

Full Council Meeting 1 September 2021

Part 1 Minutes of the Ordinary meeting of Takeley Parish Council held on 1 September at 7:30pm At the Old School House

Present: Cllrs Geoff Bagnall (Vice Chair), Jim Backus, Tricia Barber, Pat Burnett

Phill Bodsworth, Sonja Carr, Jackie Cheetham, Richard Cheetham Dom Roque,

Sue Sprules, Linda Steer

Apologies: Cllrs Jim Backus, Carol Pratt (Chairman)

Vere Isham (District Cllr), Maggie Sutton (District Cllr)

Absent: Cllr Trevor Allen,

In attendance: Lisa Chambers (Clerk), Peter Hewett (Advisor), Graham Mann (Observer),

Martin Peachey (Advisor), Susan Barker (County Councillor),

Item	Summary	Actions
21/09 /01	Attendees were reminded that the meeting may be filmed, recorded, photographed or otherwise reported by a person attending the meeting. Members of the public who are minors, vulnerable adults and those not participating who do not wish to be filmed,	-
	recorded, photographed or otherwise reported about were advised to sit in the designated separate area. It was noted that no recordings were due to take place.	
21/09 /02	Welcome from Chair The meeting opened at 7:30pm. Vice Chairman Cllr Geoff Bagnall advised that he would be chairing the meeting in Chairman Cllr Carol Pratt's absence. All members and visitors were welcomed to the meeting.	-
21/09/ 03	Receive and approve apologies Apologies were received and agreed from Cllrs Jim Backus and Carol Pratt. Cllr Trevor Allen was absent from the meeting. Councillors were reminded to send apologies to both the Clerk and Chair in advance of the meeting.	-
21/09/ 04	Declarations and Conflicts of interests	-



	Cllr Jackie Cheetham noted a non-pecuniary interest in item as a member of the Takeley & Little Canfield Church Parochial Church Council.	
21/09/ 05	Public Forum	-
	Terence McSweeney, resident of Takeley Park Mr McSweeney expressed concern that he had sent e-mails and received responses on e-mail regarding the fencing and overgrown hedges bordering Takeley Park and the Sports field but the requested repairs had not happened. Cllr Dom Roque confirmed that he had received quotes and expected the work to be completed within the next two weeks.	
	Pat Burnett Requested use of the Old School Community Centre (OSCC) car parking for the Happy Circle's coach trips, one time per month.	
	Cllr Jackie Cheetham noted the need to permit hall hirers use of the car park should they have a booking and asked whether an assessment had been made of how many car parking spaces were available. Graham Mann confirmed that there were approximately 20 car parking spaces. Graham Mann also noted that signs were in place to advise users that the use the car park at their own risk.	
	ACTION: Pat Burnett to note with the clerk the dates she requires.	Pat Burnett
	Pat Burnett On behalf of Takeley and Little Canfield churches Pat Burnett requested use of the green at the Four Ashes to display a banner advertising the art Exhibition. Unanimous agreement. DECISION: Unanimous agreement with one abstention from Jackie Cheetham to allow the banner to be displayed.	
21/09/11	Planning Committee Report The Clerk advised that minutes from Planning Committee meetings will be submitted in future with the papers for Full Council.	-
	Peter Hewett gave an update on the progression of the Neighbourhood Plan Steering Group.	



	ACTION: Consult and engage with boundary parishes throughout the process of the Neighbourhood Plan. Councillors noted the importance of working in alignment with neighbouring parishes. The assessment of the 299 sites will be completed by the end of this year, it will need to be validated. There will be consultation with the parishes, possibly end of September/October about the technicalities of the sites. The draft Local Plan will be done next year. JC noted the need for professional advice on the sites and questioned whether our budget would allow for engaging professionals.	Planning Committee
	ACTION: Cllr Jackie Cheetham to contact Jackie Dean regarding working together as councils along the A120 corridor. Peter Hewett left the meeting	Cllr Jackie Cheetham
21/08/ 06	Minutes of the Full Council meeting held on 11 August 2021	_
, 33,33	The minutes of the Full Council meeting held on 11 August 2021 were approved as a true and accurate reflection of the meeting. The minutes were signed by Vice Chairman Cllr Geoff Bagnall.	
	Cllr Linda Steer requested that councillors be referred to as Councillors in the minutes.	
21/08/ 07	Matters arising from meeting (not detailed elsewhere on the agenda) Cllr Phill Bodsworth noted that the defibrator needed new	-
	batteries.	
21/08/ 08	District and County Councillor Reports	
	Susan Barker gave the following verbal report: A number of refugees have arrived in Uttlesford. The collection points have been overwhelmed with donations and	



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donation stations are currently closed. Updates will be issued on social media.

A site for 90 houses has been proposed near Squires Cottage in Little Canfield.

Residents of Priors Green have issued lots of complaints about maintenance, this is a District issue.

Highways are happy to come to parishes to discuss concerns.

MP Kemi Badenoch has said that she is willing to attend local events e.g. hall openings etc in villages.

