

Minutes of the Clavering Parish Council Meeting held on Monday 9th January 2017 at 7.30pm in Clavering Village Hall

Present – Councillors Stephanie Gill (Chairman), Rebecca Stanford (Vice Chair), Richard Carter, Michael Patmore, Brian Barrow, Ron Couchman, Lisa Williams and Victoria Moore (Clerk)
District Councillor Oliver

2 members of the public were also in attendance

1. Chairman Welcome

The Chairman opened the meeting and thanked everyone for attending. The chairman thanked Mrs Carter for organising the carols. It was well received with £150 collected for Clavering Care. Mrs Ramuz was thanked for the mulled wine. The Chairman reported she had received a letter from the Leader of UDC, Cllr Rolfe, asking if the CPC would like to meet him. Cllr Gill questioned if there was an agenda for the meeting, which there is not. CPC decided move to this to the February meeting to allow the Councillors some time to think of questions.

2. Apologies for absence were received from Cllr Robert Clayton.

3. Declaration of Interest

Cllr Carter declared a pecuniary interest in Clatterbury House. Cllr Patmore declared that he lives near Elmhurst but has no connections with the owners. Cllr Gill declared a registerable non pecuniary interest as a member of the Clavering Landscape History group, and a registerable non-pecuniary interest as a trustee of the Clavering Jubilee Field. Cllr Gill did not believe she needed to declare an interest re Clatterbury House as her reporting to the council was on general planning matters.

4. Public Participation Session

A representative from the Clavering Landscape History Group (CLHG) apologised for not attending the previous meeting where the listening bench was discussed. The CLHG informed the Parish Council that they have been interviewing villagers for the last 8 years and the bench is the finale of their project. The CLHG informed the PC it will maintain the bench and in 2023 they will decide what to do with it. Cllr Gill requested to move listening bench item forward and received no objections. Mrs Carter thanked everyone for attending the carols, there were in the range of 150 attendees. She thanked Cllr Stanford's son, Cllr Gill's son and Cllr Patmore for their help and also thanked Mrs Ramuz.

5. To approve the Minutes of the last meeting of Clavering Parish Council

It was agreed to sign the minutes of the last meeting held on Monday 12th December 2016 with the following amendment to be made in the January 2017 minutes. Minutes page 1107, item 15 line 6 to be amended to include a direct quote from Clayden (2007) Our Common Land Oxon: Open Spaces Society, page 99 "The owner of a green can not do anything which interferes with the lawful recreational activities of the local inhabitants. He is not obliged however, to maintain the green in a suitable state for recreation, although he could not prevent appropriate maintenance (grass cutting etc) by local inhabitants."

Minutes were signed with the amendment to be made in the January 2017 minutes.

P: Cllr Gill S: Cllr Carter All in Fav

To receive and agree the minutes of the last meeting held on Tuesday 13th December 2016.
Approval moved to in committee.

6. **ECC report** from Cllr Ray Gooding - not present.

7. District Council report from Edward Oliver

Cllr Oliver reported there has been no Council meeting since CPC's last meeting. Cllr Oliver offered his apologies for losing the argument against the planning application regarding land at Clatterbury House. Cllr Oliver offered CPC money to pay for the salt bins. The invoice for the salt bins must be sent to him by mid-march. The PC are waiting on permission from the landowner. Cllr Stanford to speak to Mark Wilkinson regarding the PC's salt stock.

8. Cock Lane update

There is no update regarding repairs to Cock Lane. The barriers are still in the river along with 5 cones. The owner of Curles Farm stopped Cllr Stanford to say that he had received the letter from the clerk and will add pipes so that the water drains into the ditch rather than the road. Cllr Carter reminded the PC there is a concrete pipe that is severed at its socket and leaking onto the road just below Marlow's Knoll opposite Long Meadow. The land belongs to Curles however Edward Hitchcock of Stockling Pelham Hall farms the field. The Clerk was instructed to write to Edward Hitchcock to ask him to fix the concrete pipe to allow the water to flow under the road. It is also thought that hare coursers have pushed a fallen tree out of the way and as a result there is a lot of mud on the road.

14. Listening Bench

Cllr Gill left the meeting.

