



# CLAVERING NEWSLETTER

## CLAVERING PARISH COUNCIL

Issue 200

12<sup>th</sup> December 2023

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Editor: Stephanie Gill



### **Village Carols on the Green:**

**Tuesday 19<sup>th</sup> December**

**6.30pm at the Cricket Pavilion**

All welcome to gather and sing in the Christmas Season.

Music provided by *The Walden Buskers*

Festive Nibbles and Drinks Served.

A collection will be taken up for Clavering Care

*The Parish Councillors send best wishes to Parishioners for Christmas and the New Year*

### **Public Meeting hosted by the Parish Council 28<sup>th</sup> November**

Held to allow parishioners to discuss the UDC Draft Local Plan (Reg 18) Consultation Document; 42 parishioners were in attendance, with 3 parish councillors present noting the comments made.

### **Extraordinary Parish Council Meeting 4<sup>th</sup> December 2023**

Seventeen parishioners and the District Councillor were in attendance.

The Chairman welcomed all especially given the inclement weather.

Apologies were received from Cllr Elliston due to panto commitments.

Eight parishioners made comment which included: thanking the Council for holding the Public Meeting and considering the preparation of a Neighbourhood Plan (NP), their understanding of the consensus of the Public Meeting that the parish proceed with a NP, that independent experts would help prepare the NP, that parishioners be advised on the required timelines in preparing a NP, that a single option NP would be quicker to produce, that liaison with UDC was preferable.

#### **UDC Draft Local Plan 2021-2041 (Reg 18) Consultation Document**

.In addition to the Public Meeting, further fact-finding via the Draft Local Plan Exhibitions and UDC Planning Officers had taken place. It was determined to respond to the Consultation Question of Chapter 8 and to confirm the Intention of Clavering Parish Council regarding a Formal Commitment to prepare a Neighbourhood Plan.

It was determined to approve related costs for up to £1,000 for any initial investigation regarding support for the preparation of a Clavering Neighbourhood Plan.

It was also agreed to make responses to the Consultation Document on the following:

Core Policy 3 Settlement Hierachy; Chapter 8 Rural Area Strategy; Core Policy 26; Core Policy 28; Core Policy 35, Core Policy 36, Core Policy 41, Core Policy 62 The Historic Environment; Core policy 65.

**Employment Matters** – an update on recruitment of the Clerk/RFO was given in private and confidential per advice.

### **Parish Council Meeting 11<sup>th</sup> December 2023**

Four members of the public and the District Councillor were in attendance.

Apologies were received from Cllr Ryan due to work commitments.

The Chairman welcomed all present, advising that she had laid a wreath on behalf of parishioners at the Clavering War Memorial during the Remembrance Day Service on 11<sup>th</sup> November.

Also she attended the Farewell Church Service held in late November for the Rev Margaret Davis, who has recently retired.

A parishioner made observations relating the council's Human Resource policy on harassment; they were referred to the Code of Conduct which all councillors agree to abide by when taking on public office, and which is under the direction of the UDC Monitoring Officer. The parishioner also suggested a site which they considered to be a suitable site for one large housing development to take all dwellings as required under the UDC Draft Local Plan.

A parishioner asked why the Chairman was carrying out the work of the Clerk – it was explained that this was for business continuity and that there is a shortage of Clerks in Essex and East Anglia; the council is advertising and calling candidates for interview. It was explained to the parishioner that their other questions would not be responded to as the parish council, as a legal entity, was an employer and therefore owed duty of care to previous employees and it is also bound by employment law. The parishioner asked why the parish council provided nothing for senior citizens, such as lunches. It was established that the provision in neighbouring villages they referenced was delivered by churches/volunteer organisations who received grants from the councils, and that in the past the senior citizens Christmas lunches held in Clavering had been provided by the Royal British Legion members. Clavering PC will look into the viability of such taking place in the future with their support.

The minutes of the 6<sup>th</sup> November and 4<sup>th</sup> December Council Meetings were approved.

**Clerk's Report** – A written report of the actions undertaken by the Chairman for the purposes of business continuity in the absence of an appointed Clerk was received.

**Allotments** – Quotes being chased for clearance of turning area overgrown bushes; the water was turned off before the temperatures dropped.

**Affordable Housing at Chapel Close** – The bidding for these takes place via the Home Option Website Monday 22<sup>nd</sup> December to Wednesday 3<sup>rd</sup> January. Applicants must be registered for housing with UDC. See advert attached.

