

TAKELEY PARISH COUNCIL

MINUTES

Ordinary Meeting of Takeley Parish Council

held on Wednesday, 6th April 2016 at 7.30pm in Takeley Station House.

Present:

Cllr Carol Pratt	Cllr Tricia Barber (<i>left 10.13pm</i>)
Cllr Pat Burnett	Cllr Richard Cheetham
Cllr Jackie Cheetham	Cllr Tina Domigan
Cllr David Daykin	Cllr Linda Steer
Cllr Sue Sprules	Clerk Jane Heskey
Cllr Trevor Allen	Asst Clerk Jane Bridgeman
Cllr John Green	

Apologies: Cllr Geoff Bagnall & District Cllr Howard Ryles

Visitors: Mr. Martin Peachey - Community Speed Watch & County Cllr Susan Barker

16/47	<p style="text-align: center;">Welcome and apologies</p> <p>Chairman Cllr Carol Pratt opened the meeting, welcomed members and visitors, and received apologies as above.</p>	All note														
16/48	<p style="text-align: center;">Declarations of Interest</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 needs amended.</p> <p>The following non-pecuniary interests were noted: Queen's 90th Birthday Celebration events:</p> <table border="1" data-bbox="225 1144 959 1301"> <thead> <tr> <th></th> <th>MEMBERSHIP/RELATIONSHIP</th> </tr> </thead> <tbody> <tr> <td>Cllr Jackie Cheetham</td> <td></td> </tr> <tr> <td>Cllr Tricia Barber</td> <td>TLC Church members/ PCC</td> </tr> <tr> <td>Cllr Trevor Allen</td> <td>Takeley History Society</td> </tr> <tr> <td>Cllr Linda Steer</td> <td>Takeley Youth Club Mgmt Committee</td> </tr> <tr> <td>Cllr David Daykin</td> <td>PGCH Management Committee</td> </tr> <tr> <td>Cllr Pat Burnett</td> <td>Roseacres Street Party (unofficial) committee</td> </tr> </tbody> </table> <p>In addition, Cllr Pat Burnett declared a non-pecuniary interest in relation to a request made by her husband, Mr. Paul Burnett, on behalf of TLC Church for a contribution towards the costs of hosting The Essex Police Choir for a community concert.</p>		MEMBERSHIP/RELATIONSHIP	Cllr Jackie Cheetham		Cllr Tricia Barber	TLC Church members/ PCC	Cllr Trevor Allen	Takeley History Society	Cllr Linda Steer	Takeley Youth Club Mgmt Committee	Cllr David Daykin	PGCH Management Committee	Cllr Pat Burnett	Roseacres Street Party (unofficial) committee	All note
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16/49	<p style="text-align: center;">Minutes <i>(previously circulated)</i></p> <p>The minutes of the Council meeting 2nd March 2016, which had been circulated previously, were approved as a true record and signed by the Chairman Cllr Carol Pratt.</p>	All note														
16/50	<p style="text-align: center;">Matters arising from the minutes</p> <ul style="list-style-type: none"> • Cllr Richard Cheetham requested an update on the vacancy for TPC Councillor. The Clerk has informed UDC of the vacancy and a UDC notice has been displayed on the village notice board. If an election is not requested the Parish Council can co-opt a new member, and the vacancy will be advertised in the May Grapevine and the TPC Newsletter. • Cllr Linda Steer has a supply of "Clean for the Queen" rubbish bags for anyone that would like them. 	All note														

