

DEBDEN PARISH COUNCIL**MINUTES OF A MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY,
4TH JULY, 2018 AT 8.00PM IN THE MEMORIAL HALL, DEBDEN**

Present:

Cllr R. Forster	(RF) Chairman
Cllr E. Blackie	(EB)
Cllr S. Luck	(SL)
Cllr A. Tetlow	(AT)
Cllr S. Watson	(SW)

In attendance:

Mrs. C. Griffin, Clerk.	(CG)
Dist Cllr T. Knight	(TK)
Mr. C. Anderson, Residential Development Land Agent Ltd.	
12 members of the public	

18/028 Apologies for absence

Apologies were received from Cllr Amie Roper (on holiday) and Cty Cllr Simon Walsh.

18/029 Declarations of Interests**To receive disclosures of pecuniary and non-pecuniary interests in items on the agenda**

AT declared an interest in planning application UTT/18/1475/FUL 1 Manor Cottages. No other interests were declared.

18/030 Public participation session (15 minutes available if required)**Members of the public are permitted to make representations, and give evidence in respect of any item of business included on the agenda**

Residents raised the following issues:

- Three of the most important issues are not on the agenda (1) the closing of the Pre-school (2) the imminent closure of the Village Shop and (3) the housing development in Thaxted Road. At what point can people comment, on this, what was the outcome of the presentations and does the PC have a view?

The Chairman advised that, to date, he has not received any opinions on the development. Residents can go online and make comments. There was a very low attendance at the Saturday presentation and the doors were closed early.

Regarding the Village Shop we were advised by the Acting Chairman three/four weeks ago that the Shop was struggling and if they could not increase customer numbers they would have to close. They are also short of volunteers to serve in the Shop. This has happened previously. The Shop is aware that the PC have allocated some funds for them in our budget and the PC is awaiting the outcome of their next meeting of the Committee and all people who serve in the Shop.

- I would like to thank the PC for supporting the Shop. Having contacted another Village Shop I would suggest that there stock is wrong.

The Chairman said the details should be passed to the Shop. The PC does not get involved with the running of this/

- Perhaps the PC should have a representative on the Shop Committee
- In the past there have been Fetes in the village to raise money.

The Chairman advised that the last Treasurer of the Shop was against fund raising. The new person could take a different view.

The Chairman stressed that the PC would love to see the Shop survive but it needs more volunteers to run it and more people to use it. The Shop Committee and everyone that works in the shop is meeting next week and residents should contact the Committee if they are able to help.

- If the Thaxted Road development goes ahead that creates new customers for the Shop and demand for the pre-school.
- I was interested to read the editorial in the last Parish Pump regarding the Shop and Post Office closing just at the time when someone is putting in a major planning application. This is a big concern as there are rumours circulating in the village that money is available.
- I have spoken to the developer and he has informed me that he is prepared to build the new Village Hall at cost which would save £200,000 and this could start next spring.
- Isn't this coincidental, this should not be allowed to influence the development.
- The scheme does not contain any two bed flats or bungalows for private purchase which would attract people wishing to downsize or young people

The Chairman said there will be affordable homes to rent and purchase. This development will have a considerable impact on the village and we should not be doing any deals with developers. Part of any 106 funding will probably be allocated to the School and there may not be enough to fund the gap in the village hall funds

The Chairman said that at the moment there is nothing to say the plan will be approved. Two sites were put forward originally but only one was included in the UDC Local Plan and then the developer and architect met with UDC. In the latest , UDC Regulation 19 Local Plan, which has now been approved, 25 houses are allocated for Debden..

EB suggested holding a parish meeting in order for people to give their views

- The Pre-school is closing because of lack of numbers, lack of money and lack of staff. They advertised for staff but did not receive any replies.
- The Pre-school had significant funds in their bank account in August 2016 what will happen to the remainder of those funds when it closes?

The Chairman advised that he had been informed by Pre-school staff that Debden School were considering if they could lower their intake age to take some of the older children early.

