

TAKELEY PARISH COUNCIL MINUTES

Ordinary Meeting of Takeley Parish Council

Wednesday 6th March 2019 at The Station House, Sycamore Close at 7.30pm

Present:

- Cllr Carol Pratt (Chairman)
- Julia Peachey – Clerk
- Julia Potter – Assistant Clerk
- Cllr Geoff Bagnall
- Cllr Patricia Barber
- Cllr Pat Burnett
- Cllr Jackie Cheetham
- Cllr Richard Cheetham
- Cllr Peter Hewett
- Cllr Dom Roque
- Cllr Linda Steer
- Cllr John Green
- Cllr Susan Sprules
- District Councillor Howard Ryles
- County Councillor Susan Barker
- Howard Rolfe – Leader of UDC
- Danielle Threadgold – Member of the Public

Apologies:

- Cllr Trevor Allen,
- Cllr Jim Backus

17/398	<u>WELCOME & APOLOGIES</u>	All note/ Clerk
	<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.</p>	
17/399	<u>DECLARATIONS OF INTEREST</u>	All note/ Clerk
	<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>	

17/400

DISTRICT AND COUNTY COUNCILLOR REPORT
(15 mins max).

District Cllr Howard Ryles

District Councillor Howard Ryles addressed the council and highlighted that Jeremy Pine would be following up on MAG planning issues. In response the clerk highlighted that vehicles parked in the signed clearway and verges surrounding the airport would be subject to NEPP fines after the 15th March 2019 when the current order legally becomes enforceable.

District Councillor Howard Ryles highlighted the SRC vehicles going through Takeley should be using the A120 and this has been reported by himself as well as the Parish Council.

Cllr Jackie Cheetham requested that large permitted developments such as the multi storey by the Radisson be notified to the parish council by the District. It was acknowledged that the District Council would be discussing the Local Plan in the first week in July 2019.

County Councillor Susan Barker

County Councillor Susan Barker high-lighted issues with Coopers End link road. Cooper's End Junction will be opened but only for Construction traffic for the Airport.

Priors Wood Court parking restrictions were noted as being reported as causing issues. It was highlighted that NEPP could be written to up until 22nd March 2019 to take into account members of the public's comments in respect of restrictions. Copy with contact details have been placed on the essexinfo.net/takeleyparishcouncil website – under latest news. (Amendment No.65) Order 201. (Elm Close, Roding Drive and Wintershutt Drive are other roads in Takeley, also having restrictions imposed under the same order). (ECC/UDC issuance). Takeley Parish Council does not have jurisdiction on the roads- so response must go to the North Essex Parking Partnership(NEPP).

Cllr Howard Rolfe – Leader of UDC

Cllr Howard Rolfe spoke about his meeting with PCSO James Grey and highlighted the issuance of new cameras (not basic speed guns) which could now be used as part of direct prosecution. Cllr Howard Rolfe highlighted that the accuracy of speed was a lot easier to obtain and that the District Council had invested in their purchase. It was noted that the machinery could only be used by the PCSO's and that currently there was high demand as just received, but site visits could be set up via Howard Ryles who will liaise with the PCSO's.

	<p>Cllr Howard Rolfe stated he took on board views about the lack of hardcopy plans and Uttlesford District Council's website. Takeley Parish Councillors highlighted the change in procedure by UDC not to produce hardcopy plans would merely add to local workload and feed back to parish precept in terms of purchase of projectors, officers' time etc.</p> <p>It was noted there had been no consultation with councils and that the UDC parish forum was used as a vehicle to deliver the news of the changes with the views of the individual councils being totally ignored.</p> <p>It was acknowledged average planning applications typically had in excess of 35 documents to download with many far exceeding that amount. Concerns about access to those who did not have internet facilities and issues with current printers not having the capacity to print out larger than A4 were also highlighted.</p> <p>The cost of buying large A3 printers would fall on the parish councils. (Amazon google indicates they cost several hundred pounds and that a basic seventy-pound printer would result in higher ink cartridge costs) and so the economy of volume printing would be an ongoing cost for parish councils.</p> <p>Neighbourhood plans and the requirement for the District to review the local plan every five years was highlighted by Councillor Rolfe.</p> <p>Takeley Parish Council highlighted they had discussed this topic at length but noted that the parish had already increased in size by 121% since 2005 and that the new local plan had provided provision of only 20 dwellings up to 2032.</p> <p>Councillor Rolfe acknowledged that once the Local Plan had been endorsed Takeley Parish would be much better protected than it was to the prospect of windfall sites at present, but suggested that reviews of the local plan could mean things change in the future.</p> <p>Cllr Bagnall highlighted that the Council had instead considered a design statement which would concentrate specifically on conservation elements.</p>	
17/401	<p style="text-align: center;"><u>OPEN FORUM</u></p> <p style="text-align: center;">(Members of the public given opportunity to speak up to 15 minutes)</p> <p>There was one member of the public present who confirmed that she wished to observe proceedings.</p>	

