

Clavering Parish Council

Stephanie Gill Chairman Tel: 01799 550212

Jessica Ashbridge Clerk to the Council PO Box 1376, Cambridge CB1 0GS

Email: clerk@claveringvillage.org.uk

5th August 2020

You are hereby summonsed to the Virtual Meeting of the Council to be held in your homes via Zoom on

Monday 10th August at 7:30pm to transact the business stated on the agenda.

The public and press have a right and are welcome to attend this meeting, please contact the Clerk at the email address above to receive the login and password details. The Meeting will be recorded via Zoom and deleted once the draft minutes are completed.

1. Chairman welcome

2. Apologies for absence

3. Declaration of Interest - To declare any Disclosable Pecuniary Interests, Personal Interests or Personal and Prejudicial interests.

4 Public Participation Session – The Chairman will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed.

5 To approve and sign minute of previous meetings - To approve the minutes of the Clavering Parish Council meeting held on 13th July 2020.

6 District and County Councillors Reports - To receive reports.

7 Planning

7.1

Planning Reference	Address	Proposal	Decision
UTT/20/1888/LB	Wakefares, Hill Green	Property repairs comprising; recovering of the front pitched roof reusing existing tiles, fitting of cowls to the chimney pots, replacement of cement render with lime render, new external doorset, internal first floor ceiling renewal to some bedrooms, alterations to first floor bathroom layout, bedroom door positions, ground floor WC area and external painting of the house.	Awaiting Decision
UTT/20/1889/LB	Wakefares, Hill Green	Replacement Windows	Awaiting Decision
UTT/20/1628/OP	Land to The North Of Eldridge Close	Outline planning application with all matters reserved except access for up to 9 dwellings (Class C3) including, public open space, sustainable drainage systems, landscaping and all associated infrastructure and development.	Awaiting Decision
UTT/20/1916/HHF UTT/20/1917/LB	Paddock View Stickling Green	Erection of first floor extension including removal of lean-to slate roof, new front porch, conversion of barn including removal of roof, erection of single storey extension to link house to converted barn, erection of detached two bay cart shed and erection of green house.	Awaiting Decision

7.2 UDC Decisions

Planning reference	Address	Proposal	Decision
UTT/20/0786/FUL	Hazeldene, Langley Road, Clavering, CB11 4SQ	Proposed demolition of 2no existing out-buildings and erection of 1no detached dwelling with detached garage	Awaiting Decision 29.05.2020

UTT/20/0616/FUL	Britannia Works, Stickling Green, Clavering, Essex	Change of use from D1 (gym) to mixed use (gym and office)	Approved
UTT/20/1103/HHF	Yeomans Cottage Wicken Road, Clavering CB11 4QT	Removal of existing thatched roof, construction of gable ends, construction of pitched roofs over dormer windows, and fitting tiled roof to match existing.	Awaiting Decision 08.07.2020
UTT/20/1163/HHF	Lambourne, Stortford Road, Clavering, CB11 4PE	Proposed single storey rear extension and loft conversion.	Approved
UTT/19/2852/FUL	Land West Of Stortford Road Clavering Essex	Technical Details pursuant to Planning in Principle ref UTT/18/3326/PIP for the erection 8 dwellings	Approved
UTT/20/1357/LB	Wakefares, Hill Green	Property repairs comprising; recovering of the front pitched roof reusing existing tiles, recovering of flat dormer roofs, fitting of cowls to the chimney pots, replacement of cement render with lime render, replacement windows, new external doorset, internal first floor ceiling renewal to some bedrooms, alterations to first floor bathroom layout, bedroom door positions, ground floor WC utility area and external painting of the house	Refused
UTT/20/1508/HHF	Peacocks, Clatterbury Lane	Partially rebuild and extend existing modern extension to rear.	Awaiting Decision
UTT/20/1397/HHF	Jobest, Stortford Road	Demolition of garage. Two storey rear extension, loft conversion and 2 no. dormer windows to front elevation	Awaiting Decision
UTT/20/1223/HHF	Butts Green Farm, Butts Green,	Revised scheme to that approved under UTT/14/2599/FUL for erection of stable block and change of use of land from agricultural to paddock and formation of manege	Refused
UTT/20/1071/OP	Clavering Farm Mill Lane	Outline application with all matters reserved for the demolition of glasshouse, and erection of 1 no. dwelling, with associated curtilage, car parking and landscaping.	Refused