TAKELEY PARISH COUNCIL

16/51	<p style="text-align: center;">Open Forum</p> <p>ECC Cllr Susan Barker reported:</p> <ul style="list-style-type: none"> The new Chief Executive of UDC Dawn French has been visiting villages & towns to familiarise herself with the district. UDC has concluded a Green Belt review and it has been decided that no changes will be made. This will have an impact on the Site Assessments for the Local Plan. Some will now have to be discounted. No details of the CPZ review have been circulated yet. It was brought to Cllr Susan Barker's attention that lorries servicing the Go Homes development have been parking on the pavement along the B1256. This has caused an obstruction to pedestrian's walking to school, on the designated "walk to school route". Replacement Waste Plan at Crumps Farm (A23): concerns have been raised about the depositing of hazardous waste. An ECC Planning Officer has been asked to address a meeting locally. A request for a new roundabout & zebra crossing on Priors Green has been received. A faulty street light at Brewers End needs repair Funds of £12k from S106 and £32k from UDC Highways Panel have been ring- fenced for re-surfacing works on byway 25 (Jacks Lane). The Clerk will be speaking to Mr. Euan Kennedy (Lord of the Manor) and ECC PROW regarding the future plans. The Clerk will update Lt. Canfield PC TPC requested the Cllr Susan Barker follow up their regular reports and complaints regarding road cleaning in the areas of new developments with Highways. <p>Martin Peachey informed TPC that an SSE meeting will be taking place in the Station House on 19th April at 8pm.</p>	All note/ Clerk
ADMINISTRATION & FINANCE		
16/52	<p style="text-align: center;">March 2016 Financial Report (x2) <i>(previously circulated)</i></p> <p>Financial transactions for March 2016 were table & agreed. TPC noted a completed bank reconciliation.</p>	All note/ Clerk
16/53	<p style="text-align: center;">Morrells Green Play Equipment <i>(previously circulated)</i></p> <p>Cllr Pat Burnett presented 3 quotes for a piece of multi-play equipment for Morrells Green. Prices ranged from £5 - £11k. Cllr Jackie Cheetham proposed the purchase of 'Little Miss Muffet' play equipment from Wicksteed, 2nd by Cllr Trevor Allen. TPC resolved to accept this quote for £6330.80 (ex vat). Cllr Pat Burnett will place the order.</p>	All note/ Clerk
16/54	<p style="text-align: center;">Queen's 90th Birthday Celebrations <i>(previously circulated)</i></p> <p>The Clerk has received several requests from local community groups for funding towards their celebrations/events. TPC approved the following:</p> <ul style="list-style-type: none"> Roseacres street party (Sat 11/6/16) - £250 Takeley Youth Club event (22/4/16)- £120 TLC Church, incl Takeley History Society & Takeley Ladies Circle - £600 Community/Day Centre Tea Party (6/6/16) - £350 Commemorative medals to be provided for the children of both primary schools and SJH Playgroup/Nursery. TPC will ring fence up to £1200. Cllr Sprules to confirm final numbers & Clerk place order w/e 15/4/16 Cllr David Daykin has submitted a proposal on behalf of Priors Green Community Hall for a children's party and has requested £400. As the event is yet to be confirmed and agreed by the PGCH Committee TPC will 	All note/ Clerk/ May agenda

