

# TAKELEY PARISH COUNCIL

**Ordinary Meeting of Takeley Parish Council**  
**Wednesday, 14<sup>th</sup> March 2018 in Takeley Station House at 7.30pm**

**Present:** Cllr Carol Pratt, Chairman, JP  
 Cllr Sue Sprules  
 Cllr Tina Domigan  
 Cllr Pat Burnett  
 Cllr John Green  
 Cllr Patricia Barber  
 Cllr Linda Steer  
 Cllr Dom Roque  
 Clerk Julia Peachey  
 Assistant Clerk Jules Potter

**Apologies:** Cllr Geoff Bagnall  
 Cllr Jackie Cheetham  
 Cllr Richard Cheetham  
 Cllr Trevor Allen  
 Cllr Jim Backus

17/263	<b><u>WELCOME &amp; APOLOGIES</u></b>	<b>All note/ Clerk</b>
	Chairman Cllr Carol Pratt opened the meeting, welcomed members, and visitors and received apologies as above. 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.	
17/264	<b><u>DECLARATIONS OF INTEREST</u></b>	<b>All note/ Clerk</b>
	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.	
17/265	<b><u>MINUTES</u></b> <i>(previously circulated)</i>	<b>All note/ Clerk</b>
	The minutes of the Council meeting dated 7 <sup>th</sup> February 2018, which had been circulated previously, were approved as a true and accurate record and signed by the Chairman, Cllr Carol Pratt.	
17/266	<b><u>DISTRICT AND COUNTY COUNCILLOR REPORT - (15 mins max.)</u></b> (District/County Councillors will provide verbal or written reports and answer questions).	

	Howard Ryles updated on UDC's position with Stansted Airport Application.	
17/267	<b><u>OPEN FORUM</u></b>  There were no members of the public present.	
17/268	<p style="text-align: center;"><b><u>CLERKS REPORT</u></b></p> <p><b><u>Ref: Christian School Crossing will not be implemented despite the Parish Councils submission to the LHP</u></b></p> <p>The results of the PV<sup>2</sup> assessment which was undertaken by ECC outside the Christian School will not allow the UDC Highways Panel to progress with a safety scheme. Highways reported there are an abundance of accesses all along this stretch of road and the footway on the southern side of the road would be too narrow in many places to facilitate the infrastructure required for a crossing</p> <p><b><u>Illegal Airport Parking:-</u></b></p> <p>Statement Below From Essex County Council</p> <p><i>"ECC does not have a function anymore for installing parking restrictions unless they met the statistic lead criteria for congestion or safety, as the responsibility for parking reverted to the respective Parking Partnerships. For the locations which are currently un-adopted then North Essex Parking Partnerships wouldn't consider them until 2020 but for the locations which are on adopted highway, then North Essex Parking Partnership would be where requests of this nature would need to be directed."</i></p> <p><b>The public should direct illegal Airport Parking to North Essex Partnership: <a href="mailto:techteam@colchester.gov.uk">techteam@colchester.gov.uk</a></b></p> <p><b>And or Ring the Airport related parking hotline number.</b></p> <p><b>Illegal Airport Parking Hotline -Tel: 0800-731-2385</b></p> <p><b><u>Other Updates</u></b></p> <ul style="list-style-type: none"> <li>• Letter sent off to Uttlesford re: illegal airport carparking. Howard Ryles has also been copied into the complaints and will be meeting with MAG.</li> <li>• Letter received from Ivy Cottages complaint about UDC's attendance at the Easton Park Consultation and Land Securitas not having the finite detail about the planning application. Copy of Takeley Parish Council minutes have been sent off.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Fly tipped rubbish outside Station House collected after complaint</li> <li>• Laurel cuttings dumped at the eastern end of Jacks Lane – reported to UDC for removal.</li> <li>• Schedule of fortnightly bin collection dates has been put together based on last invoice – TBS hygiene have since confirmed the schedule is correct – (it is only on bank holidays or if there is snow it will be different). Copies available.</li> <li>• Junction at Molehill Green has been reported to Essex County Council. Broxton Parish Council have been in touch due to a road traffic accident at the latter part of last year. There is a tree with a TPO on it which does obscure sight line. ECC have been asked to look at the junction in general ref: safety issues.</li> </ul>	
17/269	<p style="text-align: center;"><b><u>FINANCE REPORT</u></b></p> <p>Members approved the transactions listed and noted that bank reconciliations had occurred for the former month.</p> <p>Rather than approve £86.25 plus vat for moving the unused bin at the recreation ground. The Chairman suggested she would visit the site and see if she could actually detach and install herself.</p> <p>The council decided to defer any decision with regard a PLWB and would look at what it would involve in the following month.</p> <p>The council approved a cheque of £250 to the Takeley Park Residents Association towards the cost of marquee/future fund-raising event. (Proposed by Cllr Dom Roque and seconded by Cllr Pat Burnett).</p> <p>Reports of rubbish being thrown in a stream by members of public by Church Lane were noted. The council agreed to take up more regular litter pick initiatives. The Council did not approve any new bins or other receptacles for the area.</p> <p>Takeley Parish Council agreed to pay the cost of planning consultants for the Gladman Application. Noting that Takeley will pay two thirds and Gt Canfield will be paying one third of the invoices.</p> <ul style="list-style-type: none"> <li>• Railton TPC : £1,050</li> <li>• Gardner Planning Ltd: £1,500 + VAT</li> </ul> <p>Confirmation has been received from the Priors Green Community Hall that last months S106 cheque had been cashed.</p> <p>The Council approved Matt Jarratt's invoice sum of £124.00 which included materials for fencing and planting at Morrells Green</p>	<b>All note/ Clerk</b>

**THE OLD SCHOOL HOUSE****All  
note/  
Clerk****Approved Letter for Businesses Distribution**

It had been confirmed the Parish Council may accept charitable donations towards a project under LGA 1972, S139 subject to statutory duties not being affected.

