

# TAKELEY PARISH COUNCIL MINUTES

## Meeting of Takeley Parish Council

HELD VIA ZOOM AS ADVERTISED TO THE PUBLIC

On Wednesday 07 October, 2020, at 7.30pm

**Present:** Cllr Carol Pratt, Chairman  
Cllr Geoff Bagnall Vice Chairman Parish Council/District Councillor

Ian Brown – Locum Clerk

Julia Potter – Assistant Clerk  
Cllr Trevor Allen  
Cllr Jim Backus  
Cllr Patricia Barber  
Cllr Pat Burnett  
Cllr Peter Hewett  
Cllr Linda Steer  
Cllr Sue Sprules  
\*Cllr Jackie Cheetham  
\*Cllr Richard Cheetham  
\* County Cllr Susan Barker

**Apologies:** Cllr John Green  
Cllr Dom Roque  
Dist Cllr Vere Isham  
Dist Cllr Maggie Sutton

One member of the public in attendance

<b>20/492</b>	<p style="text-align: center;"><b><u>WELCOME &amp; APOLOGIES</u></b></p> <p>The Chairman welcomed members, and visitors and received apologies as above which were approved by the council.</p> <p>Members were asked to direct any comments through the Chairman. All parties present were reminded that proceedings may be filmed, recorded or photographed or otherwise reported about a person attending the meeting. (It was noted the meeting was being held via Zoom as advertised on our website and parish noticeboard)</p> <p><b>Cllr Bagnall confirmed this meeting will be recorded</b></p>
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20/493	<p style="text-align: center;"><b><u>DECLARATIONS OF INTEREST</u></b></p> <p>Members were reminded that they should declare relevant interests at each meeting for items on the agenda and to request a replacement form if their circumstances have changed and their register of interests needs amending.</p> <p>It was noted that UDC had recently e-mailed a request for Parish Councillors to directly contact Uttlesford with regard any update on their Register of Interests that they hold on public file.</p> <p><b>No Interests declared</b></p>
20/494	<p style="text-align: center;"><b><u>MINUTES OF MEETING</u></b></p> <p>Approval of the minutes of the last two meetings, 05/08/2020 and 02/09/2020 as circulated to members.</p> <p>Cllr Steer advised she had not seen the September minutes.</p> <p><b>RESOLUTION</b> – Approve the August minutes as a true record; Proposed Cllr Barber, Seconded Cllr Backus – Unanimous agreement.</p> <p><b>RESOLUTION</b> – Approve the September minutes as a true record: Proposed Cllr Burnett, Seconded Cllr Hewett – Unanimous agreement</p>

20/495	<p style="text-align: center;"><b><u>DISTRICT AND COUNTY COUNCILLOR REPORT</u></b></p> <p>District Councillor Bagnall – Local Plan in its infancy, a workshop is to be held next week concerning the “call for sites” process. Town and Parish Councils along with communities to be positively engaged to help better inform in what will be a lengthier local plan process.</p> <p>Members suggested contact with local groups and articles in local magazines, such as the Grapevine, would prove a useful source of engagement.</p> <p>Cllr Backus advised he had not returned a recent Parish Council questionnaire regarding the Local Plan as it did not seem to recognise and or address the need for employment and transport infrastructure to run in tandem with any proposals for housing developments.</p> <p><b>*County Cllr Barker joined the meeting at Item 20/498 and submitted this report at that point –</b></p> <p>There has been a spike in Covid 19 cases in Essex with Uttlesford and Epping being at the top, Uttlesford has 60 positive test cases.</p> <p>The fact is being attributed to some people overly relaxing their personal safety regime (hand and face washing, wearing of masks and keeping a distance), whereas the message remains follow the guidance and keep safe.</p> <p>The proposed Local Government reform is likely to become a reality although probably later than expected due to the impact of the pandemic.</p>
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	<p>The County Cllr Grant fund remains available for Community projects, noted that community led initiatives of local support have proven invaluable to residents during the pandemic.</p> <p>Noted that the neighbouring parish is placing the Priors Green parking issue back on their agenda and that maybe cross parish working would prove beneficial.</p> <p><b>*See Item 20/498 - County Cllr Barker left the meeting due to other commitments</b></p>
<b>20/496</b>	<p style="text-align: center;"><b><u>PUBLIC PARTICIPATION SESSION</u></b></p> <p style="text-align: center;">No comments presented</p>
<b>20/497</b>	<p style="text-align: center;"><b><u>FINANCE</u></b></p> <p>(i) Cllr Bagnall confirmed that contractors are being paid, financial reporting is being maintained. For expediency Cllr Bagnall has paid a contractor from his personal account and will reclaim the amount against the contractor's Invoice as expenses.</p> <p>A technical issue with online banking at present as current sole payment originator unable to fulfil that task.</p> <p>(ii) Motion: "Takeley Parish Council resolves to allow the Chair of the Finance Committee to be a temporary designated contact for the Council's bank account"</p> <p><b>RESOLUTION</b> – To approve Chair to be temporary designated contact for the Council's bank account: Proposed Cllr Bagnall, Seconded Cllr Sprules – Unanimous agreement.</p>

