

## DEBDEN PARISH COUNCIL

MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON  
WEDNESDAY 7<sup>th</sup> SEPTEMBER, 2016 AT 8.00PM IN THE MEMORIAL HALL,  
DEBDEN

<u>Present:</u>	Cllr R. Forster	(RF)	(Chairman)
	Cllr E. Blackie	(EB)	
	Cllr A. Roper	(AR)	
	Cllr A. Tetlow	(AT)	
	Cllr A. Tetlow	(AliciaT)	
	Cllr S. Watson	(SW)	

In attendance:

Dist Cllr T. Knight	(TK)	(from 16/058 – 16/06)
Mrs C. Griffin, Clerk	(CG)	
5 members of the public		

**16/058 Apologies for absence**

Apologies were received from Cllr S. Luck (on holiday) and Cty Cllr Simon Walsh.

**16/059 Declaration of interests**

**To receive disclosures of pecuniary and non-pecuniary interests in items on the agenda**

No interests were declared.

**16/060 Public participation session (15 minutes available if required)**

The following issues were raised:

- I am unable to find the 2016 Annual Assembly reports on the website. *The Clerk advised that they have been loaded onto the website and are in a zip file, but will check this after the meeting.*
- Will any byways be closed this winter? There is a deep rut in Sampson's Lane, the full width of the byway and 3ft deep, photographs will be sent to the PC. The green lane to Widdington has a large hole and is very overgrown. One farmer at Debden Green has had crops damaged by vehicles avoiding the large ruts. *It was suggested that if crops have been damaged the farmer should contact ECC and make a claim. The Clerk will contact him and Cty Cllr Walsh. The ECC report on winter byway closures will also be chased. Dist Cllr Knight will also take this up with ECC.*

**16/061 To receive reports from District and County Councillors**

Following the recent article in the local newspaper regarding a request from a Wimbish resident to re-route the No 6 bus, Cllr Knight advised that ECC will not

make changes to this service as it is the most viable because it goes to Stansted Airport. The current contract lasts until 2020.

ECC have introduced the Dart system which is vital for rural areas and they will not revert back to the old system.

With regard to the Local Plan, Cllr Knight said she feels the development in Saffron Walden is ridiculous and they should be building in the north or west; the whole plan is a complete mess. She will do her best to protect Debden and Wimbish.

Problems are being caused at the Barracks by people living around the airfield and, regretfully, this may have an impact on our relations at the Barracks. I would like to feel the PC is supporting Carver Barracks.

**Cllr Walsh had forwarded a report which had been circulated to all members.**

**16/062 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 6<sup>th</sup> July, 2016**

It was resolved that the Chairman should sign the Minutes as approved.

Proposed: AliciaT

Seconded: EB

All agreed.

**16/063 Chairman's Report**

The Chairman reported on the latest information which was circulated on the UDC Local Plan. Two sites in Thaxted Road, one for 20 and another for 25 houses, were put forward in the recent call for sites and one site meets UDC's current criteria, which includes putting 10/20houses in Category "A" villages of which Debden is one. However, they are still talking about a single settlement. The new Local Plan will be published shortly and if these are incorporated we will need to have some input.

**16/064 To receive an update from the Parish Clerk**

The Clerk advised that Cllr Luck had sent a note for her to read, part of this related to item 16/072 and the rest to the meeting of the Recreation Ground Trust

The Clerk highlighted the following matters:

- I received a reply from Cllr Walsh which was circulated to you and notes included in the September Parish Pump.
- Two new tenants have taken on an allotment plot but there are still several plots vacant. I am still chasing several people who have not paid.
- The base for the memorial seat was laid by a resident's relation and the seat has now been fixed. There are no plans to hold an official opening
- I have received complaints/comments about car parking both in the village and at Debden Green. It has been worse in the village recently and at Debden Green cars are parking on both sides of the road as you turn into Henham Road making it difficult for large vehicles to get through.
- I received a complaint about fly tipping at Debden Green. It has been reported to UDC and I also sent an email to the club which organises the Banger Racing.

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- I contacted ECC concerning ownership of the triangle and the verges at Debden Green. These areas are part of the public maintainable highway therefore ECC is responsible if parked cars cause a problem.

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- We have received notification of the winners of the Essex Village of the Year competition
- I have entered into a one year fixed term contract with E-on for the pavilion as this was considerably cheaper.
- After the last meeting I contacted the Footpath Warden who forwarded my email to ECC. As I heard nothing further I obtained the cutting map from ECC which was circulated.
- We have received notification of the closure of School Lane in Newport for a period of eight weeks from 26<sup>th</sup> September.
- Spartak will be using the recreation ground again this year, details have been confirmed.
- I have contacted Trailscape on two occasions but they have not replied. They organised an event last year which led to an incident with a resident's dog.

#### **16/065 To review litter and dog bins**

SW advised that the litter bins are now used for litter and dog waste. UDC empty the bins on the main road but they will not deal with the bin on the far side of the recreation ground or the bin by the basketball net. The dog bin was removed from the far side and a resident offered to empty the green bin, but unfortunately it has recently fallen off the post probably because it was overflowing. The PC decided to remove the bin if they are unable to get this emptied. The Clerk will speak to the resident, who had offered to deal with this, and report back before any further action is taken

#### **16/066 To consider the inclusion of items listed in the current Insurance policy as “self insured” and approve renewal of the Policy**

It was agreed that the four “self insured” items listed, i.e. basketball post and net, 8 planter tubs, 9 litter and dog bins, aerial runway, should be added to the policy at a cost of £95.82. Alternative quotations for insurance will be obtained when the current three year agreement with CAS expires next year.