TAKELEY PARISH COUNCIL

	<p>await details and will add to the May agenda.</p> <ul style="list-style-type: none"> • TPC approved a request from Cllr Tina Domigan requesting permission to use the green at The Pastures for a party for Morrells Green residents. Cllr Domigan explained that she may put in a request for funding for the May meeting. • The Community Café at the Station House will also be holding an event but no funding is required, further details will be announced. 	
16/55	<p style="text-align: center;">Celebrating St George's Day with Essex Police Choir <i>(previously circulated)</i></p> <p>Mr. Paul Burnett has requested a donation of £125 for the hire of an acoustic piano for a community concert to be held at Holy Trinity Church. The concert by Essex Police & Choir will take place on 23rd April, & will raise funds for the Church. TPC resolved to provide a donation of £125</p>	All note/ Clerk
16/56	<p style="text-align: center;">Purchase of Projector</p> <p>UDC has recently reviewed policy to further reduce the printing and distribution of hard copy documents and to encourage more documents to be viewed electronically. This will include planning application documentation. To prevent incurring additional printing costs, whilst still allowing the Planning Committee to be able to view detailed plans, it is suggested that TPC purchase a projector and a drop down screen. This could also be used at other meetings to provide access to documents and information without the need to print multiple copies. TPC agreed that Cllr Pat Burnett should seek information regarding the best projector for the purpose.</p>	All note/ May agenda
16/57	<p style="text-align: center;">Silver Jubilee Hall Development</p> <p>Phase 2 of the refurbishment has started. Solicitors for both parties are in contact and a loan agreement is being drawn up. TPC is awaiting approval of the loan from the Public Loans Board.</p>	All note
16/58	<p style="text-align: center;">Station House Lease</p> <p>Following the agreed response, TPC solicitor has not received a reply from ECC. A copy of the letter will be sent to ECC Cllr Susan Barker & Gavin Jones the Chief Exec of ECC.</p>	All note/ Clerk
16/59	<p style="text-align: center;">Purchase of Old School House, Brewers End</p> <ul style="list-style-type: none"> • TPC solicitor has requested a draft contract from ECC. • ECC is awaiting approval from UDC to proposed work on a protected tree (on cricket field). They are also negotiating with Takeley Cricket Club re the timing of the tree work. • TPC will contact ECC regarding work requested on the other trees not covered by the TPO and will also ask to be notified in advance of when the work will take place. 	All note/ Clerk
16/60	<p style="text-align: center;">2015/16 Year End</p> <p>2015/16 Annual Governance & Statement of Accounts to be submitted to external auditors by 13th June. Finance Committee meeting to be scheduled for Wed 20th April at 10.30am. TPC agreed to appoint Mr Michael Letch to complete the internal audit inspection.</p>	All note/ Clerk

TAKELEY PARISH COUNCIL

16/61	<p style="text-align: center;">Planning Committee Report & Recommendations 23/03/16 <i>(previously circulated)</i></p> <p>TPC approved the following:</p> <p>UTT/16/0691/FUL Land adj Willows Cottages, Mill End, Molehill Green Road Brief Description: retrospective change of use of land for the parking & storage of airport related vehicles Recommendation: Objection <i>The owner of the property has requested a meeting with TPC and was invited to the evening meeting. TPC see no reason to make further arrangements as their response to the planning application has been agreed.</i></p> <p>UTT/16/0555/FUL Christian School, Brewers End Brief Description: Retention of 2 x portacabin classroom buildings for existing school previously approved under UTT/1502/09/FUL Recommendation: No objection.</p> <p>UTT/16/0417/DFO Land adj Sunny View, School Lane, Molehill Green Brief Description: Details following outline application UTT/12/6120/OP for the erection of a one & a half storey dwelling. Details of access, appearance, landscaping, layout & scale. Recommendation: Objection</p> <p>Note re Drainage & Ditches: TPC agreed to contact Dave Chapman from the Environment Agency regarding the growing concerns with the ditches in the village. With so much development in the area ditches are being blocked and neglected with knock on effects to neighbouring properties.</p>	All note/ Clerk
16/62	<p style="text-align: center;">ECC Replacement Waste Local Plan Pre Submission Consultation <i>(open until 14th April 2016)</i> <i>(previously circulated)</i></p> <p>TPC approved the following response:</p> <p style="text-align: center;">TAKELEY PARISH COUNCIL OBJECTS</p> <p>The Pre-Submission Draft RWLP is unsound in that aspects of the Plan are not legally and procedurally compliant:</p> <p>In relation to the sites at Crump's Farm & Little Bullocks Farm TPC concurs with ECC's originally assessment which discounted these allocations. The Minerals Local Plan was approved by the Secretary of State and adopted by ECC as recently as 2014. This Plan included a condition that extraction of minerals from sites A22 and A23 could not commence until the main Crump's Farm site was fully restored - which is not expected until around 2030. Why are ECC planners now saying that they can overrule that condition? Some of the environmentally consequences of these allocations have now either been ignored or understated.</p> <p>The amount of minerals expected to be extracted from site A23 is very small, and we say, too shallow to allow the safe dumping of hazardous waste. Policy 13 clearly states that 'land raising that is considered to constitute a waste disposal activity, for its own sake, will not be permitted' so burying the waste by covering with other materials is not an option.</p> <p>The RWLP fails to consider the impact on proposed housing development at Priors Green (Takeley/Lt. Canfield) - UDC Local Plan - potential for 1750 new homes and a primary school (north of B1256 opposite the above sites)</p> <p>The enclosed maps are out of date and fail to show new, under construction, and approved/proposed housing development around the site.</p>	All note/ Clerk

