

**MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING**

**Held on Tuesday, 29<sup>th</sup> January 2019 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 Stephen Foote, Cllr John Kay, Cllr Sheena Lashko, Cllr Guy Rackham, Cllr Tracey Slade.

Clerk: Belinda Irons

PUBLIC: 4

19.19 Apologies for absence: none

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

19.21 Parish Council Vacancy: Result of co-option & latest vacancy  
Guy Rackham was appointed at the 8<sup>th</sup> January meeting.  
Cllr Rackham signed the Declaration of Interest and Acceptance of Office documents at the meeting.

19.22 Declaration of Members Interests:  
(disclosable pecuniary/pecuniary/non-pecuniary, personal)  
Members declaring an interest are not entitled to vote on a resolution.  
Members with a declarable interest will leave the room when the item is resolved.

Cllr Jane Holloway: School Governor: personal  
Cllr John Kay: Village Hall Committee: PC representative  
Cllr Guy Rackham: Village Hall Committee Chairman

19.23 **Proposals to Members** .

*The Chairman changed the running order of the meeting:*

Cllr Thomas:

**PROPOSAL: That Chrishall Parish Council herewith agrees the budget and sets the precept at £31,426**

Cllr Foote commented that the budget is a document of intent and that there was no guarantee that the works detailed would be carried out.

Cllr Thomas commented that the Uttlesford District Council recommended increase for the precept was 1.7% which would reduce the recommended precept to £31,059.

Cllr Rackham stated that he had investigated neighbouring Parish Council precepts which were lower than Chrishall. He further commented that the Parish Council was too 'tied into property', and

Chairman's signature..... 5<sup>th</sup> February 2019

that a review of the portfolio should be undertaken to consider the cost/benefit of the assets. A return to the use of grant funding was needed to carry out works without putting the burden on ratepayers.

He further commented the precept had increased by 50% in 5 years.

Cllr Foote advised that assets had been acquired for good reason.

Cllr Kay recommended no increase in the precept.

Cllr Foote commented that no justification had been presented for the precept to stay the same and the point will come to put it up again.

Cllr Rackham commented that it should be reviewed this year, take stock of assets and control the budget.

There was much discussion around the pavilion and its suitability for use given that it needs loft insulation, cavity wall insulation and new rear doors to enable it to be used by those groups who current use it.

**PROPOSAL: That Chrishall Parish Council herewith agrees to set the precept at £31,426.** This proposal was not proposed, seconded, or agreed. MOTION NOT CARRIED.

Cllr Thomas stated he wanted to make an amendment to the proposal. Cllr Rackham interjected and stated that the precept should remain the same.

Cllr Foote stated that he did not agree and the precept should be increased in line with the Uttlesford District Council recommendation.

**PROPOSAL: That Chrishall Parish Council herewith agrees sets the precept at £30,600.** PROPOSED: Cllr Kay, seconded Cllr Rackham. AGREED 4, Against 3. 1 Abstention. CARRIED BY MAJORITY.

The precept document was signed at the meeting.

*The Chairman reverted to the agenda:*

The Clerk advised that Uttlesford District Council had provided an amended Model Code of Conduct today, and recommended that this was adopted in place of the document presented. The document adoption proposals were postponed to the 5<sup>th</sup> February meeting.

The Clerk will send all documents by email.      **ACTION: CLERK**

Cllr Pitfield

**PROPOSAL: That Chrishall Parish Council herewith agrees to publish draft minutes and the agendas of all meetings on the**

**Chrishall Parish Council website.** PROPOSED: Cllr Pitfield, seconded Cllr Foote. AGREED AND RESOLVED BY MAJORITY WITH 1 ABSTENTION.

Cllr Kay raised the issue of the statement read by a parishioner to the meeting which had been provided for full inclusion in the minutes. The Chairman commented that this was not related to the business of the Council.

Cllr Rackham commented that this was not good news and needs to be corrected.

The minutes as written will be uploaded to the website.