**S106 Legal Agreement** – This offers Clavering Parish Council an Open Space on the development behind the school. Agreed to respond to developer that the CPC would not take on the land as the S106 does not commute any funds for the required long term maintenance

**Village Green, Parish Land and Parish Assets** – Actions for contacting parishioners, who had raised previous queries, agreed.

#### **Representative Reports-**

Footpaths: Representative had asked parishioner to report dangerous tree directly to Essex Highways to facilitate a more swift response.

Written reports were received on November UDC Parish Forum, SLCC Martyn's Law Webinar and Essex Local Nature Recovery Scheme (Biodiversity Webinar)

Cllr Gill has been re-elected Chair of Finance for the coming year for the Essex Association of Local Councils

**Risk Assessment Book** – Shop Defib rescue ready 5<sup>th</sup> December, Hall Defibrillator rescue ready 29<sup>th</sup> November

**Carols on the Green** – Revd Cable has agreed to attend the evening

**Rural Community Council of Essex, Rural Housing Needs Survey-** Wording of survey & questionnaire agreed. Expected date for circulation now February due to RCCE workload.

**Biodiversity Working Party** – A report and recommendations were received for CPC to consider. It was agreed to change the terms of reference of the Working Party to allow it to draw up an action plan for the parish council to achieve the aims of the recommendations.

**Dick Ball Meadow** – Determined to take up the offer of the Horticultural Society to plant more fruiting trees in the Meadow, pending provision of map detailing siting to ensure maintenance of hedge, mowed path, etc can be carried out with no obstruction/damage to new trees.

**Environment Agency, Confluence of the Stort and Stickling Green Brook** – Following the noting of some erosion, the EA was contacted. See article below.

**Planning** – Agreed to advise a developer that Clavering Parish Council would attend a Pre-Application meeting, provide this was arranged via UDC per the Community Involvement Protocol.

**Motion relating to grant to parochial church for grasscutting-** moved to January meeting pending up-dated legal advice from NALC on a recent act that will be statute on 26<sup>th</sup> December.

**Training-** Cllr Bullen attended new councillor training, Cllr Smither to enrol on new councillor training course, Cllr Ryan attended Employment Law webinar, Cllr Gill delivered Councillor Refresher Training for the EALC.

**Finance** – Bank mandate alterations detailed and re-determined. Amended Draft Budget received. Budget & precept to be determined at January Meeting. Cheques agreed.

**Employment Matters, Potential Dispute, Access Rights** – Matters discussed in private and confidential per advice.

#### **Planning for PC Comment:**

**S62A/2023/0025: Land north of Eldridge Close, Stickling Green** Outline planning application with all matters reserved except access for up to 28 dwellings (class C3) including public open space, sustainable drainage systems, landscaping and associated infrastructure and development *As advised in the CPC's November newsletter, this application was made directly to the Planning Inspectorate and comments were to be submitted to them by 15<sup>th</sup> December, not to UDC.*

see <https://www.gov.uk/guidance/section-62a-planning-application-s62a20230025-land-north-of-eldridge-close-stickling-green-clavering-essex#description-of-proposed-development>

Comments were to be copied to UDC for information only under their ref UTT/23/2616/PINS

#### **Comments made**

**UTT/23/2772/FUL: Ashcroft Wicken Road Wicken Bonhunt** Erection of 1no. dwelling **No comments**

**UTT/23/2801/HHF: Casa Mia Stortford Road** Rear extension including raised pitched roof, side dormers, roof lights, solar panels and rear and side fenestration. Demolition of existing rear chimney. **No comments**

**UTT/23/2865/HHF: Horseshoes Stickling Green** Proposed stable block **Observation Made**

**UTT/23/3061/PAQ3: Building At Clavering Farm Mill Lane** Prior Notification of change of use of agricultural building to 1 no. dwelling **No comments**

**UTT/23/2602/FUL (Reconsultation) Brices Farm Butts Green** Proposed erection of agricultural barn for the storage of straw Retrospective surfacing of agricultural track and hardstanding. Proposed additional hardstanding **No comments**

**UTT/23/2996/FUL & UTT/23/3022/LB Ruttels Valance Road** S73 application to vary condition 2 (approved plans) of UTT/23/1224/HHF (Demolition of 20th Century additions and garages. Construction of a 1.5 storey side extension and detached garage Conservation and external alterations to the historic range) - amendments to the approved drawings **No comments**

#### **Planning Determined by UDC:**

**UTT/23/2436/FUL: Dairy Farm Mill End** Proposed new roof, alterations to external wall and internal alterations to exiting outbuilding: Proposed new 3 bay car port  
Proposed amendments to house elevation as approved house design under planning re UTT/20/2738/FUL and NMA permissions ref UTT/22/1447/NMA. **Approved with Conditions**

