

Email: parish.clerk@greateastonparishcouncil.co.uk

Web: www.greateastonparishcouncil.co.uk

MINUTES

Minutes of the Great Easton and Tilty Parish Council meeting held at 7pm on Thursday 29 September 2022 in Great Easton Village Hall.

Present:

Councillors

Cllr T Martens (Chairman), Cllr J England (Vice Chairman), Cllr M Claxton, Cllr D Hahn, Cllr C Hurst (up to 29/09.22.09 as minuted) and Cllr P Neale. Following item 29/09.22.03, Cllr D Lawson.

Clerk: Kate Rixson

Two members of the public.

	The Chairman opened the meeting
29/09.22.01	APOLOGIES FOR ABSENCE No absences. Cllr Hurst's departure after item 29/09.22.09 was approved.
29/09.22.02	DECLARATIONS OF INTEREST None.
29/09.22.03	CO-OPTION TO FILL CASUAL VACANCY No call for an election having been received, the council resolved unanimously to co-opt Mr David Lawson to the council to fill the casual vacancy in Duton Hill ward created by the resignation of Cllr Nicole Thake. The declaration of acceptance of office was signed by Cllr Lawson and witnessed by the clerk. He then joined the meeting. Cllr Lawson made no declarations of interest in the business on the agenda.
29/09.22.04	MINUTES OF MEETINGS ON 27 JUNE AND 1 SEPTEMBER 2022 The minutes of the 27 th June and 1 st September 2022 meetings were approved as an accurate record and signed by the chairman.
29/09.22.05	PUBLIC PARTICIPATION SESSION At the chair's discretion, members of the public commented on agenda items 9 (action points from previous meetings) and 13 (the Neighbourhood Plan).
29/09.22.06	DISTRICT AND COUNTY COUNCILLORS' REPORTS Cllr Foley had been in correspondence on planning and other district and county issues but was unable to attend tonight.
29/09.22.07	TO CONSIDER CEASING TO ENGAGE WITH UTTLESFORD DISTRICT COUNCIL ON PLANNING ISSUES The council discussed recent experience of putting forward the parishes' views on planning applications, in its capacity as a consultee. The Clerk reported on the Parish Forum planning liaison meeting on 20 September which had discussed the planning department's intention to improve communication to parish councils, but where it had been acknowledged that the department was below strength. The council considered <ul style="list-style-type: none"> - the lack of response from UDC, including when specifically promised, when issues and questions had been raised - whether the decisions made on planning applications took account of the council's considered comments on planning issues, the strength of local opinion as expressed by the council as local representatives, and local knowledge passed on by the council which could help inform the planning officers' decision-making