19.24 Public Discussion: limited to 15 minutes

Pavilion: a parishioner commented that the pavilion should not have a lot of money spent on it. The heating system would be expensive.

Pavilion: why are user groups not paying for the use of the building when money is being spent on it, and that the village hall should be used. Cllr Kay responded that start-up groups were offered the building free of charge until they had sufficient membership to move to the village hall. The library/book exchange and the history archive were beneficial to the community. Cllr Slade commented that a user group meeting had taken place and discussions around donations and funding events were being progressed.

19.25 Freedom of Information applications: update

The Clerk advised that the requested information had been supplied to the person requesting the information.

Cllr Lashko asked why Councillors were not advised that the BEAMS report had been commissioned prior to the meeting which discussed Cllr Pitfield's planning application.

The Clerk advised that meeting had been very difficult. The correct process had been followed. Uttlesford District Council did not have a Conservation Officer in post and an article in the Walden Local had advised anyone with a listed application issue should seek independent advice. The Clerk further commented that this was done to provide Councillors with independent professional advice to enable an informed decision to be reached.

Cllr Rackham stated that the meeting was difficult because of the introduction of an item also relating to BEAMS that had not been discussed with all Councillors or affected parishioners. The questions asked by Cllr Lashko related to why the commissioning and issuing of a report from BEAMS on the subject of the relevant planning application was not reported prior to, or at the meeting.

Cllr Pitfield asked why the decision was taken to appoint BEAMS as the report had numerous inaccuracies, and why were Councillors not informed.

Cllr Pitfield raised the Councillors Code of Conduct and commented that all decisions should be taken by the Parish Council. He further commented that not the whole Council was consulted on the appointment of BEAMS for his planning application or the Broad Green recommendation.

Cllr Rackham commented that the Parish Council needed to understand that this was wrong and should not happen again, and that the Parish Council had an obligation to get this right as it impacted individuals. Not all Councillors were able to give their opinion on the appointment.

Cllr Pitfield asked if the BEAMS report was a desktop exercise, and again commented that there were numerous errors in it. He stated that his agent has provided a 4 page document of corrections to Uttlesford District Council. He asked that BEAMS be contacted and asked to refund the payment as it was a poor quality report and not worth the money. The clerk confirmed that the invoice from BEAMS had not been paid.

Cllr Rackham proposed that the invoice should not be paid, and that the cost should be justified and questions should be asked about how it was constructed.

**PROPOSAL: That Chrishall Parish Council herewith refuses to pay the BEAMS Ltd invoice for £250 + VAT for the report related to Cllr Pitfield's planning application UTT/18/2938/FUL Land at Sawkins Cottage, Broad Green and requires justification for the report.** PROPOSED: Cllr Rackham, seconded Cllr Kay. AGREED 4, ABSTENTIONS: 3. MOTION CARRIED BY MAJORITY.

Cllr Rackham commented that he had checked with Gt Chishill PC and Elmdon and Wendens Lofts PC as to how they assured compliance with GDPR. He reported that the Local Government Public Advisory Service, LGPAS, had been used to review and certify compliance and that this had cost Gt Chishill PC £150. He suggested that the clerk look at this option as it may offer a low cost solution to the issue whilst minimising the need for lengthy discussion at future meetings.

*The Chairman asked Councillors for any further comments;*

Cllr Foote: phone numbers for all Councillors is required.

Cllr Slade commented that she had a separate email address for all Parish Council business.

Cllr Pitfield asked for the minutes of the last meeting to be recirculated.

Cllr Lashko asked for her amendments to the last minutes be made.  
The Clerk confirmed this had been completed.

19.26 Date of next Parish Council Meeting: Tuesday

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

2019:

5<sup>th</sup> February, 5<sup>th</sup> March, 2<sup>nd</sup> April, 14<sup>th</sup> May (APM & APCM), 4<sup>th</sup>  
June, 2<sup>nd</sup> July, 3<sup>rd</sup> September, 1<sup>st</sup> October, 5<sup>th</sup> November.

*Meeting closed at 8.19pm*