<b>20/498</b>	<p style="text-align: center;"><b><u>HIGHWAYS AND TRANSPORT ISSUES</u></b></p> <p><b>*County Cllr Susan Barker along with Cllr Jackie Cheetham joined the meeting</b></p> <p>Cllr Sprules advised of a recent serious RTA at the junction of the roundabout at Roding Drive and Priors Green, it was suggested that speed calming measures should be considered – Deputy Clerk to action with County Cllr Barker.</p> <p>Cllr Backus made the observation that there possibly would not be much that could be achieved at the junction to calm the speed of vehicles.</p> <p>Cllr Barker advised a scheme would need to be submitted to the Local Highways Panel for consideration and funding</p> <p>Cllr Steer enquired whether the Old Station House was under offer, Cllr Barker agreed to report back to council</p> <p><b>*County Cllr Barker left the meeting due to other commitments</b></p>
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20/499	<p style="text-align: center;"><b><u>SPORTSFIELD AND RECREATION GROUND</u></b></p> <p>Members raised serious concerns as to the volume and poor quality of works completed against the value of the contractor's Invoice and that this must be reviewed with the contractor. Cllr Bagnall to ACTION.</p> <p>Members raised concerns over the value of the two Hedge cutting quotations, £480 and £420 as compared to previous years they seem somewhat inflated and sought clarification. Cllr Bagnall to ACTION</p> <p>Members raised concerns over the payment of the re-seeding invoice for what seems a poor quality outcome. Cllr Bagnall to ACTION</p>
20/500	<p style="text-align: center;"><b><u>PLANNING MATTERS</u></b></p> <p><b>*Cllr Richard Cheetham joined the meeting</b></p> <p>Cllr Hewett presented a brief overview of the Stansted Appeal position and the need to register to speak at the Appeal. It was noted that surrounding villages/residents still have time to submit individual responses to the Appeal.</p> <p>Cllr Jackie Cheetham requested a note of grateful thanks be sent to Martin Peachey for his invaluable assistance with the council's Appeal response(s).</p> <p>Noted – PC Planning Meeting next week to discuss the response to the White Paper – Planning for the Future, due in by 29 October.</p> <p>MOLEHILL GREEN - Cllr Hewett advised he has completed a five year analysis of planning applications for Molehill Green, report to follow.</p> <p>Noted that surprisingly the CPZ seemingly no longer factors in comments, lacks in importance and is downgraded or omitted for Planning consideration by Officers.</p> <p>Cllr Burnett shared her concerns with the local water table levels, the lack of ditch clearance and the resultant serious risk of localised flooding.</p>
	<p style="text-align: center;"><b><u>Exclusion of Public and Press – Under Section 100(A) (4) of the Local Government Act 1972, the public will be excluded from the meeting whilst discussion takes place on items 11 on the grounds that they involve the likely disclosure of exempt information</u></b></p>
20/501	<p style="text-align: center;"><b><u>VERBAL UPDATE FROM CHAIR OF STAFFING COMMITTEE</u></b></p> <p>Confidential item</p>
	<p style="text-align: center;"><b><u>Public to be readmitted to the meeting</u></b></p>

20/502	<p style="text-align: center;"><b><u>MATTERS OF NOTE AND FOR CONSIDERATION ON THE NEXT AGENDA</u></b></p> <p>Council to ensure those who cannot receive digital copies of the information pack prior to a meeting do receive a hard copy circulation of ALL materials contained in the digital version.</p> <p>Ensure one click ZOOM link for future meetings is visible, easily accessible and fully available to members and public alike.</p>
20/503	<p style="text-align: center;"><b><u>DATE OF NEXT MEETING – 04 NOVEMBER – CLOSE</u></b></p> <p>Meeting closed at 8:45pm</p>

Signed.....Date.....