

DEBDEN PARISH COUNCIL

**MINUTES OF A MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY,
5TH JUNE, 2019 AT 8.05 PM IN THE MEMORIAL HALL, DEBDEN**

<u>Present:</u>	Cllr S. Walsh	(SW) Chairman
	Cllr C. Bunting	(CB)
	Cllr C. Diggins	(CD)
	Cllr A. Gardner	(AG)
	Cllr B. Lindsell	(BL)
	Cllr J. O'Brien	(JO'B)

In attendance:

Mr. C. Loon, Planning Consultant for Mrs. Bonham (UTT/19/1054/OP)
 Mrs. B. Bonham, owner of land north of Henham Road
 Mrs. C. Griffin, Clerk. (CG)
 11 members of the public

The Chairman welcomed everyone to the meeting.

19/019 Apologies for absence

Apologies received from Cllr S. Watson (on holiday)

19/020 Declarations of Interests

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

No interests were declared.

19/021 Public participation

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:

- Tina Knight advised that she has been appointed the first official civilian Liaison Officer for Carver Barracks. The contract for the Sports project at Carver Barracks was signed and finalised a few weeks ago and the turf was turned last week.
- I would like a vote of thanks recorded to the previous Council and Clerk for pursuing the drainage problems on Walden Road and then getting the road completely re-surfaced – it is a great improvement.
- If the pavilion, which is a village asset, is going to be knocked down you need to make sure it will be rebuilt.
- There is a rumour in the village that if the funding cannot be raised for the village hall the PC will increase the Precept. Could you please clarify the situation and come back to me.

- The NVHG is looking forward to working with the new PC and are pressing ahead with the current plans. We need £350,000 and our fundraising team is targeting large companies and charities. Everyone can help by voting in the Calor Rural Community fund and donating through Crowd funding scheme. There will be a wine tasting evening on 5th October. Please look out for other initiatives.
- Why is a new water supply needed in the new village hall as there is already water in the pavilion.
It is not sufficient for the hall's requirements and the electricity supply will have to be upgraded as a 3 phase supply will be necessary.
- I would like to ask questions on the event on 31st August.

19/022 To discuss planning applications received and any other planning matters

UTT/19/1054/OP Land north of Henham Road, Debden Green

Outline application for the erection of 2 detached dwellings with related infrastructure

Chris Loon, Planning Consultant, advised that his client purchased the paddock 25 years ago and now wishes to move back to Debden Green. The outline application is for two properties on this land, one for my client and the other will be a self build, the rest of the land will remain a paddock. The new properties have been lined up with the neighbouring properties. There will be a long drive which would be shielded by hedging and the access would comply with the required visibility splays. The neighbours have been consulted and one positive response has been received; there are two letters of objection on the website.

Following discussion the PC agreed to submit the following comments to UDC:

- A section 106 agreement should be placed on the paddock to restrict further development (the owner confirmed that she would be happy with this if it is legally possible as she would not like to see other houses built on the paddock)
- If one property is self build it should be completed in a reasonable time frame
- The proposal will add extra traffic
- There is a fear of sporadic development at Debden Green

UTT/19/1141/FUL Henham Farm Barn, Hamperden End

Relocation of demountable office/storage unit and 4 containers

No comments

UTT/19/1194/LB Purton End House, Purton End

New straw thatch spar coat with new sedge ridge. Repairs and replacement of rotten sole plates and defective brick paved floor

No comments

19/023 To approve and authorise the Chairman to sign the Minutes of the Annual Meeting of the Council held on

Following an addition to item 19/008 and 19/014 it was resolved that the minutes should be signed as a correct record.

Proposed: JO'B

Seconded: CD

All agreed

19/024 To receive an initial report from each Councillor on their areas of responsibility

Cllr B. Lindsell (responsible for Public Rights of Way, Stansted Airport, Transport and Carve Barracks) reported:

Public Rights of Way

Following the last meeting CB and I visited Glebe Cottage and reported the footpath post to ECC. (Details of the footpath review raised at a previous meeting will be passed to BL). We also looked at the trees at the side of the driveway and we are currently waiting to hear from the resident. Cty Cllr Walsh has already supplied information. I have also been in touch with Newport PC regarding footpaths. I hope to get footpaths reclassified. I contacted the Footpath Warden and I am awaiting a reply.

More information has been obtained on the group that cut the paths in Thaxted and we need to identify which paths need cutting in Debden and ask for volunteers. An article has been placed in Parish Pump.

Stansted Airport

I have contacted the Stop Stansted Expansion group. There is a form for registering complaints about aircraft noise and details will be sent to the Parish Pump.

