

Little Bardfield Parish Council



www.littlebardfieldparish.org.uk

Minutes of meeting: Monday 9th September 2019 – 7:30pm
Little Bardfield Cricket Pavilion

1. Chairman's Welcome and apologies for absence

Members Present :- Cllr W Gardiner (Chair); Cllr T Cutmore (Vice Chair); Cllr A Davies; Liz Williamson (Clerk); Dist. Cllr Alan Storah; Gigaclear Ms Sophie Winter

Public: Rob Clark; Tim Carter; Mrs Maddie Carter; Derek Whitty; Mrs Michelle Quinn; Mrs Jan Warren

Apologies for Absence; Cllr C Simpson; Cllr C Beeston; ECC Cllr S Walsh

2. Declarations of Interest

Cllr Gardiner declared an interest in the illegal fly-tipping on a field next to the River Pant to the rear of the Old Rectory. He would therefore be excluded from discussions on this item. Cllr Gardiner also declared an interest in the planning application at Pauls Farm.

3. Public Forum

Mr Whitty was welcomed to the meeting. He expressed concern regarding the recent fly-tipping at the rear of the Old Rectory. Cllr Cutmore informed the meeting that the issue has been raised with the relevant authorities and action was being sought. Mr Whitty also raised concerns about shooting on fields which was causing a noise disturbance. Cllr Gardiner had given permission to the person using the fields to shoot but had recently told him to stop.

Action:Cllr Gardiner

4. Planning Application UTT/19/2143/HHF

A revised application has been submitted in relation to 'Squirrels'. Michelle Quinn and Jan Warren raised their concerns regarding the revisions. The main issues relate to the positioning of the proposed structure, which is parallel to the boundary of the neighbouring boundary, causing overlooking. A first floor window is being proposed measuring 1.5m in length and 1m in width which can be opened. This would create loss of privacy, noise and loss of light to the neighbouring property due to the orientation of the proposed building. Concern was also expressed regarding the size of the proposed building as the scale of the building could be used to create a habitable dwelling. Both members of the public who spoke against this proposal expressed concerns over the impact

that the building would have on the nearby listed building. The issue was also raised that two new outbuildings have recently been erected on the site.

5. The Parish Council stated that the points raised would be taken into account when the application was discussed, and a response would be sent on behalf of the Parish Council. Cllr Gardiner suggested to Mrs Quinn and Mrs Warren that any concerns should be submitted in writing to UDC, separately to any comments that may be submitted on behalf of the Parish Council.
6. Minutes of Previous meeting held on 13 May 2019 and on 24th July 2019
13th May 2019 - The minutes were agreed as a true record by both Cllr Cutmore and Cllr Davies – Cllr Gardiner duly signed the minutes as an accurate record of the previous meeting

24th July 2019 – The minutes were agreed as a true record by both Cllr Cutmore and Cllr Davies – Cllr Cutmore duly signed the minutes as an accurate record of the previous meeting
7. Matters arising from previous meeting and outstanding action points
8. 14.5.19 minutes – Para 6 – The issue of ‘gated’ footpaths. This issue has been investigated. The gates are locked to prevent unauthorised vehicle access but pedestrians can pass by the side of the gates.
9. 14.5.19 minutes – Para 9 – The issue of glare on the road from the outside lights at Brook House remained. Photos have been taken of the glaring lights and have been passed to the UDC Enforcement team. **Action: District Cllr Storah**
10. 14.5.19 minutes – Para 27 – Dead trees at the Solar Farm to be replaced. An email has been sent but to date no response has been received. **Action: Clerk**
11. 24.7.19 minutes – Para 7 – A letter has been submitted to UDC Enforcement team regarding the illegal fly-tipping. Photos of the site had been taken and forwarded to the District Councillor who has involved members of the ECC Enforcement team and the Environment Agency. They have subsequently visited the site to assess the problem. The owner of the fields has been instructed to clear the site. More photographic evidence has been obtained which confirms the company involved with the illegal dumping of waste. Concerns are for the River Pant which could become contaminated from the waste being dumped. In addition to the fly-tipping the public footpath has been altered to form a highway more suitable for the use by a motorised vehicle. An update needs to be sought from both ECC and the EA. **Action: Clerk**
12. 24.7.19 minutes – Para 8 – A gift is to be sourced for the outgoing clerk Delia Scott to thank her for her hard work. Cllr Gardiner had sent flowers on behalf of the Parish Council and subsequently a thankyou note has been received from Delia.