**UTT/23/2683/NMA: Land to The West Of Stortford Road** Non Material Amendment to UTT/22/1103/DFO - Amendments to plot 2 and plot 15 **Spilt decision**

**UTT/23/2504/LB: Marigold Cottage Pelham Road** Retention of internal wall to split bedroom into two rooms **Approved with Conditions**

**UTT/23/2551/HHF: Meadow View Stortford Road** Proposed removal of an existing single storey garage and creation of new single storey rear extension and side entrance porch **Approved with conditions**

**UTT/23/0642/FUL** White Lodge Stud Butts Green Section 73A Retrospective application for the temporary siting of a caravan during building works **Refused**

**UTT/23/1752/FUL & UTT/23/2373/LB** Yew Tree Farm Ford End Road Prior Notification of change of use of agricultural building to 1 no. dwelling **Refused**

#### **Planning at Appeal**

**APP/C1570/W/23/3322904: Land West of Coleshill Close, Middle St. (UTT/22/1718/FUL)**

To note receipt of advice that the Appeal will now be determined on the basis of a hearing, date to be set.

**APP/C1570/D/23/3330407: Yew Tree Farm (UTT/23/1294/HHF)** Written representations by 28<sup>th</sup> December 2023. Determined not to comment

Information including Approved Council Minutes, Financial Statements and Policies will be found on the Parish Council website: <https://www.claveringparishcouncil.gov.uk/>

### YOUR PARISH COUNCIL

Chairman: Stephanie Gill - 01799 550212 Vice Chairman: Martina Ryan  
Fabian Bullen Ron Couchman Kym Elliston Frances Smither  
Parish Clerk/RFO: Vacant

email: [clerk@claveringparishcouncil.gov.uk](mailto:clerk@claveringparishcouncil.gov.uk) Telephone: 07340 505410

Parish Council Address: c/o The Bower House High Street Clavering CB11 4QR

If you are telephoning the Council please leave a message if your call is not picked up immediately. Emails will be responded to in accordance with the receipt acknowledgement.

### Consultation for New Local Plan

You are invited to give your views on the proposals and associated policies which will guide future development of the district up to 2041.

The consultation is now open for responses until **5pm on Monday 18 December**.

The quickest and easiest way to read the draft plan and to provide feedback is via the website.

[www.uttlesford.gov.uk/2023-Draft-Plan-Consultation](http://www.uttlesford.gov.uk/2023-Draft-Plan-Consultation)

Paper copies of the draft plan are available to view at the District Council's offices in Saffron Walden and at local libraries.

#### Other ways to have your say

**Via post:** [A paper copy of the comments form](#) can be used, which is also available from the District Council offices or libraries.

Written responses should be posted to:

Local Plan Team, Uttlesford District Council, London Road, Saffron Walden, CB11 4ER

**Via Email:** Please send your comments to [localplan@uttlesford.gov.uk](mailto:localplan@uttlesford.gov.uk) – please make sure you indicate which part of the draft local plan you are commenting on.

The responses received will be used to inform the final version of the plan which the council will consult on again next year. The final plan will then be submitted to the Secretary of State for independent examination by a Planning Inspector.

### Report of Uttlesford District Councillor, Edward Oliver, 11<sup>th</sup> December 2023 Uttlesford District Council's new Local Plan

The Local Plan has now been published and consultations thereon have taken place, although it was not helpful for the explanation leaflet to be issued after the consultation meetings had taken place.

This leaflet shows that Clavering is due to take a further 111 dwellings in addition to the 75 that have been built or had their application approved since April this year.

The other three villages in the Clavering Ward are not allocated any additional "new builds" but will be subject to "windfall" or other planning decisions .

As yet Clavering does not have a Neighbourhood Plan of its own, with the result that the decision of where these additional homes will be placed will be left to a combination of the UDC, the landowners and the developers. Even at this late stage, I believe consideration should be given to preparing a Neighbourhood Plan. It is appreciated that a full Plan could take three years to prepare, but an abbreviated Plan, dealing with say one or two topics could be quickly produced and permit Clavering to have a say where the new homes should go.

### Uttlesford District Council has organised a Green Waste & Christmas Tree collection Saturday 6<sup>th</sup> January 12.45pm – 1.45pm at Clavering Village Hall

Please note this is available to all Uttlesford residents – not just Clavering villagers.