17/402

CLERKS REPORT

Following resident complaint ref: SRC HGV' logged on Thursday 14/02/18 at 15:58 (Reg: EU17UWZ) travelling along the B1256. Details have been forwarded to Tracey Burrows enforcement to see if there is an agreement in place to prevent them travelling through the Parish. (The matter has also been reported as above by District Councillor Ryles.)

Drain at Bennett Canfield near Broadfield Road noted as blocked. ECC are not considering it a priority matter – reported on the ECC website and copy of ECC response has been forwarded to Sarah Warne of Lt. Canfield.

Further report over the weekend 22nd-24th Feb highlighting that the other two drains in Bennett Canfield are blocked which is resulting in school children walking in the road to avoid the flooding.

Bambers Green Road Clearway

This road has just been made a clearway with no parking, 24/7 on the road or verges.

Essex County Council - Footpaths

Resident phoned up concerned about the mud on footpath along Parsonage Road, which is close to Stansted courtyard and leads round Coopers End and Knells cottage. Believed to be footpath 17. Currently six inches deep in mud

Elections

Cost of elections is being spread out between parish councils regardless of whether or not the individual parish has an election or not.

Every councillor or potential councillor is being asked to go to UDC individually to drop off their papers. If you have queries about the paperwork you can ask for an appointment at UDC.

NB Change of Date to May Meeting Due to Elections

The Annual May meeting will be held **on Wed 15th May 2019 to comply with the election year legislation.**

The election is due to be held on Thursday 2nd May 2019 the fourth day after is 6th May (a bank holiday) but falls back to Tuesday 7th May. The Council's annual meeting on an election year must be held within 14 days after, meaning on or before 21st May. For the annual meeting to be valid, at least three clear day notice are given for the purpose of submitting the agenda and information to any new councillors. Based on these legal requirements the council have adjusted the date for their annual meeting this year and wish to notify the public in advance.

	<p>The main timetable of events for the election are as follows:</p> <p>Publication of Notice of Election – Friday 22 March 2019</p> <ul style="list-style-type: none"> * Period for delivery of nominations begins on Monday 25 March, or as otherwise specified in the Notice of Election * Close of nominations and notice of withdrawals – 4pm on Wednesday 3 April * Declaration of election of candidates in uncontested areas – on a date between publication of the statement of persons nominated (on 4 April) and polling day – these notices are likely to be published week beginning 8 April * Polling day – 7am to 10pm on Thursday 2 May * Parish election counts – on Friday 3 May, Saturday 4 May, or possibly Sunday 5 May * All parish candidates elected, whether in a contested or an uncontested election, come into office on Monday 6 May (four days after polling day – in 2019 the date is a bank holiday) * All existing councillors who do not stand for election, or who are not re-elected, will cease membership on the same day * Return of election expense returns by all candidates, whether elected or not and even if no contest has taken place, is required by no later than Thursday 30 May <p>At the May meeting all members will be required to fill out a new declaration of office and a new register of interest which will be need to be re-submitted to UDC.</p>	
17/403	<p style="text-align: center;"><u>FINANCE REPORT</u></p> <p>Councillors unanimously resolved approval for all cheque transactions as circulated. It was noted that a bank reconciliation for the third quarter had been completed and approved in the prior month (GB,PB,CP)</p> <p>Councillors noted and approved the statement of transactions for The Old School House was all in order. It was noted that the income from Gatherwell was being generated by Essex Lottery Ticket Sales. It was agreed that details of this should be recirculated.</p> <p>It was acknowledged that the contractor valuation 3 and where we were to date with the underpinning had been circulated. Assistant Clerk has put hardcopy in the Old School House file.</p>	