	<p>- whether the district council as planning authority appreciated the extent to which the parish council was held accountable by residents for decisions made by UDC which the parish council appeared unable to influence.</p> <p>It was agreed that a letter should be sent (after being reviewed by councillors) to the Chief Executive (Peter Holt) and Head of Planning (Dean Hermitage) at Uttlesford District Council advising that the council was considering withdrawing from the usual consultation process on planning applications, and inviting them to discuss this in a meeting. ACTION: Chair, Clerk.</p>
29/09.22.08	<p>CLERK'S REPORT AND CORRESPONDENCE and planning liaison meeting.</p> <p>The planning liaison meeting (Parish Forum) was reported on above 29/09.22.07. The Clerk's Report had been circulated and was taken as read (annexed to these minutes).</p>
29/09.22.09	<p>REPORTS ON ACTION POINTS FROM PREVIOUS MEETINGS</p> <p>Proposed Speedwatch team: the minimum ten people have not yet come forward. It was agreed to contact the area Police Community Support Officer to request a speed-trap be set up, and to contact Mrs Messer to suggest reviewing setting up a Speedwatch team early in 2023 with a new recruitment effort then. ACTION: Clerk</p> <p>Village Hall dishwasher: Cllr Neale was going ahead with the installation. ACTION: Cllr Neale</p> <p>Village Green verge damage and parking: The council had previously concluded that Essex Highways would not allow measures such as bollards or barriers. Damage to drains as well as verges was noted, and that street-parking increased the problem as agricultural vehicles struggled to get past without driving on the green. It was agreed the Clerk would ask Essex Highways if any prevention measures by the parish council were permissible. ACTION: Clerk</p> <p>Tilty Church car park closure: The chairman noted that residents could be assured that the parish council had never suggested or wished for the land next to the church to be available as a public car park. The council was aware from the Land Registry entries that the land was not in public ownership, being held by the Chelmsford Diocesan Board of Finance as a trustee, and that it was affected by a covenant limiting its use to visitors to the church.</p> <p>It was noted that emails had been received since the last meeting from residents of properties near the church. These had been circulated to all councillors by the clerk.</p> <p>The concerns expressed in the emails, the arrangements for vehicle access, and the position of others affected by the availability or otherwise of parking on this site, were considered and discussed. It was noted that although the council had been passed a copy of a letter concerning access, it had no direct information as to the basis for the decision to keep the vehicle gate locked except when the church was in use. It had access only to the public Land Registry entries for information on the legal position. It had therefore decided at its meeting on 28 July to write to the legal owner for details. It was confirmed that the clerk should provide a revised draft letter for councillors to consider. ACTION: Clerk</p> <p>(Cllr Hurst left the meeting at this point due to another commitment.)</p> <p>Involvement of Highway Rangers in local highways works: Cllr Foley had asked Essex Highways about direct access for parish councils to this service. There had been no response as yet but it appeared it was no longer possible to have minor highways work done (e.g. the hedge-cutting on the B184 which had been requested in July). Any information received would be reported to the council. ACTION: Clerk</p>
29/09.22.10	<p>MONTHLY FINANCE REPORT (PARISH COUNCIL ACCOUNT)</p> <p>A breakdown by category of spending and income, from 1 April to 31 July 2022 (as the bank statement for 31 August was not yet available), had been circulated to councillors and was taken as read. It showed total income (including the first half of the precept) of £20,411.61 and total outgoings of £18,474.74 plus £1,583.02 VAT (VAT can be reclaimed). The balance on the current account on 1 August 2022 was £33,916.81. It was noted that the second half of the precept had been paid on 21 September 2022.</p> <p>Payments were approved as follows:</p> <p>Hedge-cutting, Brocks Mead (paid July) : £300</p> <p>Waste collection at Laundry Lane £8.41 x 26 times a year: £218.66</p> <p>Registration with the Information Commissioner's Office (annual by direct debit): £35</p> <p>Membership of the Rural Community Council of Essex (annual, includes VAT): £72.60</p> <p>The list of payments authorised was signed by two councillors.</p>
29/09.22.11	<p>VILLAGE HALL</p> <p>Finance: A summary of income and spending by category, from 1 April to 31 July 2022 (as the bank statement for 31 August was not yet available), had been circulated to councillors and was taken as</p>

	<p>read. Total income was £124.12, but there were several new bookings in September. Outgoings were £4,992.51. It was noted that this period was not representative and it was agreed that the clerk should provide a summary of income and outgoings at each meeting from now on. ACTION: Clerk</p> <p>Payments were approved as follows by councillors sitting as trustees: Five Parishes Magazine advert for the hall as venue (paid September): £105 Cutting hedge behind Hall (paid August): £200 Repairs to lights (paid August): £45</p> <p>The list of payments authorised was signed by two councillors. The balance on the hall current account on 1 August 2022 was £35,701.68.</p> <p>Future plans: Councillors discussed the future of the hall as a venue and for other uses. It was noted that plans were at the earliest stage. While the hall was used regularly by some local users, for whom it was very valuable, it is underused in relation to the running costs and maintenance. Eventually funding might be available under a s106 agreement if there is more housing development in the parishes (for example under the revised Local Plan) but even with further investment in the hall it may still not attract more hirings. Discussions with adjoining parishes which have their own halls may be useful. Councillors were asked to give some thought to suitable future plans. ACTION: All</p>	
29/09.22.12	<p>BANKING ARRANGEMENTS</p> <p>It was resolved to appoint Cllr England as a signatory to the bank account alongside Cllr Martens and the clerk, and to remove former office-holders and the former clerk who remained as contacts or signatories. The clerk will deliver the remaining documents to the bank in Chelmsford. Consideration of opening a third bank account was deferred to a later meeting. ACTION: Clerk</p>	
29/09.22.13	<p>NEIGHBOURHOOD PLAN</p> <p>The chairman reported that the combined parishes of Tilty and Great Easton (incorporating Duton Hill) are now designated as the area for the Great Easton, Duton Hill and Tilty Neighbourhood Plan. A map is on the website which shows the boundary. The council should now set up a working group with volunteers and councillor representatives.</p> <p>It was pointed out that although preparing the Plan through to acceptance may take 3 years, people could participate for a period of time which suited them, to contribute their knowledge at a particular stage. It was for the whole community to have its say on development including where houses should be positioned, and residents were asked to get involved. A member of the public expressed strong interest in participating. It was hoped to work with neighbouring parish councils whose parishes were also designated, Broxted and Little Easton.</p>	
29/09.22.14	<p>PLANNING APPLICATIONS TO CONSIDER</p> <p>UTT/22/2240/FUL Great Easton Primary School turning curcle in car park. The council supported this. UTT/22/2637/LB The Barn New Farm, Dunmow Road listed building consent for internal alterations. The council had no objection to this.</p>	
29/09.22.15	<p>PLANNING DECISIONS AND PROGRESS ON OTHER PLANNING MATTERS TO BE REPORTED AND NOTED</p> <p>It was noted that in future the clerk would report progress on planning applications in a separate document. In the meantime it was reported as follows, as at the date of the meeting:</p> <p>UTT/22/1198/HHF, PINs Appeal ref 3301002 Sage Cottage, The Endway, CM6 2HG – garden structure Appeal to be decided on written representations (with no opportunity to make additional comments). Decision awaited, no date for a conclusion.</p> <p>UTT/21/3593/CLE The Sparrows, Duck Street, Cox Hill CM6 2HL – application for certificate of lawfulness for garage outbuilding – decision still awaited</p> <p>UTT/22/2143/HHF Grange Barn, The Endway – extension – now approved</p> <p>UTT/22/1993/FUL Land adjoining The Forge, Duton Hill – 2 dwellings - application withdrawn (council’s objection had been lodged beforehand). The collapse, during works, of the framework of the barn next to the site was noted.</p> <p>UTT/21/2922/FUL Rear of Marshes, Cherry St – commercial development (retrospective applications) – decisions awaited.</p>	
29/09.22.16	<p>TO RECEIVE REPRESENTATIVES’ REPORTS (FOR ITEMS NOT SHOWN SEPARATELY ON THE AGENDA)</p> <ul style="list-style-type: none"> • Planning – see 29/02.22.15 above. To be reported separately from next meeting 	