Transport

I will attend the ECC Transport team meeting on Wednesday 26th June. A resident requested that the Dart scheme is pursued.

Carver Barracks

I am involved with the Charity side at the Barracks; the Felix Fund.

C. Bunting (responsible for Open Spaces and Allotments) reported:

There was a break in at the Allotments on 18th May, two lawnmowers and a rotavator were stolen. The Police were informed but as they were not insured and not in a secure place there is very little that can be done.

Travellers have been in the area and residents were urged to report anything suspicious.

Charlotte Diggins (responsible for Parish Pump, Publicity and website) reported:

I have liaised with the Parish Pump Committee and will be attending their next committee meeting. The committee have been successful in finding two new editors, Marion Bamfield and Kathy Brown. The PC supported their appointment and this will be formally approved at the next meeting.

April and I will look at the social media and website, put together some recommendations and consider a Facebook page for the Parish Council.

A moderator has been appointed for the current Facebook page,

A resident requested a google group.

Stuart Walsh (responsible for Planning and Finance) reported:

I have contacted Thaxted and Henham regarding producing a Neighbourhood Plan. It is a huge undertaking that is quite costly although grants are available. It is however important and we hope to move it forward.

Regarding finance, over the last four years the village has spent a lot of money it need not have done. We have quite a small budget but will try and achieve the best we can. The Parish Clerk has very good control over the accounts and this will be ongoing.

Jeanette O-Brien (responsible for Village Hall, Pavilion and RG Trust) reported:

The Village Hall, Pavilion and RG Trust involves a significant amount of work. I have attended a NVHG meeting and liaised with the Trustees. We are currently looking into the mediation agreement.

April Gardner (responsible for the Playground, Publicity and Website) reported:

The playground was inspected in May and it was reported that the wooden crossbar on the swing is rotten. It is still under guarantee so Wicksteed should be repairing. There are other minor repairs which we may be able to carry out ourselves,

19/025 To receive an update from the Parish Clerk

- Registers of interest and election expense forms should have been returned to UDC.
- I have been asked by several people to record a vote of thanks to the previous PC (particularly Andrew Tetlow) for chasing ECC to get the drainage problems resolved and the road from the crossroads to Saffron Walden completely resurfaced.
- Following the Annual Assembly, if there is a change to the event, originally planned by the Church in the churchyard on 31st August, and allocation of proceeds this will need to be noted under item 19/028.
- Joy Darby has confirmed the training course on 24th July. The list of topics which you requested has been sent to her. AG will be away and CB doubts he will be able to attend.
- I have been contacted by the Neighbourhood Watch Co-ordinator in Newport. I have circulated the NhW newsletter for the last 14 years but if Cllr Watson would like to do so the co-ordinator will liaise with her in future.
- Joanna Ludlow from ECC who organised the "Where does the water go" meeting will be coming to see me and collect the information which has been gathered. I will arrange a meeting with her and invite the one couple who have completed the surveys.
- The Primary School would like to borrow our litter pickers.
- I have received a letter from Kemi Badenoch, MP to make us aware of a £3 million fund to improve village halls. The funding covers 20% of the cost of the project; new builds are not eligible due to their high costs.
- Common land/manorial rights - ECC have been in touch with the previous Chairman. Details will be passed to the Chairman, Cllr Walsh, who will follow this up.

- The request made to the ICO re FOI Act will be discussed under 19/026. I have been asked to draft a letter giving the auditors details to the person who made the request. The Internal Auditor is engaged by the Council and is answerable to them not individual members of the PC or members of the public. However, I have spoken to the Internal Auditor and he is prepared to allow me to release his details as he would like this matter to be concluded but I need to make the Council aware that there could be costs involved which have not been approved. The Chairman said it must be pointed out to the Auditor that the PC will not bear any of the costs.
- When I meet with the Auditor, I will ask his advice on the level of general reserves we should hold. The Council can ring fence funds for projects but that is something the Council need to agree. When we receive the Auditor's report this year, usually in September, can I please ask that if you have any questions you raise them at the time and I will then go back to him.
- An email has been received from Dist Cllr Anthony Gerard, Portfolio holder for Residents and Community Partnerships. He is planning to visit all parish and town councils in the district.

19/026 To discuss the letter received from the ICO dated 16th May regarding an FOI complaint

The Chairman clarified that the PC is in breach because they have not responded to the ICO within the required time frame which is not good for the PC.

Following a long discussion it was resolved that the Chairman should sign the letter to the person who made the request giving the Auditors details but the auditor will be informed that the PC will not bear any costs. The ICO will be informed that the details have been supplied to the person who raised the complaint.

