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MINUTES

Minutes of the Great Easton and Tilty Parish Council meeting held on Thursday, 28th July 2022 at 7pm in Great Easton Village Hall.

Present:

Councillors

Cllr T Martens (Chairman), Cllr J England (Vice Chairman), Cllr C Hurst, Cllr P Neale and Cllr D Hahn

Clerk: Kate Rixson

Four members of the public attended at 7 pm and three more at 7.10pm. Ward councillor Cllr Foley (Essex County Council and Uttlesford District Council) attended from approximately 7.30pm.

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| | The Chairman opened the meeting to the public at 7pm. |
| 07.22.01 | APOLOGIES FOR ABSENCE Apologies were received and accepted from Cllr Claxton who had a personal commitment elsewhere and Cllr Down who was away from home and recuperating from illness. |
| 07.22.02 | DECLARATIONS OF INTEREST None. |
| 07.22.03 | REPORTS ON PROGRESS ON ACTION POINTS FROM PREVIOUS MINUTES Measures to reduce speeding: The Chairman reported that a request for volunteers to join a Community Speedwatch team had been placed in the August edition of the Five Parishes Magazine, being distributed now. Those interested had been asked to contact the Clerk. Councillors were asked to encourage participation so that the project would be viable. It was noted that residents of Gallows Green had been requesting a speed limit since 2015. Village Hall dishwasher purchase/installation: Cllr Neale would be meeting the contractor the following week to arrange this. Village Green parking and damage from vehicles: The Chairman had been advised that the Highways Authority needed to authorise anything installed within a metre of the roadway, which would potentially affect measures taken to prevent parking, such as bollards. It had been agreed that residents' views should be obtained and a method of doing so was needed. He would continue to investigate what could be done Planning application 22/1198/HHF for Sage Cottage, The Endway (item 7.22.14 on agenda): The Chairman noted that an appeal had been validated by the Planning Inspector with a start date of 22 June 2022. The Inspector would make a decision on the basis of written representations. The council expressed concern about the contents of the letter of appeal. The Clerk was asked to make enquiries with the planning authority and the Planning Inspectorate. ACTION: CLERK |
| 07.22.04 | MINUTES The minutes of the meeting held on Thursday 16 th June 2022 were agreed to be a true record and were signed by the Chairman. |
| 07.22.05 | PUBLIC PARTICIPATION SESSION Request for speed limit in Gallows Green It was noted that this had first been requested in 2015 but that following speed monitoring (which found an average speed of less than 40mph) it had been refused by the highways authority. It was noted that following this refusal, Cllr Foley had applied via the Local Highways Panel which would obtain an engineer's report before making a decision. Residents observed that an average was misleading as while most drivers kept to suitable speeds, a few per day drove at high speeds, causing accidents. It was also noted that a recent report supplied with a planning application gave an average speed of 46mph. Cllr Foley explained that there was no fixed timescale for the Local |