TAKELEY PARISH COUNCIL

	<p>There is no mention of housing development currently under construction adjacent to the site at Runnels Hay and the impact on this site. It is proposed to allocate hazardous waste to Site 2 which is adjacent to Runnels Hay.</p> <p>TPC is very concerned about the environmental impact on the River Roding and Runnels Hay Bluebell Wood (ancient woodland). The RWLP underestimates the risk of leeching.</p> <p>There is surely a real danger of 'bird strikes' (Stansted Airport)</p> <p>The additional HGV traffic generated by these sites would add to the already intolerable volume of HGV traffic through Takeley and along the B1256 (Elsenham site currently has permission for 400 vehicle movements per day). The noise and vibration negatively impacts on the wellbeing of our residents and destroys the local road network.</p> <p>For the reasons stated above TPC objects to any additional HGV traffic through Takeley as a result of the proposed allocation at Gaunt End, Elsenham</p>	
16/63	<p style="text-align: center;">UDC Statement of Community Involvement Consultation <i>(previously circulated)</i></p> <p>Takeley Parish Council has reviewed the above consultation document and approved the following response:</p> <ul style="list-style-type: none"> ▪ Legislation maybe on the side of UDC but UDC Chairman Clr Howard Rolfe promised 'openness & transparency,' so where is the right of response in this process? ▪ The NPPF stresses the importance of 'early & meaningful engagement with neighbourhoods' to produce a Local Plan that reflects the strategic priorities. Shortening the process, and the opportunity for full public engagement/ comment destroys localism and negates any notion of community led planning. ▪ At the first UDC Planning Policy Working Group meeting Chairman, Clr Howard Rolfe talked about 'openness & transparency' so why is it that : <ol style="list-style-type: none"> 1. UDC has planned the only full public consultation regarding the new Local Plan over the Christmas period (Nov/Dec 2016) 2. The only opportunity for full public comment on the new Plan will not be acted upon. UDC has a responsibility to consider comments and recommended action. Instead, it is intended that comments will be summarised and bundled up to accompany the draft Local Plan submission to the Inspector ▪ Regulation 18 Town & Country Planning (Local Planning) (England) Regulation 2012 sets out specific bodies or persons that an LP authority must notify and invite representation. 'The LP authority must take into account any representation made, and will need to set out how the main issues raised have been taken into account'. UDC is obliged to produce a document entitled 'Statement of Compliance' which will summarise the main issues raised through consultation & how these have been addressed in the submission document. How will this be fulfilled? ▪ The process lacks a strategic approach. The process used for determination of housing sites does not appear to be needs driven; rather it is driven by 	All note/ Clerk