(Alternatively, for an agreed donation, some local charities will also take away your real Christmas tree for disposal – look out for information in the local press/on social media)

**Essex Mobile Library Clavering Christian Centre 10.30 – 11am**  
**16<sup>th</sup> December - NB January date has not been released**

## **Clavering Parish Council - Preparing a Neighbourhood Plan**

Following consideration of researched matters by the Parish Council, which included holding a Public Meeting to consider the views of Parishioners, it was determined that UDC would be informed that the Parish Council will commit to preparing a Neighbourhood Plan.

The two previous iterations of the UDC Draft Local Plan indicated that Clavering would take only 15 more dwellings. The current Draft Local Plan proposes a non-strategic 111 dwellings are built in Clavering and gives Clavering parishioners the opportunity to prepare a Neighbourhood Plan.

Arising from the Localism Act of 2011, a Neighbourhood Plan gives a parish an element of 'ownership' of the planning process in its village. Such a plan must follow the known parameters of the UDC's Local Plan and that of planning for sustainable dwellings, but it also allows for the placement of development sites to be determined not only using specific planning considerations under the National Planning Policy Framework but also local knowledge.

Neighbourhood Planning is 'led' by Parish and Town Councils, but the preparation of each plan is undertaken by a Steering Group comprised of interested parishioners, who volunteer their time and known skills, alongside an employed planning consultant who advises the Steering Group to ensure that the Neighbourhood Plan is sound and will pass inspection by the Planning Inspectorate. The plan must also be approved by the village electorate via a referendum.

The understanding is that a plan would cost approx. £18,000 to prepare. There are grants available via government, though the application for the current round must be submitted mid-January 2024 and it is not yet known if there will be such funding available for the subsequent year.

The Parish Council is currently fact-finding on all matters to move forward as swiftly as it can.

## **Clavering Parish Council Allotments**

The village is fortunate that, due to the foresight of the Parish Council some 120 years ago, land was purchased to provide allotments.

This November quite a few holders have retired from active allotmenting and relinquished their plots. These plots are in a clean condition and waiting to be lovingly tended! The annual rent is £15, which includes water supplied, for a plot approx. 150 square yards.

If you are interested contact the Clerk [clerk@claveringparishcouncil.gov.uk](mailto:clerk@claveringparishcouncil.gov.uk) in the first instance and it will be arranged for you to visit the Allotments with a councillor who is an Allotment Representative.

## **Latest Response from the Environment Agency Asset Management Officer re.confluence of River Stort and Stickling Green Brook:**

*I am the flood risk officer for Clavering and have had your enquiry passed onto me.*

*We are aware of the issues mentioned present in Clavering. As such, we have bid for funding for the next financial year, 24/25, with the aim to deliver a project to improve the channel condition. Addressing the erosion at the Stickling Green confluence is included within this scope. At present there is no immediate risk present from the erosion, we will continue to monitor this.*

*We are yet to receive confirmation that flood risk management funding will be allocated. We are also hoping to investigate collaborative funding through our catchment coordinator and other key stakeholders. This may be something worth keeping in mind for any conversations the parish may have with local bodies / stakeholder groups on this issue.*

## **Environment Agency (EA) Flood Wardens:**

*Despite this article appearing previously in the CPC Newsletter for four consecutive months, no volunteer/s came forward. It is repeated as the council have been informed that a parishioner has expressed an interest.*

The Parish Council has verified with its current insurers that any parishioner appointed by the



## **Clavering Church Services –**

**Carols and Christingle 17<sup>th</sup> December at Clavering Parish Church 3pm** – followed by Mince Pies and Mulled Wine

**Christmas Day Holy Communion Service 9am Clavering Parish Church**

## **Clavering Landscape History Group – 2024 Winter 'Zoom' Lectures on Family History**

**Tuesday 9<sup>th</sup> January – *A Farming Family in the Yorkshire Dales* Jacqueline Cooper**

**Tuesday 23<sup>rd</sup> January – *Growing up at Wicken House* Heather Salvidge**

**Tuesday 6<sup>th</sup> February – *A Pioneer family in Australia* –Elizabeth Allen**

**Tuesday 20<sup>th</sup> February – *Working in the House of Lords* –Peter Milledge**

All lectures start at 7.30pm – for the link to join the meeting please contact [mrsjacquelinecooper@gmail.com](mailto:mrsjacquelinecooper@gmail.com)

## **Royal British Legion Meetings –**

Every Second Tuesday of the month at 8pm in The Bull PH Langley Lower Green. Do come and join in an enjoyable evening – previous military service is not a requirement as the Legion is open to all who support its work. Contact the Branch Secretary for more information 01799 550466

**Jubilee Field Committee of Management: Quiz Night Friday 2<sup>nd</sup> February**  
**SOLD OUT!!! Waiting list started . . .!!**

## **Cost of Living Support**

Uttlesford District Council, for this current financial year only, has a Cost of Living Support Fund for which any council taxpayer can apply. Further details are available at:

[www.uttlesford.gov.uk/cost-of-living-support-fund](http://www.uttlesford.gov.uk/cost-of-living-support-fund).