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| | <p>Highways Panel decision, after they received the engineer's report, and he understood the frustration of residents. He would continue to pursue the matter.</p> <p>Planning application 22/1764/FUL</p> <p>See item 07.22.14 below</p> |
| 07.22.06 | <p>DISTRICT COUNCILLOR AND COUNTY COUNCILLOR REPORTS</p> <p>Cllr Foley was thanked for his emailed report on County Council business which had been circulated.</p> |
| 07.22.07 | <p>CLERK'S REPORT AND CORRESPONDENCE</p> <p>The clerk had circulated a written report to councillors which was taken as read. All email correspondence had been circulated to councillors.</p> |
| 07.22.08 | <p>MONTHLY FINANCIAL REPORT</p> <p>The Clerk reported the following payments since the meeting on 16 June 2022 (a full breakdown having been circulated and taken as read):</p> <ul style="list-style-type: none"> - From the Parish Council account: £5,786.23 - From the Village Hall account: £745.52 <p>These payments had all been made under a contractual arrangement, to comply with a statutory requirement or following a resolution of the council therefore did not require ratification or authorisation at this meeting.</p> <p>She also reported payments and receipts for the first quarter of the year, and the balances on the accounts, as follows:</p> <ul style="list-style-type: none"> - Parish Council: Income of £20,411.61 and payments of £14,724.22. Balance £38,278.35 - Village Hall: Income of £124.12 and payments of £4,759.45. Balance £36,066.04. <p>Calculations had been circulated and were taken as read.</p> |
| 07.22.09 | <p>TILTY CHURCH CAR PARK</p> <p>Members of the public and councillors expressed concern that the vehicle gate to the car park was now locked except during church services even though the church was open daily from 9 am to 5pm. It was noted that the code for the lock could be supplied to visitors who requested it but there were practical difficulties with this arrangement. The content of the letter from the Priest in Charge was noted and the legal basis for the Parochial Church Council's decision considered. After discussion of the effect on the community, the church, visitors to the church and abbey ruins and residents living near the church and abbey, the council agreed that the Clerk should send a letter concerning the legal position to the Chelmsford Diocesan Board of Finance (which is the registered proprietor), after consultation with the council. ACTION: CLERK</p> |
| 07.22.10 | <p>VACANCY ON COUNCIL</p> <p>Notice of the vacancy having been given and publicised for the required period, the council was now able to co-opt a candidate to the council. It was agreed that the vacancy should be advertised in the Five Parishes Magazine and on the council's website and noticeboards. ACTION: CLERK</p> |
| 07.22.11 | <p>GREAT EASTON VILLAGE HALL</p> <p>Concerns were expressed about the cost of maintaining the hall compared to the income generated from hirings, and therefore its viability in the long-term. After discussion it was agreed that the Clerk should report on the income and expenditure of the hall in recent years and that the council should work on a long-term plan for the future of the hall site and building. It was agreed that the matter should be on the agenda in September and a plan, to include local consultation, should be prepared for discussion in January 2023 if possible. ACTION: CLERK and COUNCILLORS</p> |
| 07.22.12 | <p>NEIGHBOURHOOD PLAN</p> <p>The Clerk reported that Uttlesford District Council would supply a map of the parish for verification by the council and in the meantime the council could approve the application after choosing a name for the neighbourhood area. It was agreed that the formal name for the area of the Neighbourhood Plan would be "Great Easton, Duton Hill and Tilty" and the Clerk was asked to complete the application. ACTION: CLERK</p> <p>It was noted that it would be desirable to display a map of the parish on the website and in the Village Hall. The Ordnance Survey map for the Plan could be the basis for this. ACTION: CLERK and CLLR HAHN</p> |
| 07.22.13 | <p>APPOINTMENT OF NEW CLERK</p> <p>It was resolved to appoint Kate Rixson as Clerk and RFO (Proper Officer) with effect from 1 July 2022 on the terms and conditions supplied to her in writing on 24 June 2022; and also resolved that she should</p> |