7.3 Planning

Cllr Gill listened in to the UDC Planning Committee meeting 22nd July where UTT/19/2852/FUL was determined. The application was approved unanimously, with an additional condition that Permitted Development Rights were removed - this would mean that alterations to increase any ridge height/place rooms in a loft area would need planning permission to be applied for.

8. **Defibrillator at Village Shop** – To note that Chris Rix has been instructed to install the defibrillator cabinet, for a quoted price of £345+VAT, approval request granted by the Chairman, and falls under the Clerk's emergency spending.
9. **Dick Ball Meadow & 'orchid islands' at Lower Hill Green**- To note that Mr Rowley, who carries out the annual cut at the Dick Ball Meadow, telephoned the Parish Council Chair (3rd August 2020) to confirm that when he carries out the annual cut he will also strim the 'orchid islands'. Mr Rowley attended the Parish Council's Health and Safety Evening Course given in 2018.
10. **Correspondence being circulated in the Parish relating to various costs** – To note that recently most, if not all, Parish Councillors, together with the District Councillor and a number of residents have received correspondence containing a breakdown of supposed costs allegedly incurred by the Parish Council in relation to an ongoing legal

dispute. It should be noted that the Standards Panel Hearing was not requested by CPC, but UDC decided to call the hearing. The costs relating to an investigation by the external auditors are simply an estimate. The investigation was instigated by a Parishioner who has complained about the cost incurred in a legal dispute, despite the accounts being examined by the internal auditor, and the Parishioner being shown the information as per their request.

11. Representative Reports

11.1 Allotments – To note that Castle Water will be sending out a new bill following the meter being read.

11.2 Website and Email –

11.3 Footpaths and Byways –

11.4 Essex Association of Local Councils - 1. To note that Cllr Gill was nominated by the Uttlesford Association of Local Councils to the EALC Executive Committee. Cllr Gill attended her first meeting on 16th July and also an Extraordinary Meeting called for 30th July.

2. To note the EALC AGM will be held via Zoom on 24th September 2020. Details are still being finalised. Cllr Gill will attend, and is also willing to attend as the Clavering Parish Council representative with voting rights.

12. Clerks report - General correspondence and monthly report circulated.

13. Risk Assessment Book –

14. Finance

14.1 To approve cheques - To approve the cheques.

Credit Received	
Wages s/o	£523.68
Balance at NatWest Bank – 31st July 2020	£11,594.31
Balance of Clerk's Expenses Account 31th July	£92.01

Clerk's Expenses Account	Detail	Amount	Total	VAT
05.08.2020	EE Phone Top Up		£10	
20.07.2020	Clerk's Expenses Printer Ink	£6.66	£7.99	£1.33
06.08.2020	Corsto website hosting	£29	£34.80	£5.80
02.08.2020	Zoom Meetings	£11.99	£14.39	£2.40
Total			£67.18	£15.67

Cheque	Detail	Amount	Total	VAT
1907	Clerk's Expenses Account top up		£67.18	
1903	Castle Water – 1 st April – 30 th Sept metered usage		Revised invoice not received prior to the agenda being released.	
1909	Paul Abrahams – grass cutting 17 th June, 10 th July		£370	
Total of Cheques to be paid			£437.18	
Total of Outstanding Cheques	1902		£72.60	
	1904		£540	
	1905		£370	
	1906		£3.37	
After above Cheques			£10,171.16	

15. Items for next agenda:

Date of next meeting: Monday 14th September 2020



Jessica Ashbridge Clerk to Clavering Parish Council