TAKELEY PARISH COUNCIL

	<p>land availability and interest from land owners. The 'Landowner & Developer Site Proposals' document clearly emanates from interest registered by landowners rather than where development needs to be and should be.</p> <ul style="list-style-type: none"> ▪ Where is the strategic plan? When will communities know what infrastructure requirements UDC has built into the Plan; and how these will be funded and brought on stream at the appropriate time? ('Infrastructure Delivery Programme') ▪ UDC has been too slow to gather technical evidence e.g. Highways assessment re M11 Jtn 8, and is sacrificing community involvement in order to meet the March 2017 Govt deadline. UDC should break this deadline (by 2-3 months) in order to fully consider the opinions of residents & communities. ▪ The schedule for completion and submission of a new Local Plan is at the expense of community involvement and is FLAWED. Page 7 of the draft SCI states that 'UDC's principle of community involvement is to provide everyone with an opportunity to get involved at a time in the process where their views can influence the outcome'. TPC fundamentally disagree that there is an opportunity for meaningful consultation on a new Local plan. ▪ TPC makes the following recommendations: <ol style="list-style-type: none"> 1) there should be meaningful consultation where comments are assessed by officers and members 2) appropriate resources should be engaged at UDC 3) The March 2017 submission deadline should be extended 	
16/64	<p style="text-align: center;">UDC Local Plan -Site Assessments <i>(previously circulated)</i></p> <p>TPC Planning Committee has coordinated a response in conjunction with Geoff Gardner & Bruce Bamber (Planning Consultant).</p> <ul style="list-style-type: none"> • TPC agreed that the importance of maintaining the Countryside Protection Zone (CPZ) should be further detailed within the report. TPC approved the draft report with revisions. • DC Cllr Howard Ryles will arrange a meeting with all 3 District Cllrs and TPC. A copy of the response will be sent to them in preparation for the meeting. • TPC agreed for a press release to be sent to the Herts & Essex Observer and Dunmow Broadcast regarding the shortened process of the local plan. This will be circulated to full council for approval. • TPC authorised payment of consultant invoices as per quote 10/3/16 	All note/ Clerk
16/65	<p style="text-align: center;">UDC Parish Forum 23/3/16 <i>(previously circulated)</i></p> <p>Clr Geoff Bagnall attended & provided the following report:</p> <ol style="list-style-type: none"> 1. Local Validation Requirement Checklists – these will be consulted on during April and May 2016. 2. New fees 3. Update on 5 year housing figures - These figs. should be released in June 2016 and give an indication if UDC have a five year land supply. 4. Street Name Numbering policy/guidance - going to cabinet during April. 5. Less paper/printing: UDC have been looking at ways to reduce the amount of paper it prints to save money and time. Officers now only receive limited plans with an application. If an application is submitted as a paper copy then the officer gets the full set. The plan is to send to the Parish/Town Councils exactly what the officer receives. 	All note

TAKELEY PARISH COUNCIL

16/66	<p style="text-align: center;">Church View, Brewers End - Taylor Wimpey reps visit 16/3/16</p> <p>TPC noted the following report:</p> <ul style="list-style-type: none"> ▪ Original application for 7 dwellings refused by UDC Sept 2015 (UTT/15/2424/FUL). Appeal outstanding. ▪ TPC criticised the work on the site in relation to the boundary along Church Lane - removal of established trees and the construction of a culvert. Did this work have permission? The ditch does not flow & is now full of water. ▪ Taylor Wimpey representatives explained: <ul style="list-style-type: none"> - 3 dead/unsafe trees removed - Head wall inserted. vegetation cleared - Plan to replant ▪ Taylor Wimpey seeking comments on proposal to build 4 x 2 bed bungalows & 1 house (700-800sq ft) ▪ TPC would prefer no development at all. This site is outside development limits & within CPZ, & is a sensitive given proximity to Church/Church Lane ▪ If development is to occur TPC would require low profile & low density bungalows that may meet a community need ▪ Other preferences: <ul style="list-style-type: none"> - brick to match Millers wall - slate roof tiles Permeable paving ▪ David Burns (Taylor Wimpey) to provide: <ol style="list-style-type: none"> 1. Planting plan for boundary (with mature trees) 2. Reassurance re the ditch (is it permitted?, is it working?, details of the drainage scheme - nothing with original application) 	All note
16/67	<p style="text-align: center;">GP Provision for Takeley Residents</p> <p>NHS England has no future plans to open a doctor's surgery in Takeley. Cllr Sue Sprules would like to investigate how many residents are registered at the 6 closest surgeries in the surrounding towns and villages and the service that they provide. Cllr Sprules offered to send a letter to West Essex CCG under the FOI act requesting up to date figures (Asst Clerk to provide list of Takeley post codes)</p> <p>The newly opened pharmacy in Takeley is under pressure because of changing Government policies. The pharmacist will email the Clerk further details.</p>	All note/ Cllr Sprules
REPORTS		
16/68	<p style="text-align: center;">Clerks Report <i>(previously circulated)</i></p> <p>TPC noted the report including:</p> <ul style="list-style-type: none"> • RCCE Village Agent will be visiting TPC on Wednesday 13th April at 11.30am regarding liaising with vulnerable people. • Annual Parish Assembly will take place on Wednesday 11th May 2016 at 7.30 at the Station House. • SSE Parish Liaison Meeting to be held on 19th April at 8pm at the Station House. 	All note
16/69	<p style="text-align: center;">Priors Green Community Hall</p> <ul style="list-style-type: none"> • The Committee now has 6 members. • The new Treasurer has taken over invoicing and accounts for the hall. • The accounts for 2014/15 have been completed and are ready to present to RCCE prior to the registration application to the Charity Commission. • After the recent bad weather damage to the hall roof is to be inspected by an Insurance Assessor before works will be carried out. 	All note

