

TAKELEY PARISH COUNCIL

MINUTES

Ordinary Meeting of Takeley Parish Council

Held on Wednesday, 6th December, 2017, at 7.30pm at Takeley Station House.

Present: Chairman- Carol Pratt, JP Cllr John Green
 Cllr Susan Sprules Cllr Jim Backus
 Cllr Tina Domigan Cllr Pat Burnett
 Cllr Dom Roque Cllr Geoff Bagnall
 Cllr Linda Steer
 Clerk – Julia Peachey

Apologies: Cllr Tricia Barber, (broken foot), Cllr Jackie Cheetham & Cllr Richard Cheetham (apologies)
 Howard Ryles, District Councillor sent his apologies.

17/210	<u>WELCOME & APOLOGIES</u> 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.	All note/ Clerk
17/211	<u>DECLARATIONS OF INTEREST</u> 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.	All note/ Clerk
17/212	<u>MINUTES</u> <i>(previously circulated)</i> The minutes of the Council meeting dated 2 nd November 2017, which had been circulated previously, were approved as a true and accurate record and signed by the Chairman, Cllr Carol Pratt.	All note/ Clerk
17/213	<u>COUNTY & DISTRICT COUNCILLOR REPORTS</u> (A maximum of 10 minutes is allocated) District Councillor Howard Ryles sent his apologies. District Councillor Derek Jones and Jim Gordon had responded to the request that they did not attend Takeley meetings was due to the fact that they had agreed with Howard Ryles to cover Takeley whilst they attended other areas.	
17/214	<u>OPEN FORUM</u> <i>(15 mins. max.)</i> Mr. Burnett spoke as a member of the public and publicly thanked Councillor Burnett and Jane Bridgeman for their help at the “Christmas Lights Up event” at the Silver Jubilee. He highlighted the event was free of charge and was an event to bring the community together. It was noted as a resounding success with the involvement of the Christian School who show cased their talents on stage, stalls, turning on of the Christmas lights etc. Councillor Carol Pratt was thanked for her attendance as was Councillor Trevor Allen, although it was noted that other Councillors, and District Councillors were not	

	<p>in attendance and it was hoped that members would attend in future. Members commented that they were not aware the event was taking place. Mr. Burnett highlighted it was advertised in the Grapevine and on social media and a large number of villagers turned up for the event.</p> <p>The tentative date for next year was set for 7th December 2018. A total of £230 towards the refurbishment of the Old School House was raised and was passed to the Chairman.</p>	
17/215	<p style="text-align: center;"><u>CLERKS REPORT</u></p> <ul style="list-style-type: none"> • Complaint received from Martin Peachey re: number of Airport Express buses in village. Airport Express Buses e-mailed on 09/11/17 due to their buses taking the B1256 route to the airport on a frequent basis. Request sent to use the airport route. • New post now installed outside post-office – sign on post saying no parking between certain times. However it is 7ft tall and no bus timetable sign has yet appeared. • Complaint about parking half parked on pavement along Dunmow Road, reported to North Essex Partnership. Checks will be made, but if no restrictions nothing will be done. • Request for Bollards and signage on Dunmow Road removal sent to ECC. • Tree Management around Waltham Hall pond being reviewed by contractor Steve Bland who carried out emergency work on the blind bend due to the danger to road users. Copies of relevant insurances obtained. • Complaint re: the bin at Garnetts. Regularly overflows and is currently only emptied fortnightly. Clerk as requested, has asked that TBS go through the liner to ascertain if there is someone who is regularly filling the bin up. It is close to where the taxis park so litter may also be being generated via this source as well. • Clerk has received report on enforcement from UDC. The following enforcement issues were noted as currently open. <ul style="list-style-type: none"> i) Gardiners Croft Bangers Green Road -Takeley Bishops Stortford CM22 6PB. Unauthorised works in the curtilage to a listed building including works to drain. ii) Network House Bangers Green Road Takeley – security lights on the front of Network House(curtilage listed building). iii) Takeley – Old Thatch Bangers Green Road Takeley, Bishops Stortford, CM22 6PD -airport parking. • It was acknowledged that Rev Rob Burles had sent a letter that had arrived after the agenda had been advertised in respect of making a donation to extensive tree work at the churchyard. It was agreed that this would be put on the next agenda. (It had been noted that our last donation for churchyard maintenance had been for £1200). • It was acknowledged that as per suggestion in previous minutes the Clerk had looked into assets of community value on the UDC website and it was noted there were quite lengthy forms that 	

