

Clavering Parish Council

Stephanie Gill Chairman Tel: 01799 550212

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4th November 2020

You are hereby summonsed to the Virtual Meeting of the Council to be held in your homes via Zoom on **Monday 9th November** 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 12th October 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/20/2777/HHF	High Elms Stickling Green	Proposed erection of 2 bay cart lodge with 1 open and 1 closed bay, storage and office area above.	Awaiting Decision
UTT/20/2634/HHF	18 Skeins Way Clavering	Demolition of single storey brick and timber lean to structure to the side elevation and erection of a two storey extension.	Awaiting Decision
UTT/20/2738/FUL	Mill End Dairy Farm Mill End	Change of use of agricultural barn to 1 no. dwelling	Awaiting Decision
UTT/20/2680/HHF	Howards End Clatterbury Lane	Single storey rear extension	Awaiting Decision
UTT/20/2677/HHF	Genera Butts Green	Erection of single storey wooden residential annexe ancillary to the existing main dwelling	Awaiting Decision
UTT/20/2751/HHF	Olde Barn Clavering Hall	Installation of 2 no. air source heat pumps to replace existing boilers.	Awaiting Decision
UTT/20/2775/HHF UTT/20/2776/LB	Yew Tree Cottage, The Druce	S73a Retrospective application for the removal of brick wall to existing extension and replacement with wall extended by 2m to increase size of kitchen.	Awaiting Decision
UTT/20/2804/FUL	Ponds Manor Deers Green	Conversion of existing garage to workshop and addition of extensions to both sides. Replace roof on garage adding an ensuite bedroom in the roof space (amendment to previously approved UTT/18/1470/FUL).	Awaiting Decision

7.2 UDC Decisions

Planning reference	Address	Proposal	Decision
UTT/20/1103/HHF	Yeomans Cottage Wicken Road,	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/20/1889/LB	Wakefares, Hill Green	Replacement Windows	Approved
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	Refused

		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	
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

7.3 Appeal – APP/C1570/W/20/3259099 Erection of 6 no. dwellings including widening of existing bridge. Land Rear Of Side Stream, High Street, Clavering, Saffron Walden, Essex, CB11 4QR. End date 24.11.2020 To determine whether to submit further comments.

Appeal - APP/C1570/W/20/3257946 Land Adj. To Stevens Farm Wicken Road, Outline application with all matters reserved except access for the erection of 1 no. dwelling Application reference: UTT/19/3056/OP Appeal start date: 20.10.2020, End date 24.11.2020. To determine whether to submit further comments.

8. Trees

8.1 Tree Planting UDC – To note that Ben Smeeden is offering the following replacement trees: 1 English oak (*Quercus robur*), 2 Wild cherry (*Prunus avium*), 1no. Common hornbeam (*Carpinus betulus*), 1 Common crab apple (*Malus sylvestris*). The hornbeam is considered to be a suitable replacement for the willow as it is relatively resistant to honey fungus. The crab apple is proposed as replacement for the plum tree.

8.2 Horse Pond - Request from parishioner for the trees on the far side of Horse pond, to be looked at, as they are growing further into the middle, darkening the area in the pond, leading to a reduction in wildlife. To determine actions. To discuss the drain at Horse Pond and determine actions.

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

10. Posts – Posts in front of the Chapel, Hill Green, have become rotten. To determine actions.

11. Logs on Village Green – It has been reported that logs have been placed on Hill Green, which could be a trip hazard. To determine actions.

12. UDC Town and Parish Forum Consultation – To determine whether to complete the consultation.

13. Litter Picking – To determine whether this should go ahead, as individuals/pairs, to receive advice from Came and Co.

14. Village Zoom for groups – To receive a report and determine whether CPC should fund a Zoom account for village groups to use (from the community budget). The annual figure is £119.90.

15. UDC/Visit Essex <https://www.visitessex.com/towns-and-villages/clavering-p1269271> current description of Clavering on Visit Essex website. They have been in touch in case any amendments/additions are required, and have requested some photographs.

16. 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). To review amendments to the Standing Orders and approve the changes.

17. Representative Reports

17.1 Allotments – Allotment rents received for plots 1, 2, 3, 6, 7, 9, 10, 23, 25, and 30, via cheque and BACS at the time of the agenda being published.

17.2 Website and Email – To note that Cllr Gill and the Clerk signed a letter granting permission for Force36 to register as the domain administrators through JANET. Corsto were informed and provided a refund for the email that was charged in error in June. To receive an update.

17.3 Footpaths and Byways –

17.4 Jubilee Field – To receive a report.

17.5 EALC – To receive a report

17.6 UALC - To receive a report

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

19. Risk Assessment Book –

20. Finance

20.1 To approve cheques - To approve the cheques.

20.2 Community Funding – To receive a report and determine actions.

Credit Received	UK Power Networks Wayleave £287.16 Allotments £180
Wages s/o	£539.18
Balance at NatWest Bank 30th October	£16,545.38
Balance of Clerk's Expenses Account 30th October	£118.90

Clerk's Expenses Account	Detail	Amount	Total	VAT
17.10.2020	Clerk's Expenses Printer Ink	£6.66	£7.99	£1.33
06.11.2020	Corsto website hosting	£29	£34.80	£5.80
03.11.2020	Zoom Meetings	£11.99	£14.39	£2.40
03.11.2020	Postage		£4.60	
Total			£61.78	£9.53

Cheque	Detail	Amount	Total	VAT
1920	Clerk's Expenses Account top up		£61.78	S
Total of Cheques to be paid			£61.78	£9.53
Total of Outstanding Cheques	1918		£21.05	
After above Cheques			£16,462.55	

21. Items for next agenda:

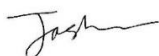
22. Employment - Under the Public Bodies (Admission to Meetings) Act 1960 and in accordance with 3d pursuant to Standing Order 11 and 19, it is resolved that the Public are excluded from any discussion on this item as it concerns employment matters.

To discuss Display Screen Equipment (DSE) Regulations and determine actions.

23. Dispute - 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.

To receive an update.

Date of next meeting: Monday 14th December 2020



Jessica Ashbridge Clerk to Clavering Parish Council