	<p>The following donations were officially noted from Takeley Park. £100 for the Old School House Fund – as banked £500 for the Gladman Appeal – Rule 6 as banked.</p> <p>A further donation for £1500 had also been received for Rule 6 this month as per the finance schedule.</p> <p>HMRC payment for first builders invoice in and processed. Awaiting return of vat from HMRC for builders invoice 2 and 3. Forms sent off along with correspondence form Ratcliff and Burrige to process CIF £15,000 grant payment – acknowledgement receipt from ECC, that form has been received all was in order and grant will be processed in due course.</p> <p>The Weston Homes donation due in two instalments, one amount in March 2019 and the following amount in August 2020 to straddle their own financial year end accounts.</p> <p>Takeley Parish Council have also heard today that they had won the most amounts of votes for the Aviva grant for The Old School Project and have secured a grant for £10,000. (£9,500 has been allocated towards ventilation and £500 for the planters) Impact statement to be filled out by 31/12/19</p> <p>Thanks to all those who have supported and helped Takeley Parish Council in their many objectives</p>	
<p>17/404</p>	<p style="text-align: center;"><u>THE OLD SCHOOL HOUSE</u></p> <p>It was noted the minutes were issued by Project Manager John Monk during month and copy placed on file. It was also noted that John Monk was submitting updates in the Grapevine. It was acknowledged that the work was a week ahead of schedule at this time. Issue with tree growth around drains noted, this will require further investigation.</p> <p>Cllr Peter Hewett highlighted that planters could be made out of pallets for The Old School and could be made over at Takeley Park which could then be put around the building's perimeter.</p>	
<p>17/405</p>	<p style="text-align: center;"><u>POLICY AND PROCEDURES</u></p> <p>The asset register was circulated to all members in packs prior to the meeting and reviewed. Two amendments were noted.</p> <p>The council then reviewed the Risk Management Report also circulated within packs. The RFO highlighted additional items additional risks under GDPR and a review of its financial position against requirements of the build. No other changes noted.</p>	

	<p>The RFO highlighted that PGCH have re-affirmed they have taken out insurance to the PGCH building.</p> <p>Matters concerning the election have been reported above in the Clerks Report.</p>	
17/406	<p style="text-align: center;"><u>HIGHWAYS AND TRANSPORT ISSUES</u></p> <p>The drain repair finally completed just along to the Four Ashes. Tarmac work occurring just outside Takeley Park ref: pot hole Cllr Peter Hewett is advertising on the park for more volunteers ref: speed watch count. Count will take place from 6.30 am to <u>6.30 pm on the 26th March 2019.</u> Takeley Parish Council members also agreed that they supported the Count and will put forward their availability to Peter Hewett on this day.</p> <p>Cllr Bagnall reported a speed restriction of 5 or 10 mph was suggested by a resident as being more suitable for Jacks Lane. Decision would be based on criteria set out by ECC highways and other priorities. Residents could provide the council with evidence or personal monitoring records to pass on.</p> <p><u>Parking Area) (Amendment No.65) Order 201</u></p> <p>A copy of ECC restrictions have been placed on our pinboards and the parish council website. (Covering Wintershutt Road-Takeley. Roding Drive-Takeley, Elm Close extension-Takeley, Priors Wood Road-Takeley). These restrictions have been put in place by UDC/ECC and the address who to write to before 22nd March is on the forms.</p>	
17/407	<p style="text-align: center;"><u>RECREATION GROUND AND SPORTSFIELD</u></p> <p>It was agreed the old concrete bin would be removed and the finance members would give further consideration to what it should be replaced with.</p> <p>It was highlighted that youths at the recreation ground behind the silver jubilee had been participating in anti-social behaviour including some drug taking. The matter will be notified to the PCSO's.</p> <p>A meeting took place last week at the Sportsfield to discuss preventative measures ref: Gypsy visits. It was agreed costs of height barriers would be followed up and that other measures included instructing a bailiff straight away with supervision of the police would be looked into.</p>	

17/408	<p style="text-align: center;"><u>VILLAGE ISSUES</u></p> <p>The council agreed two signs on Molehill Village Green saying Takeley Parish Council Private Property in order to notify and deter illegal airport parking.</p>	
17/409	<p style="text-align: center;"><u>PLANNING</u></p> <p style="text-align: center;"><i>Takeley Parish Council approved and noted the recommendations/comments of the planning committee members held on 13th February at 10:30 am 2019</i></p> <p>Members of the public may view applications online at Uttlesford at any time and note any responses the parish council have made. (Hard copy of minutes are available upon request from the clerk)</p> <p>Takeley Parish Council's next full planning meeting will be held on 13th March 2019 in the Station House, Sycamore Close at 10:30 am. A full agenda will be published on our noticeboard and website.</p>	

The next (ordinary) meeting of Takeley Parish Council will be held on
Wednesday April 3rd 2019 at 7.30pm at The Station House, Sycamore Close,
PUBLIC & PRESS ALWAYS WELCOME
 Clerk to Takeley Parish Council
Julia Peachey

The meeting concluded at 9:37am.