19/027 To review the Recreation Ground Trust

The Chairman reported that the Trust was set up some time ago and it needs to be reviewed to ensure it is the correct vehicle. If it is not, we need to decide on changes which should be made. JO'B will lead this.

JO'B said it was the NALC who thought that a Trust should be put in place and the PC were asked to obtain advice and as a result a Declaration of Trust Deed was established but this could be tidied up and improved. It has probably not served the PC well over the last four years. A resident advised that it was set up because there are two covenants and the Charity Commission and the PC's solicitor said it should be registered as a charitable trust.

JO'B said that new bodies have been established since it was set up and will provide an update at the next meeting.

19/028 To discuss participating in the Summer Fete with the Church (Cllr Watson has proposed financial support of apex £300 to help with deposits etc., which will be repaid from the Fete income)

A representative from the PCC was present and advised that since the Annual Assembly changes have been made and the Fete will now be held on the recreation

ground on Saturday 31st August, from 11.00am – 4.00pm. It will be a joint event between the Church and the PC and the proceeds will now be split between them. The Clerk advised that if the Committee would like to use the PC's insurance, it should be organised by the PC. BL will contact Carver Barracks and ask them to participate.

There will be a committee meeting on Wednesday 19th June. Charlotte and April offered to organise advertising for the Parish Pump. Arkwright's usually supply boards.

It was resolved that financial support of £300 to help with deposits, should be paid to the Fete bank account which will be repaid from the proceeds.

19/029 To discuss VE 75 celebrations on 9th May 2020 (Cllr Gardner has proposed a donation/loan of £100 to secure a booking for the evening entertainment)

AG advised that events will be held countrywide and details of the event can be registered. It was resolved that a donation of £100 should be paid to secure an evening booking. The Fete bank account could be used for this purpose.

Proposed: JO'B

Seconded: SW

All agreed

19/030 To approve the adoption of the BT phone boxes in Debden and Debden Green

CD advised that she has looked into this. PC's can adopt BT phone boxes, and an expression of interest has been registered. A nominal fee of £1 is payable, per box. There are lots of ideas as to how they could be used and this will be decided at a later date.

It was agreed that CG should proceed with adopting both BT boxes in accordance with Option 1 - BT Payphones will continue to be responsible for the electrical supply. CB advised that there is currently power to the box in Thaxted Road but BT do not know where it comes from.

19/031 To discuss a request from the VHT/NVHG to complete the land exchange

The Chairman confirmed that the VHT and NVHG want to progress the plans and go ahead with the land exchange which the former council approved.

JOB advised that she has looked at the mediation agreement and there are several versions.

19/032 To discuss the transfer of the registered title for Debden Memorial Village Hall from four former Trustees of the Debden Village Hall Trust to Debden Parish Council as Custodian Trustee of Debden Village Hall Trust and, if agreed, to execute the transfer deed (form TR1) and arrange for submission of an application to the Land Registry for registration of the transfer deed at an anticipated cost of £40.00

JOB explained that the title is currently registered in the name of four former Trustees. The VHT want to grant a lease to the Village Shop but cannot enter into this unless they are the landlords. It would be far simpler if the village hall land is transferred to the PC as Custodian Trustee.

JO'B will amend the application as the PC do not have seal, and it was agreed that once this has been done the transfer document should be signed by the Chairman and Clerk.

The Chairman confirmed that the PC supports the plan to build the village hall on the site proposed site but losing the pavilion is not acceptable. The PC need to look at the recreation ground more holistically.

It was agreed that the PC, VHT and NVHG would meet as soon as a date could be arranged, and come up with a solution which could possibly include expanding the current plan. The PC has some reserves which could help part fund this. The Chairman of the VHT felt the meeting should be held as soon as possible in order for this to move forward.

The Chairman reported that he had received an email from the Village Shop and a business plan is being prepared. Emails to be forwarded to JO'B.

19/033 To approve and sign the Annual Governance Statement for 2018/19

Members of the PC felt that as they are new and have not been involved for the last 12 months they are not in a position to answer the questions on the statement.

The Clerk will explain the situation to the Internal Auditor, ask for some guidance and report back as quickly as possible as there is a deadline for publication.

19/034 To approve and sign the Accounting Statement for 2018/19, Section 2

The Clerk will contact the Auditor regarding this.