	<p>needed to be filled in for each asset. The Chairman had also spoken to the previous Clerk and it was ascertained that the council would need to be in a position to purchase any assets, as well as permissions from landowners would need to be obtained. Due to the workload and stringent criteria, councillors agreed that the council would not progress further with this at this current time, but that it could always be re-visited in the latter part of next year.</p> <ul style="list-style-type: none"> • Clerk has filled out the Risk Assessment form for probation community services. Chairman will make contact to arrange a date in the New Year. Materials will need to be sourced for the volunteers to use. • <u>The Station House Lease</u> has been sworn in by Nockolds Solicitors, and was signed by The Chairman and Vice Chairman with the Clerk acting as witness. The Clerk has posted to ECC for their signature highlighting that the mentioned attached schedules need to be pinned to the two lease copies. We await copy to be sent back to us which will then also be lodged with Nockolds for safe keeping. Takeley Parish Council are due to move out of the building by the 1st September 2018. 	
17/216	<p style="text-align: center;"><u>FINANCIAL REPORT</u></p> <p>It was resolved and approved by Councillors, that cheque transactions and all payments for the past month were in order.</p> <p>Councillors noted that Geoff Bagnall had reconciled a bank reconciliation for the previous month on the 08/11/2017.</p> <p>The cost of £108.06 for the materials for replacing the rotten parts of the fencing at Morrells Green were approved. The amount will be deducted from the Morrells Green budget. It was noted that Matt Jarrod had offered to carry out the labour without cost.</p> <p>The precept figures were reviewed. However it was agreed that approval of the precept would be deferred to the January 10th meeting due to the delay in receiving Uttlesfords Precept Calculator.</p> <p>The Finance Meeting due to be held on 6th December did not go ahead due to councillor absences re: holiday etc.</p> <p>Councillors approved the cost of the emergency tree work as detailed on the schedule of payments re: the Waltham Hall road and noted that the monies also needed to be paid to put in three way traffic management due to the dangerous trees being on a bend. The contractor was also requested to carry out remedial work to the other trees in the direct vicinity of the road. Councillor Geoff Bagnall suggested that as the invoice highlighted the emergency works it would be worth asking the insurers if the council would be covered.</p>	All note/ Clerk
17/217	<p style="text-align: center;"><u>THE OLD SCHOOL HOUSE</u></p> <p>Councillors agreed that an extension should be given to the first week in January to ensure that multiple quotes could be received. All tenders will be opened at the same time after the 5th January.</p>	All note/ Clerk
17/218	<p style="text-align: center;"><u>PRIORS GREEN COMMUNITY HALL</u></p> <p>Priors Green Community Hall Group have signed the 25 year lease. We currently await invoice from Nockolds. Hard copy of lease is also in Nockolds storage.</p>	All note/ Clerk

17/219	<p style="text-align: center;"><u>HIGHWAYS AND TRANSPORT ISSUES</u></p> <p>The high levels of illegal parking near Coopers End and on the bend of the road noted as ongoing problem. Strong letter to MAG suggested to see what can be done about the problem.</p>	All note/ Clerk
17/230	<p style="text-align: center;"><u>SPORTS FIELD & RECREATION GROUND</u></p> <p>There were no matters to report.</p>	
17/231	<p style="text-align: center;"><u>ROLES & RESPONSIBILITIES</u></p> <p>Data Protection -Further guidance notes are expected from the Society of Local Council Clerks in respect of GDPR compliance. It was agreed, that as these guidelines and instructions would be specific to councils the council would defer to the New Year.</p>	All note/ Clerk
17/232	<p style="text-align: center;"><u>PLANNING</u></p> <p>The following planning applications were reviewed, and comments have been submitted to UDC where applicable</p> <p>UTT/17/3247/FUL -2 Roseacres, Takeley, Bishops Stortford, Hertfordshire - Removal of Existing Garage and Erection of 1 no 2 bedroom parking and access to existing dwelling.</p> <p><i>Concerns the new house will cause loss of amenity to Nos 1. Planners requested to look at the footprint of the new dwelling in relation to No 3 as potential over development to site. Car parking concerns to the hardstanding- concerns of commercial venture being run from property. Crossway should not be near corner</i></p> <p>UTT/17/3045/HHF - 40 Hawthorn Close, Takeley, CM22 6SD – First Floor side and rear extension.</p> <p>UTT/17/2972/FUL- The Maples Jack Lane, Takeley, Bishops Stortford - Removal of condition 2 of UTT/14/0485/DFO removal of permitted development rights in relation to use of garage on for House - <i>Photographs showed adequate parking</i></p> <p>UTT/17/2570/FUL - Godfrey Crescent Takeley, CM22 6FU -7 Relocation of refuse bin area serving Block A with construction of associated bin compound. Creation of replacement parking space to Block A as a result of new bin compound</p> <p>UTT/17/2178/HHF - Pitlochry, Parsonage Road, Takeley, Bishops Stortford, CM22 6RA - Section 73A Retrospective application for the erection of a detached garage.</p> <p><i>Concern expressed that the garage use is for commercial rather than residential use. There is already a residential garage on site and the build of this retrospective garage does not appear to fit the normal dimensions. The front of the site is crammed with cars and lorries and intended use is questionable. This site is sited in the middle of a residential area. Takeley parish council do not support this application for the reasons outlined above.</i></p>	All note/ Clerk
17/233	<p style="text-align: center;"><u>VILLAGE SERVICES</u></p> <p>It was noted that there had been an unwanted construction on the Green by the Four Ashes. It is not known who installed this construction. The waterboard have just finished carrying out works at the Four Ashes Crossroads.</p>	All note/ Clerk

17/234	<p style="text-align: center;"><u>DEFIBS</u></p> <p>The Clerk highlighted that the new bank account had been set up. She has notified Ruth Bodsworth but no monies have been transferred to date. The Chairman stated that she would speak to the Defib Group.</p>	All note/ Clerk
17/234	<p style="text-align: center;"><u>CHAIRMAN'S UPDATE ON EMERGENCY WORK</u></p> <p>The chairman updated on the emergency works and her concerns regarding the dangerous trees overhanging the road on the double bend and thanked councillors for their help in ensuring that the work was carried out expediently.</p>	
17/235	<p style="text-align: center;">Other reports including: <u>FOOTPATHS & TREES</u></p> <p>Jim Backus highlighted that the issue of getting Gore Lane added to the definitive map had been something that he had been looking into.</p>	All note/ Clerk

The meeting finished at 9:30 pm

The next meeting of Takeley Parish Council will be held on
Wednesday 10th January 2017 at 7:30pm in the Stationhouse.