

MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING

**Held on Tuesday, 6th November 2018 at 7.30pm in the
South Hall, New Village Hall, Crawley End, Chrishall.**

PRESENT: Cllr David Thomas (chairman), Cllr Ian Pitfield, Cllr Jane Holloway, Cllr Steven Parish, Cllr Stephen Foote, Cllr John Kay, Cllr Tracey Slade, Cllr Sheena Lashko.

Clerk: Belinda Irons

PUBLIC: None

18.140 Apologies for absence: None

18.141 Other absences: Members absent without offering apologies: none.

18.142 Declaration of Members Interests:
(disclosable pecuniary/pecuniary/non-pecuniary)

Cllr Jane Holloway: School Governor: personal

Cllr John Kay: Village Hall Committee: PC representative

18.143 Parish Council Vacancy: Co-option: A letter has been received from Uttlesford District Council which indicates co-option will not be necessary post 7.11.18 due to the Local Government elections which will take place on the 2nd May 2019.

The Parish Council will take the opportunity to write a policy around co-option for the incoming Council.

18.144 Minutes of Previous Meetings: 2nd October:
Minutes of the meeting were agreed as a true and correct record of the meeting and were duly signed.

18.145 Public Discussion: limited to 15 minutes

Highway drains have been cleaned except two in Church Road.

Use of the pavilion.

Flytipping: High Street: a person unknown fly tipped next to a skip located on private land.

18.146 Planning: Cllr Holloway

UTT/18/2906/FUL Land East of Long View Mill Causeway

Proposed new dwelling including access from Mill Causeway, off-street car parking, external amenity space and associated development

Planning application: objection: outside village development boundary in the rural area beyond the Green Belt, not compliant with NPPF sustainability strand.

UTT/18/1822/OP 62 High Street
Outline application with all matters reserved for the demolition of the existing garage and development of up to 2 dwelling houses
Permission granted.

UTT/18/2753/FUL Cedar House, Broad Green
PROPOSAL: Vary of condition C.6.12 of UTT/1829/04/FUL ('Reconstruction of existing barn and garaging to provide single storey annex and garaging') to change the wording to 'The building hereby permitted shall be considered as an integral part of the site known as Cedar House and this single planning unit shall not be subdivided, separated or altered so as to create two or more dwelling units.
No objection

Stansted Airport:
UTT/17/1640/SO Scoping Option under Town and Country Planning Act (Environmental Impact Assessment) Regulations 2017: proposed increase in annual passenger numbers to 44.5 million:
The Parish Council agreed to support the Stop Stansted Expansion objection. The Chairman will draft a letter. **ACTION: DT**

Appeal: Barleymans, Crawley End: UTT/18/0286/LB
Demolition of garage and erection of single storey extension with link extension to main dwelling APP/C1570/W/18/3203281

18.147 Members Portfolio Reports:

Cllr Thomas
Village communications: Cllr Kay to update

Environmental report: Fly tipping: it is recommended that photographs need to be taken of any fly tipping and this should then be sent to UDC and the Police. Photographs should also be taken of any perpetrators and their vehicles.

Cllr Holloway: Chrishall Primary School: update
There is a School Governor vacancy which will be advertised in the newsletter.

School Christmas Market: fliers to be inserted in the newsletter. Cllr Foote will liaise with the school. **ACTION: SF**

Cllr Pitfield: Highways update
Speed: site meeting requested with HCC & UDC: no update

ECC Highways devolution of works to Parish: no update

20mph speed limit: Cllr Pitfield reported he has been in liaison with ECC and an application form will be emailed to the clerk for completion. **ACTION: CLERK**

Cllr Kay

Village Hall Committee: report: the Village Hall Committee indicated that it wanted to remove the wall fronting the highway in Crawley End, and replace it with a post and rope delineation, and requested the Parish Council pay half the costs. The Parish Council has full legal responsibility for all boundary fencing. No details were supplied to the meeting, except that this would be a cosmetic installation, rather than a security installation. Cllr Kay advised quotes had been supplied to the Village Hall Committee. No quotes or estimates were presented to the meeting. The Clerk reminded the Council that the security of the site has been discussed with a recommendation for a height barrier to prevent high sided vehicles accessing the car park, which would offer protection against unwanted parking or intrusion into the car park and other areas. Cllr Slade recommended the security of the site be reviewed. Cllr Kay will speak with the Village Hall Committee on this item.

Play area: slip hazard: action: Cllr Kay has cleaned the matting and sprayed it with a non-toxic algae removal product 2 weeks ago.

Village website: meeting update: Cllr Kay will organise the meeting.

Cllr Foot

Legal, contract & administration

Jigneys boundary: gates on meadow/ ownership: a letter has been hand delivered to properties bordering the Meadow. No correspondence on this issue has been received.

Signage relating to permissive access has been installed.

The High Street access gate is broken and needs replacement.

Emergency Plan: UDC does not have an Emergency Plan Co-ordinator. The Chrishall Emergency Plan will be updated and provided to the new Co-ordinator as necessary.

Cllr Parish

Superfast Broadband / Gigaclear

Roads in the Parish are being dug up in an apparent random manner to enable installation of fibre. All groundworks should be completed by April 2019. Cllr Slade raised the issue of health concerns surrounding 5g installations which are along the A10 up to Reed.