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TAKELEY PARISH COUNCIL

16/70	<p style="text-align: center;">Highways & Transport <i>(Cllr Tricia Barber left 10.13pm)</i></p> <ul style="list-style-type: none"> Repairs to the pothole in Station Road which had exposed wires has been completed. The Clerk has received a complaint from a resident regarding continued speeding and unsafe driving on Takeley Street. Cllr Pat Burnett will speak to CSW team regarding future monitoring in that area. SRC & Lynch have been contacted regarding their vehicles causing an obstruction near the shops (Four Ashes) because of parking in the bay and on the verge opposite. Any further incidents to be reported to the Clerk with registration numbers. Lynch to be contacted regarding their speeding vehicles Community Speed Watch Team are creating an activity log for Parsonage Rd, Station Rd & Dunmow Rd noted (copied to Essex Police). We have received a quote to modify 4 street lamps owned by TPC to LED. Prices will now be sought for a contractor to carry out the work. Bus timetables are changing from Sunday, 10th April. A notice has gone up on the noticeboard and other will also be displayed in the Station House Café. Phyllis Altham (ECC Bus Liaison) contacted Arriva and a 14 page new timetable has been provided. Copies to be left with Phyllis and at the Station House. A letter from a resident regarding Takeley Street traffic calming has been passed to Martin Peachey. A resident from Gametts has contacted TPC thanking them for cleaning the graffiti from the bus shelter and also asking about the possibility of traffic calming in Parsonage Road. Residents from Champneys Way, Priors Green have requested a mini roundabout at the junction with Roding Drive. Drivers are not stopping at the junction and residents believe it is very hazardous. The Clerk will contact Essex Highways regarding signage as there is insufficient room for a r'about. 	All note/ Clerk
16/71	<p style="text-align: center;">Sports Field</p> <p>The report was noted & signed by Chairman Cllr Carol Pratt.</p>	All note
16/72	<p style="text-align: center;">Village Services</p> <ul style="list-style-type: none"> Cllr Trevor Allen will be resigning at TPC representative from the committee at SJH. Chairman Cllr Carol Pratt will make enquiries with the committee regarding joining. 'Tidy Takeley' banner has been erected on the village green at the Four Ashes. TPC to ask the UDC Rangers to trim the hedges along the walk to school route (Takeley Business Park to Smiths Green). 	All note
16/73	<p style="text-align: center;">Other Reports</p> <ul style="list-style-type: none"> The collapsed bridge at Pincey Brook is to be replaced. PROW Team (Nigel Ely) has confirmed that a design has been approved, and budget agreed. Awaiting approval from Stansted Airport. Meeting on Wed. 13th April at Station House regarding Byway 25/Jacks Lane resurfacing with Mr. Euan Kennedy (LoM & landowner) 	All note
16/74	<p style="text-align: center;">Non Agenda List</p> <p>TPC noted the report.</p>	All note

The meeting finished at 10.44pm

THE NEXT MEETING & AGM will be held on
Wednesday, 4th May 2016 in Takeley Station House at 7.30pm.