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## MINUTES

Minutes of the Great Easton and Tilty Parish Council meeting held at 7.00pm on Thursday 16 November 2023 in Great Easton Village Hall.

### Present:

#### Councillors

Cllr T Martens (Chairman), Cllr M Benterman, Cllr C Hurst, Cllr P Neale and Cllr J Stevens.

Clerk: Kate Rixson

Three members of the public attended.

	The Chairman opened the meeting at 7 pm
11.23.01	<b>Apologies for absence</b> Apologies were noted, and the reasons accepted by resolution, from Cllr Hahn and Cllr England.
11.23.02	<b>Declarations of interest</b> No interests were declared.
11.23.03	<b>Minutes of meeting on 26 October 2023</b> The minutes of the council meeting on 26 October 2023 were approved as an accurate record and signed by the chairman.
11.23.04	<b>Chair's report and receiving reports on progress for items not listed separately on the agenda</b> <ul style="list-style-type: none"> <li>• <b>Highways</b> – overhanging hedges at Snow Hill. Cllr Neale reported that the owner had advised him that the length of hedge alongside the former Snow Hill Nurseries had been cut back. The remainder of the hedge is not in their ownership however. Cllr Neale was thanked for his work on this issue.</li> <li>• <b>Village Green</b> – The clerk had been told that Essex Highways would not be able to review or advise on options. It was agreed that information on obtaining an independent consultant's view should be obtained. <b>Action: Clerk</b> The clerk reported that the recommended monumental masons thought the names could not be repainted directly but granite panels with names cut into them could be attached. It was agreed to seek other opinions. <b>Action: Clerk, Cllr Neale</b></li> <li>• <b>Parking next to Tilty church</b> – The new archdeacon was now in post but no contact details were available yet. <b>Action: Clerk, Chair</b></li> </ul>
11.23.05	<b>Public participation session</b> A member of the public raised concerns about work recently carried out on the river Chelmer adjacent to the Brocks Mead open space. Questions were also raised concerning repairs to the hall and the council as trustee of the Hall Fund charity. Responses were provided by the chair and clerk. The council received further information about issues in the draft Local Plan which had been published for consultation (under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012) on 3 November. <b>Item 13</b> on the agenda was considered at this point and it was decided after detailed discussion to raise questions with the planning authority before responding: the effect of a Neighbourhood Plan on the housing allocation in the parish needed to be established, it was noted that 138 houses had been allocated but it should be established whether these were to be located in the parish area or only in the village of Great Easton, and the boundary of the area described as Great Easton in the draft Plan was not clear. The planning authority also seemed to have relied unduly on the 316 bus route and facilities in both Great Easton and Duton Hill to define Great Easton as a sustainable location as a "larger village". <b>Action: Clerk</b>