The listening bench was previously discussed by the PC in August however there was no formal proposal made. Following further information regarding bench maintenance from the CLHG a proposal was made to accept the CLHG's offer of a listening bench to be sited at Blacksmith's Corner and apply ECC Highways for permission to put the bench there. Cllrs to visit site to decide where to place the bench.

P: Cllr Carter S: Cllr Patmore In Fav: 5 Ab: 1

Cllr Gill rejoined the meeting

9. Planning

Quendon and Rickling Neighbourhood Plan

No comments

Planning Committee

Cllr Gill attended the Planning Committee meeting as a resident of Clavering. She reported what she had learnt regarding planning applications where a permission is extant. The PC has previously been told to treat it as a brand new application however it came to light during the Clatterbury House Planning Committee meeting that the planning department do pay attention to what was previously granted. The planning department will not consider comments that relate to the storing of materials and contractor's vehicles which is contrary to what the PC has been told. Cllr Oliver explained this is because it is a temporary situation. Regarding the conservation area and listed building status the planning department consider the view from the road but not the view from open countryside.

UTT/16/3415/FUL - Clavering Farm Mill Lane

Change of use of agricultural building to a mixed business use including B1 and B8. This was discussed at previous meeting so that comments could be made by 5 January 2017

The PC supports this application as it is making use of unused agricultural buildings.

In Fav: 7 Ab: 1

UTT/16/3069/HHF High Meadow Mill Lane Clavering CB11 4RL

Proposed partial demolition of existing outbuilding and erection of new single storey structure to be used as additional living space. This was discussed at previous meeting so that comments could be made by 6 January 2017. No objections

UTT/16/3482/HHF - Elmhurst Stortford Road

Single storey rear extension (alternative scheme to that approved under planning permission UTT/15/2771/HHF) No Comments Cllr Patmore - Ab

UTT/16/3529/HHF - 17 Pelham Road Clavering

Conversion of existing bike store to habitable accommodation and partial enclosure of existing roof canopy No Comments

UTT/16/3593/FUL Hill Green Farm Cottage Hill Green Clatterbury Lane

Erection of replacement dwelling with detached garage (amended scheme to that approved under planning permission UTT/15/0684/FUL to include detached garage)

Comments by 25 January 2017 PC support Mr Young. No comments

UDC Decisions

UTT/16/2918/FUL - Oaklands Middle Street Clavering

Proposed demolition of existing dwelling and erection of 3 no. detached dwellings with associated garages Withdrawn

UTT/16/2689/FUL - Land At Clatterbury House High Street Clavering

Erection of new dwelling and formation of new access drive to serve new property and existing dwelling Clatterbury House and associated works Approve with Conditions

UTT/16/3066/HHF - Blackbird Cottage Wicken Road

Proposed alterations to and conversion of garage to residential annexe. Approve with Conditions

10. To discuss any other planning applications

They were no other applications received.

11. Elizabeth Lodge Access

The letter from the owner of Elizabeth Lodge regarding the access was discussed. As per the Commons Act 2006 a person may make repairs to the existing surface of the access but would need permission to resurface or change the dimension of the access way. Under The Commons Registration Act 1965 the owner is not obliged to maintain the green although cannot prevent appropriate maintenance by local inhabitants. Therefore, should the owners of Elizabeth Lodge wish to maintain (by repair) their access way they may. Clerk was instructed to reply to the owners of Elizabeth with that information.

12. Village Green meeting

The PC decided to move organising a Village Green meeting to the March Meeting. All In Fav.

13. Speed Limit at Starlings Green

The PC discussed the speed limit at Starlings Green following a couple of comments from residents at Starlings Green. There is one known accident in previous years. The PC discussed the amount of properties that directly access the 60mph sections of road around the village. The road surfaces were discussed. The Clerk was instructed to write to Highways and the Police to request monitoring of traffic speeds at the following locations: Clavering to Berden, Clavering to Wicken Bonhunt and Starlings Green.

14. Lime Tree, Cricket Pavilion

Following a report from Cllr Carter and due to Health and Safety concerns (the trees are on a village green, next to a footpath, the road and a power line) the clerk contacted Treetops to arrange a quote to remove a dead branch. The tree surgeon also noted that a second tree needed some work. Two previous tree surgeons had advised the PC that the trees would need work soon. UDC confirmed that the removal of dead branches is exempt from the normal requirement of notification of intent to carry out tree works in a conservation area. The quote for £300 was approved. Cllr Gill informed the PC that Treetops have the correct insurances. The PC instructed the Clerk to accept the quote from Treetops to complete work to the first and third lime trees down from the Village Hall entrance as soon as possible.

