

Clavering Parish Council

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7th October 2020

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

Monday 12th October 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 14th September 2020. To receive the In Camera Report from the meeting held on 14th September 2020.
- 6 District and County Councillors Reports - To receive reports.**
- 7 Planning**

7.1

Planning Reference	Address	Proposal	Decision
UTT/20/2465/HHF	Tamar Stortford Road	Proposed orangery.	Awaiting Decision
UTT/20/2436/FUL	Further Ford End, Further Ford End Road	Proposed replacement dwelling with associated operational works including landscaping and refurbishment of the exterior of Elm Cottage including replacement joinery, surface materials and demolition of later conservatory. Erection of garage.	Awaiting Decision
UTT/20/2484/FUL	Hazeldene, Langley Road	Demolition of 2 no. existing outbuilding and erection of 1 no. detached dwelling with detached garage	Awaiting Decision
UTT/20/2500/OP	Clavering Farm Mill Lane	Demolition of glasshouse, and erection of new dwelling, with associated curtilage, car parking and landscaping.	Awaiting Decision
UTT/20/2525/HHF UTT/20/2526/LB	Peacocks Clatterbury Lane	Kitchen and Lean-to extension re-build. Internal alterations to provide woodburner (amendments to previously approved scheme UTT/20/1508/HHF).	Awaiting Decision

7.2 UDC Decisions

Planning reference	Address	Proposal	Decision
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/20/1888/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.	Approved

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.	Refused
UTT/20/1840/HHF	Hill Cottage, Middle Street	Remove existing external cement render on the non-original 70's and 50's extensions. Install a timber batten to allow for PIR insulation boards to increase the U value of the extensions. Insulate the ceiling of the bedroom in the 70's extension. Install black weatherboard cladding to match the outbuilding	Awaiting decision 14.10.2020
UTT/20/1971/HHF	Mill End, Mill Lane	Erection of a stand-alone garden room to be used as an office, games room and storage.	Approved

7.3 Appeal – 20/00106/REF Erection of 6 no. dwellings including widening of existing bridge. Land Rear Of Side Stream, High Street, Clavering, Saffron Walden, Essex, CB11 4QR to note the appeal is valid, but has not yet formally commenced, pending appointment of an inspector. APP/C1570/W/20/3259099.

8. Trees

8.1 Tree Planting UDC – To receive an update.

8.2 Tree Reduction - Request from parishioners to reduce the size of the silver birch on Colehills Close. To determine actions.

9. Stickling Green Copse behind pump – To receive an update and determine actions.

10. Consultation on pavement parking – To determine whether to complete the consultation.

11. Soil on Village Green – Soil has been left on the Village Green at The Druce, following landscaping works, to determine actions.

12. Training – Introduction module to Health and Safety online training being offered by EALC for £14+VAT registration will last a year. To determine if any Cllrs would like to take part. GDPR training £14+VAT to determine whether a Cllr should complete this (had been completed by Cllr Cook). Clerk's Training: With Chairman's permission granted to sign up, Full Council to approve Clerk's attendance at SLCC Virtual National Conference (12th – 16th October) which includes virtual workshops. Cost £25 plus £5 VAT.

13. Benches – To receive a report on the condition of the benches in the Village and determine actions.

14. Policies – To review and approve the Risk Assessment Policy. To review and approve the Clavering Parish Green Village Greens Policy and Procedures (includes Parish Land).

15. Representative Reports

15.1 Allotments – Allotment rents received for plots 8,9,10,19,20,23,28,29,32,37 and 38 via BACS and cheque at the time of the agenda being published.

15.2 Website and Email – To receive an update.

15.3 Footpaths and Byways –

15.4 Jubilee Field AGM – Tuesday 13th October.

15.5 Essex Association of Local Councils – To receive a report on the EALC AGM which took place on 24th September 2020.

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

17. Risk Assessment Book –

18. Finance

18.1 To approve cheques - To approve the cheques.

18.2 Accounts – To receive the quarterly accounts.

Credit Received	Precept	£9020.50
	Allotments	£110
Wages s/o		£539.18
Balance at NatWest Bank on 5th October 2020		£17,738.24
Balance of Clerk's Expenses Account 30th September		£72.51

Clerk's Expenses Account	Detail	Amount	Total	VAT
15.09.2020	Clerk's Expenses Printer Ink	£6.66	£7.99	£1.33
06.10.2020	Corsto website hosting	£29	£34.80	£5.80

02.10.2020	Zoom Meetings	£11.99	£14.39	£2.40
30.09.2020	Postage – Allotment invoices		£19.50	
Total			£76.68	£15.67

Cheque	Detail	Amount	Total	VAT
1913	Clerk's Expenses Account top up		£76.68	
1914	Chris Rix – defibrillator installation	£345	£414	£69
1915	SLCC – Virtual National Conference (12 th – 16 th October) Clerk Training		£30	£5
1916	Paul Abrahams 6 th August		£185	
1917	Clerk's expenses – mileage – delivering the accounts for inspection		£18	
1918	Cllr S. M. Gill Expenses - 1 Roll of Tape Stamps (Covid-19: Cllr Gill sending out cheques) 14th May & 9th September 2020 6 Second class stamps 12 Second class stamps	£7.79	£9.35 £3.90 £7.80 £21.05	£1.56
1919	Clavering Village Hall Hire 10 th September for the inspection of the accounts by a parishioner		£30	
Total of Cheques to be paid			£774.73	£75.56
Total of Outstanding Cheques				
After above Cheques			£16,963.51	

19. Items for next agenda:

Date of next meeting: Monday 9th November 2020



Jessica Ashbridge Clerk to Clavering Parish Council