11.23.06	<p><b>District and County Councillors' reports</b></p> <p>Cllr Foley (District and County Councillor) attended and contributed to the discussion of the draft Local Plan, mentioning in particular the opportunity to encourage affordable and social housing and to respond to the proposals on those topics in the draft Plan.</p> <p>It was noted that the consultation would end on 18 December and that the issue was on the agenda for the Thaxted area parish forum with the Uttlesford District Council CEO and head of planning on 20 November.</p>																				
11.23.07	<p><b>Clerk's report on items not listed separately on the agenda, and correspondence</b></p> <p>The clerk had not provided a written report but had kept councillors circulated with correspondence since the last meeting.</p>																				
11.23.08	<p><b>Financial Reports and Decisions</b></p> <p>A summary and note of the bank balance at 31 October 2023 had been circulated to councillors and was tabled. Bank statements to 31 October 2023 had been reconciled with the cashbook.</p> <ul style="list-style-type: none"> <li>• <b>Income and payments for the year to date (1 April to 30 September)</b> Total income to 31 October 2023: £49,119.16 – precept paid in full, VAT refund received. Total outgoings to 31 October 2023: total £37,721.42 plus VAT £2,499.53, total £40,220.95</li> <li>• <b>Balances:</b> The TSB current account held £37,078.81 and the NS&amp;I account held £3,335.36 as at 31 October 2023, a total of £40,414.17.</li> <li>• <b>Payments to note and approve</b> A list of payments to note or approve had been circulated. Payments were approved unanimously as follows:</li> </ul> <table border="1" data-bbox="328 875 1445 1151"> <thead> <tr> <th>Date due</th> <th>Purpose</th> <th>Net of VAT</th> <th>VAT</th> <th>£ Incl VAT</th> </tr> </thead> <tbody> <tr> <td></td> <td>clerk's mileage, post, phones</td> <td>141.10</td> <td></td> <td>141.10</td> </tr> <tr> <td>01-Jan-24</td> <td>Membership of Society of Local Council Clerks (apportioned with Broxted Parish Council)</td> <td>120.32</td> <td></td> <td>120.32</td> </tr> <tr> <td>04-Oct-23</td> <td>War Memorial clean</td> <td>1,875.00</td> <td>375.00</td> <td>2,250.00</td> </tr> </tbody> </table>	Date due	Purpose	Net of VAT	VAT	£ Incl VAT		clerk's mileage, post, phones	141.10		141.10	01-Jan-24	Membership of Society of Local Council Clerks (apportioned with Broxted Parish Council)	120.32		120.32	04-Oct-23	War Memorial clean	1,875.00	375.00	2,250.00
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11.23.09	<p><b>To consider and approve draft budget and set the precept</b></p> <p>It was resolved unanimously to defer this item to the next meeting, after the principal authority had issued the tax base ready-reckoner, so that the effect on council tax could be considered.</p>																				
11.23.10	<p><b>To adopt the NJC/NALC pay award for clerks for 2023-24</b></p> <p>This was a contractual commitment and was approved.</p>																				
11.23.11	<p><b>To consider attendance at forthcoming meetings</b></p> <ul style="list-style-type: none"> <li>• Thaxted area forum for parish and town councils, 20 November: clerk</li> <li>• Stansted Airport Watch Special General Meeting, 29 November: to ask airport representative to attend if possible.</li> </ul>																				
11.23.12	<p><b>Planning applications, decisions and progress on planning matters</b></p> <p>A schedule of the outcome of previous applications was supplied.</p> <p>The following new applications had been made:  <b>CC/UTT/93/23, UTT/23/2769/CC – Great Easton Primary School – new teaching block</b>  <b>23/2781 and 2 – Kearsays Barn – cart lodge conversion into residential annexe</b>  <b>23/2812 – Ayletts – change house design (approved under 23/1081/FUL)</b>  <b>23/1794 – Bell Mills – 2 new dwellings – revised plans</b></p> <p>It was decided not to comment on these applications.</p>																				
11.23.13	<p><b>To consider a response to the draft Local Plan</b></p> <p>See 11.23.05 above.</p>																				
11.23.14	<p><b>To consider steps to be taken for the Neighbourhood Plan</b></p> <p>It was agreed that the allocation of housing in the Great Easton area in the draft Local Plan meant it was essential for local residents to join together to prepare a Neighbourhood Plan as soon as possible. Publicity was needed in the New Year including a mailing to all residents. <b>Action: Clerk</b></p>																				

11.23.15	<p><b>To receive representatives' reports (for items not shown separately on the agenda)</b></p> <ul style="list-style-type: none"> <li>• <b>Open spaces including playing fields and play areas</b> Cllr Neale reported that the welder he had approached had the appropriate experience but had turned down the work.</li> <li>• <b>Footpaths, road safety and highways</b> – no new issues</li> <li>• <b>River interests</b> – no new issues</li> <li>• <b>Airport</b> – Stansted Airport Watch had fixed a Special General Meeting for 29 November to restructure the organisation into a trust.</li> <li>• <b>Community activities and events</b> — no new issues</li> <li>• <b>Dunmow United Football Club</b> — no new issues</li> <li>• <b>IT, website, social media and communications</b> – Cllr Benterman noted that the new website was very attractive, accessible and easy to use and the full council agreed. Cllr Hahn was thanked for his work on this.</li> </ul>
11.23.16	<p><b>Items for next meeting's agenda and in the Five Parishes magazine</b></p> <p>The clerk was asked to find out how many leaflets would be needed for insertion in the magazine, to ensure delivery to all residents of Great Easton and Tilty parishes.</p>
11.23.17	<p><b>DATE OF NEXT MEETING</b></p> <p>Thursday 25 January at 7pm.</p>
11.23.18	<p>There being no further business the meeting was closed at 9.45 pm.</p>