underground link to Browns Barn. Single storey side extension to Browns Barn (amended scheme to that approved under UTT/16/2526/HHF)

Cllr Sutton proposed that High Easter Parish Council objects to this application. In making this decision the Parish Council has given consideration to PPS7 which states, 'To be ancillary, accommodation must be subordinate to the main dwelling and its function supplementary to the use of the existing residence.' The Parish Council is of the view that the size of the proposed ancillary accommodation is not modest in scale when compared to the existing dwelling and that the annexe would contain all the facilities and accommodation for an independent property. This could result in the main property and the annexe being separated in due course, which is contrary to policy S7. Furthermore, the Parish Council is concerned that the proposed design of the 'ancillary residential annexe' will affect the setting of the surrounding listed buildings, contrary to policy ENV2. If additional accommodation is required, the Parish Council would be supportive of a suitable modest addition to the main building.

Application No: UTT/16/3398/TCA
 Location: Great Millcoats, The Street
 Development: Fell 1 no. Cherry and 1 no. Horse Chestnut

Cllr Sutton proposed that the Parish Council asks that consideration is given to pruning the Horse Chestnut tree rather than removing it, as it represents the original field line before gardens were extended. The Parish Council has no objection to the removal of the Cherry Tree. This was seconded by Cllr Lodge, with all in agreement.

16.120.02 Decisions – for information only

Application No: UTT/16/3141/HHF
 Location: Ramseys, The Street
 Development: Proposed installation of roof window to existing annexe.
 Decision: Conditional Approval

16/121 AFFORDABLE HOUSING

Uttlesford District Council, (UDC) has suggested they would support a small development (4-6) of shared ownership housing as supported by the Housing Needs Survey and subsequent report. In addition, UDC confirmed the policy is to permit a very small number of open market homes in order to cross subsidise the affordable units. There is no science to this and each scheme is looked at individually with UDC requiring a viability assessment from developers to support any scheme.

UDC suggested they would not support a site that was not adjacent to existing housing and required any development to be assessable to village services, e.g. via highway footpaths. The Parish Council discussed possible sites that might be acceptable to UDC and noted that if no suitable site was offered by landowners then the project would not be able to move forward. There was further discussion on whether it was appropriate to write to village landowners asking if any are willing to work with the Parish Council on a small scale development. In conclusion the Clerk was asked to contact UDC to understand what process the Parish council is required to go through if it decides to call for suitable sites.

16/122 GREEN WASTE SKIP 2017

Cllr Davis proposed that High Easter Parish Council accepts Uttlesfords proposal to provide the Green Waste Skip in 2017 at the same cost of £1,188 for 18 one hour visits. The schedule proposed is as for 2016, Saturday mornings from 11.30am to 12.30pm. This was seconded by Cllr Sutton with all in agreement. The Clerk was asked to respond and to request whether it is possible for High Easter to receive the service on Sunday afternoons.

16/123 STANSTED AIRPORT

The CAA has invited the Parish Council to attend an information session on how the airspace change process will work in practice. The Clerk was asked to respond with apologies from High Easter Parish Council as work and

Signed
 Robert Lodge (Chairman Parish Council)

other commitments prevent any Cllrs from attending. The Clerk was asked to forward the invitation to EARAG to ask if they are able to attend.

At this stage there is no further guidance on the post implementation review on aircraft departure routes, due in February.

16/124 JUBILEE MEADOW

The Clerk has registered for two packs of the large garden and two packs of the small garden trees; 200 trees in total which are offered free to village groups from the Conservation Volunteers and they will let us know in due course if we are successful; after discussion the Clerk was asked to see if it is possible to amend the order to one large garden and one parkland pack. In addition, a former resident contacted Cllr Lodge with an offer of 10 small oak trees that had been grown from acorns taken from High Easter and Cllr Lodge supported a proposal to plant these in the Jubilee Wood.

The Parish Council authorised the Clerk to purchase 200 plastic tree guards (ultra violet proof) at a cost of 18p for a 60cm clear guard. The Clerk was also asked to purchase 200 stakes at a height of 4ft and a width of 25mm and the required number of ties (chain style).

A volunteer working group to carry out the work will be arranged for early March.

16/125 BUDGET 2017/18

After discussion Cllr Reeve proposed that the precept for 2017/18 be set at £10.192, this was seconded by Cllr Davis with all in favour; Clerk to submit.

16/126 TENDERS TO BE ISSUED FOR 2017

The Parish Council agreed to issue tenders as below, Clerk to arrange.

Verge cutting. (1 year contract)

Playing field grass cutting. (3 year contract)

Jubilee Meadow grass cutting and misc playing field maintenance, (consider further once the response to the questions in the public forum have been addressed.)

16/127 FINANCE

16.127.01 Cheques for Approval

Allison Ward - Parish Clerk December 2016	£ 237.12
Essex Association of Local Councils – Chairman’s Training Day	£ 85.00
Allison Ward – Drinks for Parish Lunch	£ 49.63

16/128 ITEMS FOR NEXT AGENDA – Nothing in addition

16/129 DATE OF NEXT MEETING Monday 6th February 2017.

TIME AND CLOSE OF MEETING 9.35pm