13. Planning Update on previous applications
The clerk provided an up-to-date list of planning applications received within the Parish and those that have been determined or are awaiting a decision.
14. UTT/19/1674/CLE and UTT/19/1654/FUL – Pauls Farm are still awaiting a decision and an objection to both applications have been submitted on behalf of the Parish Council. Concern was expressed that buildings may have been erected on the site prior to a planning application being received. A Google earth photo gave this impression.
15. Cllr Storah explained to the Parish Council that as a District Cllr he has the power to ‘call in’ planning applications that could be heard before members of the Planning Committee rather than be decided under Officers delegated powers. The District Councillor would have to call in an application within five weeks of the application being made valid. The Clerk will contact Cllr Storah if the Parish Council consider an application is of a significant nature to be heard at a planning committee for members to determine. **Action: Clerk**
16. Planning Applications
17. UTT/19/2143/HHF – Squirrells – The Parish Council discussed the revised application whilst bearing in mind the concerns raised at public forum by Michelle Quinn and Jan Warren. It was decided that an objection would be submitted to UDC in relation to the proposed first floor windows overlooking the neighbouring property which would have a detrimental impact on the neighbours privacy. The clerk would draft a letter and submit to UDC. **Action: Clerk**
18. UTT/19/1877/HHF – Grove Bungalow – Planning application is supported although it was noted that works had commenced and planning permission hadn’t yet been obtained. Clerk to draft a letter and submit to UDC.
Action: Clerk
19. Finance
Update on payments since last meeting
20. The spreadsheets have been implemented and updated. The second half of the precept is due to be received within the next few weeks. A copy of the accounts were provided for both the Parish Council and Community accounts.
21. Cllr Cutmore has applied to ECC for the grants towards previous years verge cutting. Due to changes in clerks the grants have not been applied for and therefore it is hoped that ECC will honour the grants which will assist in off setting the current shortfall in the Parish Treasurer’s account.
22. The setting of the Precept for 2020/2021 was raised and it was decided to discuss this at the next meeting. **Action: Clerk**
23. An application has been received in respect of the Community Fund Grant Application from Laura Wren. Laura is requesting money towards her books/study guides for when she attends the University of York St John. The application submitted was for £69.12 to cover the books purchased so far. The application was discussed and approved. The Parish Council decided that the money from the Community Fund up to the value of £200 would be provided to

Laura. In return Laura would need to provide receipts for purchases and also attend a Parish Council meeting to update members on her progress. Clerk to draft letter to Laura and also to write a cheque for the sum of £69.12.

Action: Clerk

24. Progress in installation of defibrillator

The location of the defibrillator has been decided which is to be at the bottom of the drive which leads to the cricket pavilion and power will be provided by Rose Cottage. The clerk to purchase the defibrillator based on the information attained by the previous clerk. **Action: Clerk**

25. Repainting of the village sign

The re-painting of the village sign has been completed and the sign has been re-hung. All agreed that the sign looks good. The Parish Council's stationery has been updated to include the newly refurbished sign.

26. Update on the website

Cllr Cutmore provided an update on the Parish website. More information has been added including past agendas and minutes and certain areas of interest have been amended following discussions with the Vicar and local historians.

27. Sophie Winter from Gigaclear provided an update on the progress of Super Fast Broadband to Little Bardfield. There are 235 properties within the Little Bardfield Parish which could benefit from Super Fast Broadband. Gigaclear is part of the Superfast Essex Programme introduced by Essex County Council.