18/031 To receive Reports from District and County Councillors

Dist Cllr Knight reported that prior to the adoption of Regulation 19 Local Plan, UDC decided to allocate houses where they felt they would get the least resistance and Debden was included in this. In a few weeks the number of houses allocated for Debden increased significantly. Two residents from Debden and I spoke at the Cabinet meeting on 12th June. The resident of Broctons Farm was also going to speak but was held up and could not attend the meeting. The day after the Cabinet meeting the number was reduced to 25, but even 25 is totally disproportionate for Debden which is a small village. UDC had not taken into account the new houses that are currently under construction in various parts of Debden and Debden Green which have been tastefully done, or the permissions that have been granted but work not started. We have had more than our fair share. We are a small village and when there is a world wide food shortage they should not be building over arable land.

If you look at the proposed plan it is easy to see that car parking will be a problem. In Wimbish Hastoe Housing Association allocated extra parking for their development. We already have a car parking problem in the High Street and if this development should be approved 90% of the vehicles will turn left out on to Thaxted Road. There are no pavements and no verges that can be used for parking. The situation in the High Street will become far worse as this will add up to approximately 100 cars

There is also a serious flood risk and in all probability the balancing pond will not hold the water back when there is heavy rain. It is a nightmare waiting to happen.

Section 106 funding is organised by UDC. At this stage the developers do not know if this will be approved or what they are going to have to pay. The landowners and

developers should definitely not be making statements which are incorrect. The developers have not looked at the need.

The Village Shop is a vital part of the community which I fully support. When the Nisa Shop and post office closed at Carver Barracks people from Wimbish came to the Debden Shop. Whilst they were happy to support the Shop, the Post Office is only open on two mornings. If it was open longer hours it might bring more people to the village.

It is understood the current post mistress would work longer and was open more it could also help the shop.

Regarding the Pre-school, I commented on the problem when it was a commercial business. We were planning to spend money on the village hall for a Preschool. Given the circumstances, will the whole Village Hall project now be reviewed? The pavilion could be used for the pre-school if it opens again.

18/032 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 2nd May 2018

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

Proposed: EB

Seconded: AT

All agreed

18/033 To approve and authorise the Chairman to sign the Minutes of the Extraordinary meeting of the Council held on 30th May 2018

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

Proposed: SW

Seconded: AT

All agreed

18/C034 To receive an update on the investigations regarding manorial rights

The Chairman reported that Wild, Hewitson & Shaw dealt with the original transfer of the manorial rights to the Parish Council. Following the comments received from their Cambridge office, there are a number of points we need to establish to ensure that we own the rights. On the 1910 Land Tax map the land was known as manorial wastes and therefore was manorial land. These rights came from Lady Strathcona and were passed to the residents of the Manor. We have a list of permissions that were given in the past. In 1981 they were passed to the PC and we now have all the deeds and need to decide whether these should be registered. We have met the criteria, so we need to decide how to proceed. To date, ECC have taken responsibility for the maintenance of the trees and verges so we should not incur significant costs.

Our primary rights concern access so we need to be in a position to say whether access should be granted. In order to do that we have to register the land. EB said the area of land should be established but other members felt this would be too costly.

The Chairman will contact the solicitor and ask if we can register the rights from the maps in order to protect the land. Advice should also be obtained from the solicitor on the trees. A progress report to be given at next meeting and costs to be approved.

18/C035 To discuss planning applications receivedUTT/18/1185/FUL Cottage at Sibbards Farm, Debden Green

Conversion of two redundant sheds in order to facilitate the extension and existing one bedroom dwelling, creating a two bedroom three person dwelling

No comment

UTT/18/1475/FUL 1 Manor Cottages Elder Street

Two storey side extension and single storey rear extension

No comment

UTT/18/1546/FUL The Three Horseshoes, Hamperden End.

Two detached dwellings and new vehicle access.