19/035 To approve Accounts for payment

The following accounts were approved for payment:

Debden Village Hall	£78.75	(Hire fees from February – May 2019)
Local Public Advisory Service	£120.00	(Advisory service)
C. Griffin	£418.22	Net salary + May expenses (£31.06)
B. Griffin	£12.00	Annual Fee for setting up email addresses for members

Direct Debits

May	E-On	£51.25	Street lights
May	A & J Lighting	£23.86	Street lights - maintenance
May	Affinity Water	£48.48	Allotments

19/036 To discuss any Urgent matters of interest to the Parish

Dist Cllr Luck presented the following report:

It does not seem long since the last report I made at the Village Assembly. Unfortunately, I had to send apologies for my absence for my first meeting of UDC where officers were elected as I was on holiday but being a back bencher, I was not missing much. There has been lots to be involved in recently because UDC staff have arranged many briefings by legal council and various training sessions on topics such as Scrutiny and Governance Audit and Process (GAP).

The BIG issues still not sorted out yet are the proposed expansion of Stansted airport taking the passenger numbers up to 43 million per annum. Its not quite as simple as that but you can check the planning application on the UDC website if you require more detail. We UDC members have all sorts of people giving us official advice, QC's on one hand and SSE etc on the other with me feeling piggy in the middle. I have to take in all the things that are relevant to this application and represent ALL of you when the time comes to vote. Factors that are being raised are lack of infrastructure to handle the extra passengers, the roads are reaching capacity as are the railways and investment in my view is needed BEFORE 43 million people show up. It would also seem we have an ecological crisis to deal with as a priority and we MUST reduce our carbon footprint. Clearly the airports policy of passengers being encouraged to use public transport is appropriate, It works for Debden with its excellent bus service but not elsewhere in Uttlesford.

The important ECM of UDC to vote on the matter should have been on 3rd June but to give more time for Cllrs to take in all relevant information and receive YOUR views the ECM is now scheduled for 28th June. This report is going to be a bit late for you to respond in time for 28th June but I would still like to hear your ideas on how I should have voted and hope they are aligned.

The other BIG issue that you perhaps elected me to deal with is the UDC Local Plan which is years overdue now. If its not ratified soon central government might take over the responsibility for future planning and we can only guess the outcome. The

draft plan is now with the inspectors and the members that I talk to seem to think it is best to let it go through as submitted by our predecessors. We are advised that this can be updated over its lifetime or even new plans submitted prior to any future deadlines Government imposes. FYI this week some Councillors not exactly happy with the present plan did suggest that instead of the proposed new towns at Great Chesterford and West of Gt Dunmow that the old airfield at Debden could be a suitable alternative site. I don't think you need worry as it was quickly explained that the MOD don't know when they will leave Carver Barracks so planning around that is impossible.

The new athletics track has got the go ahead at Carver Barracks and work has commenced. I was pleased to meet Captain Jack Grylls at the Parish Council meeting in Wimbish who was able to update us on that and confirm that many clubs are expected to be able to make arrangements to use it. Tina Knight also attended that meeting and explained what she thought is her role as described in the recent newspaper report as a Civilian Liaison officer for Carver Barracks. I am pleased she has also stated she will continue helping in the village on Tang Ting along with all the other volunteers.

My last report in the Wimbish PCC magazine was well received by residents and so it will continue as an insert this month. Wimbish don't have a Parish magazine so the Wimbish Parish Council are now considering if they should include a report from them that would better inform the community as to what is going on.

I was pleased to see some residents turning up to participate in the Parish Council meeting this month as this is your way of making the difference to what goes on. The public get 15 minutes to make their case please use it. Its important that the PC are then allowed to conduct the business of the meeting without interruptions.

As mentioned previously Speeding in both villages is seen as a problem. I would suggest Debden & Wimbish work together to lobby the police and our ECC Councillor to enforce the present laws and introduce new speed reduction measures where required So I hope you will come to the next meeting and see how the new Councillors are making a difference and also show that you care about matters that concern you.

On the doorsteps you told me to see if I could deal with speeding vehicles. It would help if all the Speedwatch Team attend the next Parish Council meeting to report and influence the Debden Councillors SPEEDING and SPEED LIMITS should go on the agenda for the next meeting and make it an action point for the police and ECC to deal with and then make sure they do.

Don't forget if you have a dog please dispose of its pooh responsibly, kick it into the field or bag it and take it home. DON'T be stupid & hang it on trees! You wont let me down will you!

19/037 Items for the next agenda

To formally approve the new Editors, Marion Bamfield and Kathy Brown, of the Parish Pump.

Reports from District and County Councillors.

19/038 Date of next meeting

The next meeting will be on Wednesday, 3rd July, 8.00pm in the Village Hall.

The meeting closed at 10.33 pm.

Signed.....(Chairman)

Dated: 03.07.19.