Cllr Parish advised he will clear ivy from the bus shelter and advise on any repairs necessary.

Cllr Slade

Youth Club update: 22 youngsters attended the Halloween Party and had a great time. This event was specifically timed not to conflict with another event taking place in the village.

Cllr Slade thanked a parishioner for providing posters and fliers to advertise the event.

Youth Club will take place every Wednesday evening from 6-8pm.

Pavilion: user group meeting update: Cllr Slade advised she is scheduling a meeting for all users to discuss timetabling and the use of the central and ancillary areas, storage, security, building improvements including lighting and heating, and protection of the property from physical impacts. The Clerk needs to be advertised as the main contact.

Cllr Lashko

Community initiatives: a working party is required to bring any events forward.

Methodist burial ground: awaiting information.

18.148 Finance

Finance Summary:

Year End Balances:

Balance Brought Forward:	£38,032.59
Plus income April	£15,800.00
Less expenditure April	£7,795.74
TOTAL:	£46,036.85

Balance Brought Forward:	£46,036.85
Plus income May	£2,971.00
Less expenditure May	£1,928.75
TOTAL:	£47,029.10

Balance Brought Forward:	£47,029.10
Plus income June	£3,068.74
Less expenditure June	£4,670.46
TOTAL:	£45,477.38

Balance Brought Forward:	£45,477.38
Plus income July	£15,197.16
Less expenditure July	£20,141.10
TOTAL:	£40,474.44

Balance Brought Forward:	£40,474.44
Plus income Aug	£0.00
Less expenditure Aug	£6,977.80
TOTAL:	£33,495.64

Balance Brought Forward:	£33,495.64
Plus income Sept	£15,000.00
Less expenditure Sept	£1,117.97
TOTAL:	£47,377.67

Bank signatories update: documents have been sent to the bank but no response has been received.

Budget & Precept: update: the Clerk has produced a detailed spreadsheet and budget statement which has been distributed to Councillors by email.

The Clerk asked Councillors to review the documents and make recommendations as soon as possible, as the precept must be submitted to Uttlesford District Council by mid-January 2019.

18.149 Clerk's updates:

Pavilion:

Sign from High Street: ongoing

Cleaning: there is an agreement that the Cricket Club will clean the pavilion in exchange for free use of the building. This agreement appears to have lapsed. Cleaning will be discussed at the user group meeting.

Heating & insulation: quote received R Burns: further quotes will be sought.

New rear doors needed: quotes will be sought.

Play Area:

Annual safety assessment: recommendations: documentation has been sent to the play area contractor. The Clerk will chase for prioritised recommended works. **ACTION: CLERK**

Highways issues:

Church Road: drain blocked: scheduled for major works
 Reported: 2500491: on ECC website as 2501345:
 not requiring immediate action. To be completed
 by end November 2017. Chased Cllr Moran 7.2.18
 & 22.2.18

Highway resurfacing: Drains remain blocked: will result in damage to new surface: email sent to Cllr Moran 13.9.18

Abrams Lane: hedge overgrown: ECC report no. 2591807.

Bury Lane/B1039 junction: overgrown vegetation: EEC report no. 2591808

Football posts for Jigneys:

PROPOSAL: That Chrishall Parish Council herewith agree to purchase football goalposts with nets and appropriate safety padding to enable football to be played on Jigneys Meadow.
RESOLUTION NOT CARRIED.

Following discussion, Councillors agreed that Cllr Slade will obtain quotes for goal posts which can be packed away and used by the Youth Club and other youth orientated groups. **ACTION: TS**

18.150

Village Hall Agreement:

The agreement was distributed to Councillors by email.
Councillors agreed the document was fit for purpose.

PROPOSAL: That Chrishall Parish Council herewith agrees the revised Chrishall Village Hall Committee Management Agreement. PROPOSED: Cllr Pitfield, seconded Cllr Slade.
AGREED AND RESOLVED UNANIMOUSLY.

The Chairman signed the document at the meeting.

The Clerk will take a photocopy and deliver the original to the Secretary of the Village Hall Committee.

18.151

WWI: update:

The Clerk advised the Chrishall History Archive Group will read a poem, and also speak about those local men who lost their lives in the conflict, and also about those who returned. Cllr Slade will lay the Parish Council wreath, and present the book written by Cllr Kay and a parishioner to the History Archive Group at the event which will follow the 2 minute silence.
The WI will also lay a wreath.

A cleaning party will meet on Thursday, 8th November to wash down the memorial.

Cllr Slade had emailed Councillors suggesting that a commemorative bench is purchased but had not received a response. This will be an item for the next agenda.

ACTION: CLERK

18.152

Correspondence

UDC: Local Plan: Addendum of focussed changes consultation to 27.11.18

UDC: Parish Cluster meetings

EALC: Meet the Chief Constable: 20.11.18

Chrishall Village Hall Committee: revised management agreement

18.153 Date of next Parish Council Meeting: Tuesday

Extraordinary Meeting: 20th November 2018.

Local Government Election: 2nd May
Declaration of Members Interests to UDC by 4th June

2019:

8th January, 5th February, 5th March, 2nd April, 7th May (APM & APCM), 4th June, 2nd July, 3rd September, 1st October, 5th November.