P: Cllr Carter S: Cllr Stanford All in fav

15. Green Waste Skip Service

The letter from UDC offering the Garden Waste Weekend Collection Service 2017 was discussed. Due to budget restraints, and it looking very likely that Arkesden and Langley PC's will no longer continue to contribute the PC decide to purchase the 4-week service at a cost of £594.

P: Cllr Stanford S: Cllr Carter In Fav: 6 Ab: 1

16. Budget

The PC discussed the proposed budget. The budget for donations is significantly higher than last year as the PC has agreed to donate to the Clavering Jubilee Field the cost of 10 grass cuts per year. The Councillors discussed the difficulty in budgeting as the exact figure to be charged by the Jubilee Field was not known. Cllr Couchman said that was why the working party's original proposal included the Jubilee Field grass cutting to be included in the parish council's grass cutting contract. Cllr Gill brought Cllr Couchman to order as this topic was not relevant to the budget discussion.

The increase of precept is mainly due to the loss of UDC Grant, the donation to Jubilee Field for their grass cutting and increase in the CPC's grass cutting costs.

The Clerk was asked the report on the reserves at the next meeting.

The PC formally adopted the budget of £16,887 for next year. £16,213 is required as precept.

P: Cllr Gill S: Cllr Carter All In Fav

17. Clerks report

The Clerk circulated the monthly report and correspondence before the meeting.

Mike Smith emailed regarding the Information Box and said he will replace the lightbulb. The PC instructed the Clerk to authorise this.

The lack of response from Rissa Long at Highways was discussed. Clerk to copy in Cllr Oliver and Cllr Gooding.

18. Finance

The Chairman reported the Clerk's wages were supposed to be paid by standing order in December 2016 however Natwest recorded the date as 2017. Chairman to resend standing order request.

Credit Received		£110.50
Balance at NatWest Bank as at 30.12.16		£ 13,703.43
Payments		
Chq No	Payee	Total
1571	Paul Abrahams Landscapes July Grass Cutting	£240.00
1572	Paul Abrahams Landscapes Aug and Sep Grass Cutting	£240.00
1573	Nick Crawley	£30.00
1574	GWB Horticulture	£318.00
1575	Victoria Moore Wages	£ 424.05
1576	Victoria Moore Expenses	£47.26
1577	Jubilee Field Contribution	£850.00
Total of Cheques to be paid		£2149.31
Total of Outstanding Cheques		£171.00
Chq No/s:	1565	£96.00
	1566	£75.00
After above Cheques		11,383.12

The list of payments above were approved.

PC instructed the Clerk to detail VAT amounts in the payments schedule as of next month.

P: Cllr Stanford S: Cllr Carter In Fav: 6 Ab: 1

19. Representative reports

Allotments report given by Cllr Patmore – Thames Water has made the access road safe

Village Hall report given by Cllr Couchman - No Report

Jubilee Field report given by Cllr Gill - Next meeting is 17th Jan, Quiz night Friday 27th Jan

Passenger Transport report by Cllr Gill - No report

Newsletter – request from a villager who needs help to get to the train station due to illness

20. Risk Assessment book

Clerk to add the Lime Trees at Hill Green and the School bus route gritting

Chairman asked for permission to extend the meeting past 9:30pm

21. Items for next agenda:

Grass cutting

Maintenance of the village sign painting

Bus shelter

Setting up of a Working party to take photographs and dimensions of accesses across village greens

22. May Cottage – see in camera minutes

As per page 1106 of PC meeting minutes - Under the Public Bodies (Admission to Meetings) Act 1960 and in accordance with 3d pursuant to Standing Order 11, it is resolved that the Public are excluded from any discussion on this item as it concerns a dispute.

Date of next meeting:

Extraordinary PC Meeting Monday 16th January 2017 at 7:30pm in the Village Hall

PC Meeting Monday 13th February 2017 at 7:30pm in the Village Hall

The Chairman closed the meeting at 10.15 pm.

Signed..... Monday 13th February 2017

S.M.Gill