	<ul style="list-style-type: none"> • Village Hall – also see 29/09.22.11 above. The chairman reported that a local resident had agreed to assist with management. This was approved by the councillor-trustees who agreed to review the arrangement after Christmas. • Open spaces including playing fields and play areas – a member of the public has raised concerns about the condition of the slide in the Great Easton play area. The need for repairs and replacement of play equipment was discussed. Problems caused by repeated flooding of the field were considered. Action was agreed as follows: ACTION: Cllr England to approach local firm to repair slide; Cllr Neale to involve Great Easton Community Association in fundraising plans; Clerk to arrange inspection Hogweed had been sprayed in the Spring and no further growth was expected this year. • Footpaths, road safety and highways – it was noted that lengths of wood had been placed on the road verges in some places in the lane leading to the church in Tilty. As this was contrary to what was allowed on the highway and was causing parking problems, Essex Highways should be contacted . ACTION: Clerk • Airport – membership of Stansted Airport Watch enables the council to keep up to date. If any councillor wishes to take the role of airport representative they should tell the clerk. • Community activities and events – SoapBox Race organised by the Great Easton Community Association had taken place on 3 September and raised about £5,000, half of which was being donated to charity. A fireworks display was being considered although more volunteers were needed. There would be a wine-tasting event at the pub and a quiz in December. The AGM takes place on 4 October at the hall and monthly coffee mornings continue. Duton Hill Community Association has successfully install a zipwire at the Duton Hill playground. Its AGM had taken place on 8 September and it was noted that a Christmas Dinner was planned for 13 December and the Duton Hill Funday on 30 April 2023. • Dunmow United Football Club – it was noted that the club played the first games in the season last week at both Laundry Lane and the Burns playing field. • IT, website and social media – as noted at 29/09.22.13 above, an Ordnance Survey map of the parishes of Tilty and Great Easton was now on council’s website and could be magnified. The website had had to be amended for Operation London Bridge following the death of Queen Elizabeth II. The clerk thanked Cllr Hahn for responding very promptly and producing an additional landing page for the period of national mourning.
29/09.22.17	<p>ITEMS TO NOTE, FOR INCLUSION ON NEXT MEETING’S AGENDA OR IN FIVE PARISHES MAGAZINE</p> <ul style="list-style-type: none"> - The clerk advised the council that there was a vacancy for the Tilty parish ward. The chairman noted that section 85 Local Government Act 1972 stipulates that an elected member who does not attend meetings for a period of six months will no longer hold office. The former councillor was contacted on two occasions, by both the locum and the permanent clerk as well as having a one-to-one discussion with the chairman regarding non-attendance. The councillor subsequently took the decision to resign from the parish council on 3 September 2022. The vacancy had been notified to Uttlesford District Council as principal authority, and notice had been given to ward electors of the right to call for an election. - For the parish magazine, an invitation to be involved in the Neighbourhood Plan ACTION: Clerk
29/09.22.18	<p>DATE OF NEXT MEETING Thursday 27 October 2022</p>
29/09.22.19	<p>DISCUSSION OF STAFF MATTERS The council resolved to exclude the public and press to enable the discussion of staff contracts. The decision is confidential as it relates to personal data.</p>
	<p>There being no further business, the Chairman closed the meeting at 9.30pm.</p>