For quick, easy access to information on 200 health and wellbeing services across the district, go to [Uttlesford Frontline](#) or download the free app 'Frontline Referrals'.

## **Calling all Young Entrepreneurs...**

Aged between 16-30?

Do you have an exciting business idea or want to learn more about being self- employed?

**Join us in the New Year at Fairycroft House, Saffron Walden, on Tuesday, 9 January 2024 16:00 - 18:00 to find out more:**

Start-up business support

Panel discussion with Q&A

Live entertainment

Networking opportunity

Seed funding - up to £100

Don't miss this chance to start your business journey, exchange ideas and gain inspiration!

Register your space now: [www.eventbrite.co.uk/e/759143898837](http://www.eventbrite.co.uk/e/759143898837)

(Rachael Clark Business Support Officer Uttlesford District Council)

## **///what3words**

Do you know about this app?

The Emergency Services are asking especially those who live in rural areas to consider downloading this free app.

As the app has given each 3 metre square of the world a unique combination of three words, using this when contacting the emergency services can pinpoint where help is needed and save precious time in finding those in need.

(As a side note, it can even be used to make sure a courier delivers to your doorstep and not your neighbour's!)

## **Environment Agency**

Many parishioners in Clavering take advantage of the free government service to sign up to get flood warnings, especially as the monitoring station for this is located near the Bridges.

More information can be found on [www.gov.uk/sign-up-for-flood-warnings](http://www.gov.uk/sign-up-for-flood-warnings)

or you may register by calling 0345 988 1188.

## **Before a power cut or gas emergency .....**

- **Know your free emergency numbers:** In a power cut dial 105 or, for a gas emergency, dial 0800 111999.
- **Prepare your home:** Keep a torch handy and get your appliances serviced by a Gas Safe registered engineer to prevent carbon monoxide poisoning.
- **Register as a vulnerable customer:** Vulnerable households can get extra support by signing up to the Priority Services Register. You can find out more about the Priority Services Register in London, the South and East of England by signing up at [www.ukpowernetworks.co.uk](http://www.ukpowernetworks.co.uk).

**Keep your eyes open:** If you have a power cut or a gas emergency, check on your neighbours

**Highways Maintenance Problems – Villagers are reminded that it is always quicker to activate an investigation if you report these online, as precious time could be lost if you contact the Parish Council.**

Using this website [www.essexhighways.org/tell-us](http://www.essexhighways.org/tell-us) an audit trail is started as you will be given a reference number. It is then easier for our local Essex County Councillor, Cllr Gooding, to chase outstanding matters when requested to do so either by parishioners or the parish council. Also the website advises a phone number to call if the problem is severe and considered extremely dangerous to road users or pedestrians.

You can report potholes, broken railings, pavement/kerb/drainage defects, blocked culverts, overgrown trees or hedges, blocked/damaged footpaths, and etc.

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## **DEFIBRILLATORS AT THE VILLAGE HALL and VILLAGE SHOP**

If you have to make a 999 call, the call handler may decide that the defibrillator is required.

You will be asked if you are able to go to the village hall or the village shop to get the defibrillator, but this would usually only happen if someone else is able to stay with the person in need, as phone contact with the emergency service must be maintained at all times.

The call handler will give you the code to open the yellow metal box beside the hall or shop entrance doors

The hall's defibrillator is the small carry case – like a child's play-doctor kit – that is kept in the metal box.

Take the 'Ready Kit' (black pouch with green cross) and the carry case.

The shop's defibrillator is in a shoulder bag with the 'Ready Kit' in a small black bag attached to its strap.

**ONLY THE SHOP'S DEFIBRILLATOR CAN BE USED WITH PADS FOR CHILDREN UNDER 8 YEARS OF AGE – THESE MUST BE TAKEN FROM THE CABINET ALSO AND ARE CLEARLY MARKED.**

When you are back with the patient, open the defibrillator: you will then hear an automated voice giving instructions. IF NEEDED, REMOVE THE ADULT PADS AND ATTACH CHILD PADS.

The call handler will also talk you through all that you must do and when the paramedics arrive they will take over from you.

### **REMEMBER**

**The defibrillator can go to the patient**

**No special training is required**

**The Emergency Services will guide you through everything`**

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