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| | <p>be appointed as a service administrator on the council's bank accounts. ACTION: CLERK and BANK SIGNATORIES</p> |
| 07.22.14 | <p>PLANNING APPLICATIONS FOR COMMENT</p> <p>UTT/22/1324/FUL Little Brocks (Pickford's Yard), The Endway, Great Easton – 6 dwellings with vehicular access. It was noted that this application was a substantial revision of the previous rejected application and that it addressed many of the points made in objections by the parish council and others. In particular it now included linear development with three houses facing the road, a 2m wide pavement and a roof-ridge height appropriate to neighbouring buildings. The planning case officer had sought the parish council's views and said that he was minded to recommend giving consent. Councillors and residents expressed concerns about future development plans. After discussion it was agreed that the council should acknowledge that the developer had adjusted the plans, make no objection to the application itself but comment on the finish, style and design of the development. Comments required by 2 August (by extension). ACTION: CLERK and CHAIRMAN</p> <p>UTT/22/1764/FUL Woodside Farm, Gallows Green Road CM6 3QS - 5 detached dwellings with garaging, parking and gardens, demolition of buildings and hardstanding/structures It was noted that the application had been called in to the planning committee by Cllr Tayler and that the council has an extension of time to 2 August to submit its comments as consultee. In discussion and with contributions from members of the public, concerns were expressed about the scale and size of the properties (which were up to 46m wide and with a roofline 3m higher than the buildings they would replace), the effect on the setting of the neighbouring listed building, the harm the development would cause to the amenity of neighbouring properties, loss of privacy and the effect on water supply. It was noted also that the location was not sustainable, taking into account the lack of facilities in the area and that journeys other than by car were unlikely. The conclusions of the conservation report by Place Services were noted. It was also noted that, as yet, the Highways Authority had not reported but that the development site was affected by speeding vehicles as discussed above (Item 07.22.05). After discussion it was agreed that an objection would be submitted by the parish council reflecting the issues raised in the meeting. ACTION: CLERK and CHAIRMAN</p> <p>UTT/22/1859/DFO – Annexe at The Folly, Broxted Road, CM6 2HN - 2-storey detached dwelling with garage etc – details following outline consent. After discussion it was decided to raise no objection to this revised application. ACTION: CLERK</p> <p>UTT/21/2921,-2,-3,-6,-7 – Land rear of Marshes, Cherry Street, Duton Hill – change of use to vehicle repairs and commercial storage (revised applications) – It was noted that the parish council had already submitted comments on these retrospective applications, and it was agreed that the council's previous objections and comments still applied and should be resubmitted. ACTION: CLERK and CHAIRMAN</p> |
| 07.22.15 | <p>PLANNING DECISIONS REPORTED AND NOTED</p> <p>It was noted that the planning authority's weekly list of applications made and decisions taken, including applications for permission to work on trees subject to tree preservation orders, had been circulated. In particular the following matters were noted:</p> <p>UTT/22/1198/HHF – appeal - see 07.22.03 above.</p> <p>UTT/21/3593/CLE – application for certificate of lawfulness (previous certificate quashed by High Court on 11 May 2022). The original application remains undecided. The parish council lodged an objection in January 2022. The clerk has spoken to the case officer, has confirmed that the council maintains its objection and asked that it be taken into account. Although the officer promised to update the clerk after his meeting with the development manager on Friday 15 July, there had been no further contact or information. The chairman has therefore written to Peter Holt (CEO at UDC) to ask him to ensure the planning officers engage with the parish council and explain what actions they propose to take. Cllr Foley is aware of the issue.</p> <p>UTT/19/1777/FUL – appeal against refusal of a traveller site in Brick End, Broxted. It was noted that the Planning Inspector had granted the appeal, with several pre-commencement conditions.</p> |

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| | <p>UTT/22/1993/FUL – land adjoining The Forge, Duton Hill, 2 dwellings with garages and amended access. It was noted that this application had been validated/notified to the parish council too late for consideration at this meeting and that comments were due by 22 August, i.e. before the next meeting. The Clerk would request an extension of time for comments and report to councillors to enable an extraordinary meeting to be called if necessary. ACTION: CLERK</p> |
| 07.22.16 | <p>REPRESENTATIVES' REPORTS</p> <p>On Highways issues, Cllr Foley reported that a flood depth gauge had been promised for the Duton Hill bridge over the River Chelmer, by the Local Highways Panel. A large number of potholes on the B184 had been repaired in the first quarter of 2022.</p> <p>A member of the public asked the council to ensure the pavement from Duton Hill to Great Easton Primary School was made passable as hedges were overhanging and the surface was damaged. It was agreed that the Highway Rangers should be asked to trim back the hedge and repair. ACTION: CLERK</p> <p>Open spaces and play areas: Cllr Hurst reported that a zipwire was being installed at Duton Hill playground and should be operational from 8 August.</p> <p>Cllr Martens suggested aiming to install more play equipment at the Great Easton play area, for which grant-funding should be sought.</p> <p>Community activities: the Village Games had now started, with an opening ceremony on Sunday 24 July, and were going on until 6 August. The annual Great Easton Community Association soapbox race was scheduled for 3 September, weather permitting. The road through Great Easton would be closed for the day.</p> <p>Dunmow United Football Club: Cllr Martens reported that the club had approached the local landowner about enlarging the area for the club.</p> |
| 07.22.17 | <p>ITEMS FOR INCLUSION ON NEXT MONTHS AGENDA OR IN FIVE PARISHES MAGAZINE</p> <p>See 07.22.11 above – Village Hall</p> |
| 07.22.18 | <p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 29th September 2022 at 7pm in the Village Hall.</p> |
| | <p>There being no further business, the Chairman closed the meeting at 8.55pm.</p> |

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