The land agent present gave details of the application which will provide two small dwellings with a rural appearance.

No comment

UTT/18/1708/FUL Land to west of Thaxted Road

Proposed development of 36 new dwellings ranging from 1 bed, 2 person, up to 5 bed, 7 person houses with a mix of tenure, including 14 affordable housing units. With associated garages, landscaping and new access.

It was decided to hold a parish meeting to obtain views from residents of the village. If residents are unable to attend they should send their comments to the PC in writing beforehand. As this needs to be advertised in the Parish Pump and the school summer holidays are fast approaching, the Clerk will ask UDC if the period for comments could be extended to September. The meeting must be organised in conjunction with the planning officer and the Clerk will report back as soon as she receives a reply. (After the meeting this was arranged on Wednesday 22nd August, 8.00pm in the Village Hall)

The following have been approved, subject to conditions:

UTT/18/0744/DFO The Old Barn, Slough Farm

UTT/18/0723/FUL Land adjacent to Henham House, Debden Green

UTT/18/0818/LB Debden Church of England Primary School

The following has been refused:

UTT/18/0670 Plot 1, Land south of Wisteria House, Debden Green

18/036 To receive an update from the Parish Clerk

- Several complaints has been received about the destruction of the bank on Ivy Todd Hill. UDC Enforcement were requested to visit immediately work started. I will chase them and ECC again. The Chairman pointed out that Wild Hewitson & Shaw advised that title to one area of the verge on Ivy Todd Hill is registered with the Land Registry, we need to acquire details. The hedge has been removed at a time which is contrary to UDC policies.
- Following the last meeting I spoke to someone at ECC with regard to the repairs to the bridges over footpaths at Debden Green and three new bridges

have since been installed. I will contact them again regarding the one opposite Ducketts Farm which has not yet been replaced.

- I have been contacted regarding footpath cutting. This should be done in June or July by ECC and I notice this has been put in Parish Pump. SW pointed out that ECC do not cut all the paths and some are being done by volunteers. A resident reported that the farmers at Debden Green have done a good job in parts but there are paths in Hamperden End which need cutting.
- I had a few problems obtaining small green bins but these have now been received and will be placed on paving slabs at Highfields and Deynes Road. Once they are in place I will order the grit from ECC
- I am still chasing Essex Highways regarding the Encroachment issues. The Enforcement Team Leader together with someone from the Highways Records Office should be assessing the situation on Thaxted Road and Ivy Todd Hill in the near future.
- The street light at the top of Church Lane is not working. It has been reported.
- Still getting data protection forms returned, but there are still quite a number outstanding. I will email individuals again and if they are not returned I will remove their address from my system.
- I understand the Rangers can now take on some jobs. Are there any issues you would like me to pass to them and I will then fill in the necessary form. It was suggested that we ask them to cut the hedge round the outside of the recreation ground and the area at the top of Church Lane near the sign.
- I am aware that ECC have been asking parish councils for their views on taking on some of the smaller tasks which ECC is currently responsible for in exchange for funding. I will ask Simon for more information.
- The builders working on the house behind Raymonds Cottage have been asked about the litter bin which was removed but I have not seen the person who is building the house. If any member of the PC happens to see him could they please mention it.

A resident asked who is responsible for the gravel at the Fox crossroads. This has been raised with ECC previously and will be raised again with the Enforcement Officer.

It was reported that items, i.e. copper pipes, have been removed from residents gardens.

18/037 To further review Councillors' responsibilities.

SL raised a question regarding the PC's responses to planning applications. He understood that the PC had a policy that they didn't comment unless there was a concern. Last month we had an application for Howe Barn on the agenda. The Clerk reported that all applications are included and it is then up to the PC to decide if they would like to send a response.

18/038 To discuss the storage of the Parish Council legal documents following removal from Nockolds, Bishop's Stortford

As Nockolds were storing some original documents which were needed for the manorial rights investigation all the documents were collected from Bishop's Stortford.