The Mole Hill Green Village Hall application for funding has been supported.

There is £10,000 available in the council's pot to support local projects.

Question:

Would this include funding towards neighbourhood plan.

Answer:

This is more a district issue.

Cllr Jim Backus raised a question regarding the Station House platform which is used by members of the public to access the Flitch Way.

ACTION: Susan Barker to investigate and report back.

Susan Barker

Cllr Sue Sprules reported that she had asked Highways to view a dangerous uplifted cover corner of the 4 Ashes, a particular concern to those with disabilities.

ACTION: Councillors to raise issues Susan Barker between meetings rather than wait for a Full Council Meeting.

Cllr Tricia Barker raised concern that the lane to Holy Trinity was in very poor condition.

Susan Barker noted that a new member of her team was working closely with the maintenance team.

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Cllr Pat Burnett noted that she had received a response from Highways to say that they were not accepting calls but will receive emails.

Cllr Geoff Bagnall noted that he had called Hays to report that a lorry had used Bambers Green Road as a cut through. It had not been reported to Highways at this stage.

Susan Barker asked whether an application for a rural clearway had been submitted for Molehill Green. Sonja Carr noted that parking across driveways had become an issue. Susan Barker noted that schemes are only considered once per year.

Susan Barker left the meeting

Cllr Geoff Bagnall gave the following verbal report:

The 299 sites put forward for development need to be assessed. Consultations with experts e.g. Diversity, Landscape and Heritage need to take place.

Parishes are encouraged to consider whether there are sites they could identify for development. The views of the parishes cannot be used for assessment but help inform the Council of local thoughts.

ACTION: Include Identification of sites for development on Planning Committee agendas. A letter of representation could be submitted.

Planning Committee

21/08/12 | Consultation on night flights

Martin Peachey reported that he had liasied with campaign groups, including Heathrow and Gatwick, across the country. Their belief is that there should be a complete ban on night flights. Evidence that it is critical to fly at night would have to be received. All are saying that 6.5 hours of restriction overnight should be increased to 8 hours inline with the WHO guidelines for sleep. Critical reasons for flying would be e.g flying people in from Afghanistan.

There will be further opportunities to submit further responses. This letter gives our key highlights. It is 15 years since this was reveiwed.



	Cllr Jackie Cheetham noted her disapointment that the UK does not have the same night flight bans as other European	
	countries.	
	Councillors approved the draft the letter with one amendment 'totally dismayed' in place of disappointed at the start of paragrapgh two.	
	DECISION: Coluncillors Unanimously agreed the submission of	
	the letter.	
	Martin Peachey left the meeting	
21/09/ 09	Clerks Report	
	 Overgrown area at the Pastures. Cllr Sue Sprules has requested a quote to get the work completed. ACTION: Clerk to respond to the resident with an 	Clerk
	 update. 2. Overgrown area – Parsonage Road/Roseacres	
	ACTION: Cllr Geoff Bagnall to ask for identification of areas we should be maintaining. The Parish Council will have to fund maintenance or request that County does.	Cllr Geoff Bagnall
	ACTION: Look into the area between Jacks Lane and Farmer's Close.	
	3. Castle Water update – Cllr Geoff Bagnall updated that	
	he had agreed with Castle Water that they will assess the leak. Once assessment is completed we will ask that charges be removed and for a contribution from Castle Water if there is a leak. We have said that we will not pay the bill at this stage.	
	4. Fence repair – detailed in public forum	
21/09/ 10	Finance Committee Report	
	The Chair of the Finance committee confirmed that a quarterly meeting will be held once the new Clerk had settled and the new finance package is in place.	
21/09/ 13	Policy Review	



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	Cllr Linda Steer confirmed that she had completed a review of the policies in place and created a template for policies. A lot of the statutory required policies are not in place. ACTION: Cllr Linda Steer to re-send the policy review to all councillors for feedback on the approach with a deadline noted and priorities listed.	Cllr Linda Steer
21/09/ 14	Councillor Training Cllr Sonja Carr and Cllr Phill Bodworth confirmed that they would like to attend new councillor training. EALC do not currently have any course availability. ACTION: Cllr Sonja Carr to contact EALC and then NALC to explore availability of courses. ACTION: Clerk to contact Mike Leitch. Coucillors discussed promoting Council vision and engaging with the community.	Cllr Sonja Carr Clerk
21/09/ 15	Items for future meetings	
	Defibrilators Cllr Phill Bodsworth noted that the batteries are going out of date having been in place for 4 years. He reported that he had gained 4 quotes noting a pecuniary interest in one of the companies.	
	It was confirmed that the budget contains an amount for the defibrilator and associated costs.	
	DECISION: Unanimous agreement to purchase the batteries from the supplier who can deliver first.	
	ACTION: Clerk to Contact TBS hygiene to ask if they have replaced the bins, ask for a map of our bins and ask for quotations for additional bins.	Clerk
	Meeting ended 9:40pm	
These minute	s are signed as a true and accurate reflection of the Full Council Meeting hel	d on 1 September 20
Signed:		
Chairman		
Date:		