#### **16/067 To discuss the Internal Auditor's Report and appoint an Internal Auditor for next year**

As agreed at the last meeting RF, AT and the Clerk met and went through the auditors recommendations.

- The Standing Orders, Financial Regulations and Risk Assessment will be reviewed along with all the Council's other documents as soon as possible.
- The PC will have responsibilities regarding the work place pension in the next few months.
- The Clerk was requested to deal with the under payments from 2014/15 and 2015/16. These were added to the August salary. RF and AT confirmed that they were happy for the Clerk to handle the payroll to avoid employing a payroll bureau,
- The Clerk's contract of employment has not yet been reviewed

It was agreed that the current auditor, Maurice Howard, should be engaged for the 2016/17 audit.

**16/068 To make arrangements to service the clock on the School**

The Chairman advised that the clock was serviced when there was a problem earlier in the year and the next service is due in February 2017. It was agreed that this should be carried out.

**16/069 To receive a report on the pond and approve the purchase of a new depth sign**

The Chairman reported that there is currently a pernicious horsetail weed in the pond which he is dealing with. As the pond is 1.5M deep at the back it was proposed that a new depth sign should be purchased.

Proposed: RF

Seconded: AT

All agreed.

**16/070 To receive an update on the drains**

The Chairman spoke to the engineers when they were cleaning the drains on Ivy Todd Hill and the Clerk subsequently contacted ECC. It appears that most of the drains have been cleared and marked with a red dot which means no further action is required. If they also have a white mark there is a defect and an ECC report will be raised, but they are unable to give any indication as to when the defects will be dealt with. The manhole outside the bungalows at Highfields has not been marked and has therefore been reported to ECC.

The person at ECC who is dealing with the blocked pipe on Ivy Todd Hill is currently on holiday but the last response was they were checking on whether the details for the temporary road closure had been finalised.

**16/071 To review the CCTV camera**

The Clerk reported that after the lead was stolen from the Church the camera was looked at, but there was nothing unusual on the images. It has been suggested that an additional camera is installed which focuses on the road as the existing covers the playground and the car park. The PC did not think this would serve any useful purpose.

EB advised that the PCC already have new security measures in hand

**16/072 To consider inviting Sir Alan Haselhurst, MP and the Essex Police and Crime Commissioner, Roger Hirst, to a public meeting to discuss local policing**

Cllr Luck had asked for this item to be included on the agenda. Following the email from Roger Hirst, circulated yesterday, in which he stated that he wants to receive comments and opinions it was felt that Cllr Luck should send his concerns to Roger Hirst and attend the meeting for the Uttlesford region on 8<sup>th</sup> December. Sir Alan Haselhurst will not be invited to attend a public meeting.

**16/073 To agree a response to the ECC Transport Review**

In view of the fact that the No. 6 service will not be reviewed until 2020 it was decided not to send a reply to the Transport Review.

**16/074 To receive items for the agenda for the UDC Forum on Monday 10<sup>th</sup> October, 2016**

The Chairman will attend the forum but no items will be sent for the agenda.

**16/075 To discuss planning applications received**

The following application has been received, no comments submitted:

UTT/16/1890/HHF 22, Highfields

Erection of single storey side extension

UTT/16/1952/FUL Land at Henham Road, Debden Green

Amendments to plot 2 of scheme approved under UTT/15/1103/DFO

UTT/16/1972/HHF Sibbards, Debden Green,

Removal of swimming pool and flat roof pool structure; erection of detached cart shed

UTT/16/2008/HHF The Chestnuts, High Street

Conversion and extension to garage and first floor extension over.

UTT/16/2124/OP Land adjacent to Wash Cottages

Outline application for 2, three bedroom detached dwellings.

The following application has been conditionally approved:

UTT/16/1358/LB Hortons

Replacement of Utility Room windows.

**16/076 To agree a response to the letter received from UDC on Affordable Housing**

It was agreed that a reply should not be sent until after the Local Plan proposals are available.

**16/077 To approve Accounts for payment**

The following cheques were approved for payment:

Ridgeons	£148.65	Posts for Allotments, concrete and paving slabs for playground
R. Forster	£13.09	Fixing bolts for memorial seat
EALC	£63.50	Charles Arnold Baker 10 <sup>th</sup> edition
C. Griffin	£392.97	Net salary + expenses (July)
C. Griffin	£536.14	Net salary + expenses (August + underpayment 2014/15 and 2015/16)
M. Howard	£150.00	Internal Auditor
EALC	£85.00	Open Spaces Course
C.B. Mowers	£62.41	Repairs to Hayter Ranger
Ace of Spades	£180.00	Grasscutting (June)
Ace of Spades	£156.00	Grasscutting (July)
Ace of Spades	£168.00	Grasscutting (August)
Wicksteed Playgrounds	£413.16	Repairs to playground equipment

**16/078 To discuss any Urgent matters of interest to the Parish**

**78.1** EB suggested that a message should be sent to George Peasgood wishing him the best of luck in the Rio Paralympics. The Clerk will send an email to his father.

**16/079 Items for next agenda**

1. To discuss organising a vote (Referendum) asking whether the majority of the village would like the new Village Hall located on the site proposed (exact wording to be agreed)
2. To discuss the current state of the Pavilion
3. To discuss entering into a maintenance agreement with Ace of Spades

**16/080 Date of next meeting**

The next meeting will be held on Wednesday, 5<sup>th</sup> October at 8.00pm in the Village Hall.

The meeting closed at 9.22pm

Signed.....(Chairman)

03.10.16