It was felt it would be more convenient to lodge them with a solicitor in Saffron Walden. The Clerk will contact Tees in Saffron Walden and enquire as to whether there is a charge for doing so.

18/039 To receive an update on the Allotments

The Chairman said a letter needs to be sent to the tenants of No. 6 and No. 7 as they have not cultivated their plots this year. The Clerk advised that the tenant of No. 34 from Saffron Walden will not be renewing his contract this year.

The Clerk is still chasing a few tenants for payment. The Chairman said they should be given one month to pay and if payment is not received we should take back the allotment.

18/040 To review Parish Council Meeting dates.

SL pointed out that our meetings are long and we then have extraordinary meetings. He felt the PC should reconsider the way they operate and had requested that a proposal to meet every month be included on the agenda. He feels the PC should have monthly meetings so that residents can come to a PC meeting every month. SW pointed out that the RG Trust meetings will reduce in time if it continues to operate; we agreed to discuss the future of the RG Trust. The Chairman and EB felt we should continue to operate as at present, meet alternate months and, when required, have an Extraordinary meeting.

The Clerk pointed out that the meeting dates for the year were advertised after the last meeting and really this should not change for six months.

18/041 To receive an update on the Audit for the year ending 31st March 2018

The Clerk reported that all the documents were sent to the External Auditor in order to meet the deadline. We have not yet received the report from our Internal Auditor but he highlighted a few issues at their last meeting, namely:

- There has been a salary increase for Parish Clerks. Details will be forwarded.
- There should be a separate Asset Register for the RG Trust
- Risk register needs reviewing following the GDPR changes

The Internal Auditor would like to know if we will engage him for next year.

18/042 To approve quotation for cutting the verge at Fox crossroads

The Clerk reported that she has spoken to our contractor and he is willing to cut the verge at the Fox but is finding it difficult to give a firm quotation as, in view of the traffic two people will be required, and he is not sure how long it will take.

He has offered to cut this once for £50 and will then report back.

It was proposed this should be accepted and the PC will advise the contractor when this needs cutting.

Proposed: RF

Seconded: AT

All agreed

The Chairman thanked AT for cutting the verge last week.

18/043 To approve Accounts for payment

Ridgeons	£7.13	Hand File
R.. Forster	£8.48	Keys
C. Griffin	£403.43	Net salary + expenses (May)
C. Griffin	£399.59	Net salary + expenses (June)
Ace of Spades	£252.00	Grasscutting
Debden Village Hall	£72.00	Hire Fee (Jan, March, April and May)
R. Forster	£5.50	Essex Records Office (Parking)
R. Forster	£150.00	Tree work at Allotments
LCPAS	£100.00	Membership Fee to 14.06.19
R. Forster	£12.98	Compost for tubs
C.B. Mowers	£47.75	Repairs to strimmer
HMRC	£281.40	PAYE (Apr/May/June)
C. Griffin	£184.68	2 green grit bins
Ace of Spades	£168.00	Grasscutting
A James (Jewellers)	£90.00	Clock on School - service

18/044 To discuss any Urgent matters of interest to the Parish

SW reported that there is a pipe in the ditch in the corner of the recreation ground behind Maltings Cottages which needs a grill to prevent children or animals gaining access. A resident has offered to do this if the PC cover the cost of the grill. The PC agreed to cover the cost

18/045 Items for next agenda

To review the Insurance Policy.

To review the Asset Register and agree which items should be included on the Asset Register for the RG Trust.

To receive a report on discussions with the solicitor regarding manorial rights and approve quotation for registering the land.

To discuss report from Internal Auditor and agree his recommendations.

To approve the appointment of an Internal Auditor for the 2018/19 audit.

18/046 Date of next meeting

The next meeting will be on Wednesday, 5th September, 8.00pm in the Village Hall.

The meeting closed at 10.15pm.

Signed.....(Chairman)

Dated: 05.09.18