28. Concern was raised that there are 8 properties in Hawkspur Green that have not been included as part of the programme. It would appear that work commenced and then stopped leaving 8 properties without pots at the boundary of their properties. Gigaclear are experiencing delays. All residents have been sent letters updating them of the delays which range from difficulties obtaining Highway permits issues with contractors. Difficulties have also arisen with building networks in rural areas. Most of the houses within the parish should have pots at the boundary of their properties which are the connection points for the Superfast broadband. The works are aimed to be completed in February 2020.

29. Anyone interested in being updated on the progress of the Superfast Broadband can register at www.gigaclear.com/essex-update and this will provide regular updates and information relating to connection and progress being made within the parish.

30. Re-planting of trees at the solar farm

Cllr Beeston has sent an email requesting that the dead trees are removed and replanting takes place. To-date, a response has not been received.

Action: Clerk

31. Replacement/repair of village seats

The repair of the village seats was discussed, It was decided that the village seats should be repaired and then possibly gifted to the Cricket Club and the Church. The seats in their current locations are under utilised and therefore it

was considered that better use of the seats could be made if they were relocated.

Action: Cllr Gardiner

32. County and District Councillor Report
Cllr Storah attended the meeting and discussed his report.
33. UDC Local Plan
This is under consideration and is currently with the Inspectors. A decision is due to be made next month. Cllr Storah will provide an update when a decision is made.
34. Stansted Airport
An application has been submitted for a taxi-way which is still under consideration.
35. Planning Committee Process
On-going changes are being made to the Planning Committee Process. This is a lengthy process on which Cllr Storah will provide regular updates.
36. Uttlesford Community Travel
"Book a ride" is a charitable run scheme who subsidise safe travel for the disabled/elderly/rurally isolated person. A leaflet was provided which will be publicised on the Little Bardfield website informing interested parishioners of this organisation.
37. Public Transport
Cllr Storah raised a questions regarding bus services within the village. There currently isn't a bus service running through the village. Thaxted mini bus provides a service once a week on a Friday morning between 11:15 and 12:15. The nearest bus route is in Great Bardfield. A bus route through the village would be appreciated but it would be under-utilised. Most people within the village can drive or have access to a vehicle. It was thought the "Book a Ride" scheme would benefit anyone without access to a vehicle.
38. Ward Councillors Initiative
All District Councillors are allocated £2000 to spend on good causes within the ward. Cllr Storah has four parishes within his ward and therefore this would equate to £500 for each parish. The previous District Councillor grant was used to provide notice boards. As the solar farm generates an income for the parish, Little Bardfield opted out of previous grants. It was discussed that a donation towards the defibrillator would be gratefully received.
39. Mrs Gwen Cutmore, an Almshouses Trustee, had contacted Cllr Storah regarding the possibility of a grant towards the Almshouses where re-wiring and fitting new kitchens needed to take place. Cllr Storah confirmed that the Almshouses request did not met the criteria for a grant - from his Initiative allocation which is intended to benefit the community at large and not for individual needs. **Action: District Cllr Storah**

40. Update on the Almshouses
The Almshouses are looking for a new trustee. Cllr Gardiner asked whether a member of the Parish Council could take on this role.
41. Cllr Davies was approached but declined the offer due to other commitments.
42. An attempt to raise money for the Almshouses continues, 32 letters have been sent to organisations requesting donations; 21 organisations have not replied -11 have replied but were unable to offer any type of donation. Therefore, the ongoing request for donations continues.
43. Village Handyman
Cllr Gardiner to approach Chris Butcher to ascertain whether he would be willing to again act as handyman for the parish. **Action: Cllr Gardiner**
44. Any Other Business
Cllr Cutmore expressed an interest in purchasing a digital mapping tool kit to assist with producing maps for future use. The mapping system offers 3 months free trial before purchasing the kit. It was decided that this was a good idea and that Cllr Cutmore would provide feedback once the kit was obtained and evaluated. **Action: Cllr Cutmore**

Meeting closed at 21:10.

Date and time of next meeting – 11 November 2019 (venue to be decided)