Accordingly, the council approved the letter for requests for donations for local businesses. It was agreed the Clerk will print a coloured copy and get it signed by the Chairman. Copies will then be given to Cllr Tina Domigan and Cllr Patricia Barber for distribution with Councillors who will organize a distribution list of approached companies.

It was resolved that Martin Peachey may carry out councillor type duties re: The Old School House Working Group with fund raising initiatives, including the Heritage Lottery Fund.

**Community Initiative Fund**

The Clerk confirmed the council had been successful in it's application for £15,000 of CIF funding for the Old School and that criteria had been sent to her on how to claim. With this fund it was noted the work had to be done first then receipts sent in afterwards. Copy of the letter has been forwarded to John Monk for information.

**Green Coin Scheme**

Green Coin Token Scheme at Waitrose has ended in 4-8 weeks – Takeley Parish Council will receive £203.00

**Heritage Lottery Fund**

Heritage Lottery Fund has been researched by Cllr Pat Burnett and passed to other members –, Cllr Tricia Barber, Cllr Tina Domigan and Cllr Richard Cheetham have met up with Martin Peachey. Extra copies of the Heritage Lottery folder have been duplicated. The Working Group will e-mail out

**Revision In Tender Prices**

To note that due to the noted lack of detail in the initial paperwork of the tender of R.W.Blackwell the contractor as per the email sent to all councillors has sent in a revised tender price of £421,838. This contractor therefore is no longer the cheapest contractor as noted

Ratcliffe Burridge	£411,644.75
R. W. Blackwell	£421,838
Silvesters	£434,443

	<p>Councillors had been copied into a series of e-mails between councillors and QS Mark Hammond. QS Mark Hammond had produced a report which was e-mailed round to all in respect of differentials.</p> <p>Going forward it was agreed that John Monk would be asking for a signed letter from all contractors stating that all elements of the build had been covered in their tender price.</p>	
17/271	<p style="text-align: center;"><b><u>HIGHWAYS &amp; TRANSPORT ISSUES</u></b></p> <p>Large pot holes on Dunmow Road to be reported to Highways.</p> <p>Pot holes on Church Lane where car park is right to Church Gate are quite large and need filling in.</p> <p>Build up of water by the Silver Jubilee Hall entrance noted as forming a stream in the car park.</p> <p>Query was raised ref: survey occurring at Hope End. Cllr Pat Burnett highlighted she would speak to the highways employee who visits the community café.</p> <p>Mud was noted as still being on the Parsonage Road on the right hand side on the bend as you come from Mole Hill Green. The matter has been reported to Highways.</p>	
17/272	<p style="text-align: center;"><b><u>VILLAGE ISSUES</u></b></p> <p>It was agreed that new bi-monthly dates would be put together for the litter picking. Litter picking posters had been put up in the café and on the pin board ref Priors Green litter pick on the 24<sup>th</sup> March 2018.</p> <p>Cllr Jim Backus has advised in advance of the meeting via e-mail that Land to the West of the Bovis site (Russell Francis Way) still showed no evidence of tree planting. Clerk has requested update from planning</p> <p>The entrance to land which the council owns is being damaged outside You're Furnished. The water meter is being damaged and suggestion was made that galvanized steel posts should be installed to prevent further damage. Matt Jarratt had quoted £490 for the work. The matter will be discussed again at the next council meeting as concern was expressed about the aesthetic appeal of steel posts.</p>	
17/273	<p style="text-align: center;"><b><u>SPORTS FIELD &amp; RECREATION GROUND</u></b></p> <p>Dom Roque reported that he was meeting with owners of Fitness Squad next week ref: hire of the Sports field.</p> <p>It was noted that extra bark was needed to fill the hole by the slide at the recreation ground behind the Silver Jubilee The Chairman highlighted she had some which could be used.</p>	

17/274	<p style="text-align: center;"><b><u>ROLES &amp; RESPONSIBILITIES</u></b></p> <p>It was acknowledged that 63 page electronic guidance on Data Protection had arrived.</p> <p>The assistant clerk's official start date was noted as the 1<sup>st</sup> March 2018.</p>	
17/275	<p style="text-align: center;"><b><u>PLANNING</u></b></p> <p>The planning committee minutes of 14<sup>th</sup> February 2018 were formally approved as a true and accurate record.</p> <p>Takeley Parish Council will be responding to the following planning applications during the course of the month.</p> <p>All comments to all planning applications are viewable on the Uttlesford District Council website.</p> <p><b><u>STANSTED AIRPORT - UTT/18/0460/FUL</u></b>  Airfield works comprising two new taxiway links to the existing runway (a Rapid Access Taxiway and a Rapid Exit Taxiway); six additional remote aircraft stands adjacent Yankee taxiway); and three additional aircraft stands (extension of the Echo Apron) to enable combined airfield operations of 274,000 aircraft movements and a throughput of 43 million terminal passengers, in a 12-month calendar period.</p> <p><b><u>GT CANFIELD- GLADMANS</u></b>  UTT/18/0318/OP - outline planning permission for the erection of up to 135 dwellings with public open space, landscaping and sustainable drainage system(SuDS) and vehicular access point from Great Canfield Road. All matters reserved except for means of access</p>	

**The full council meeting finished at 9:15 pm**

**The next meeting of Takeley Parish Council will be held on  
Wednesday April 4th 2018 at 7:30pm in the Station House.**