

DEBDEN PARISH COUNCIL

**MINUTES OF A MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY,
8th JANUARY, 2020 AT 8.00PM 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)
	Cllr S. Watson	(StephW)

In attendance:

Mrs. C. Griffin, Clerk (CG)
11 members of the public

The Chairman welcomed residents to the meeting and wished everyone a Happy New Year. He said there is lots to tackle and he hoped it would be a good year for the village.

20/162 Apologies for absence

Apologies received from Dist Cllr S. Luck and Cty Cllr S. Walsh.

20/163 Declarations of Interests

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

CB declared an interest in 20/179 (partner - Bunting Bros.)

20/164 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 and other matters of interest

- Could the pot holes in the car park be filled please.

(CB will organise this during week commencing 16th February which is half term as the car park will need to be empty and the weather dry)

- The Christmas tree was a success

(The Chairman said this was arranged at very short notice and hopefully something larger can be organised for next Christmas)

- As the planning application for the Village Hall has been withdrawn, which will mean further delay, is there a danger the MOD grant will have to be returned. There is another plan on the existing site which could be used.
- A resident raised a comment regarding the expenditure of the VHT

- I am surprised the Ecology survey has not mentioned the great crested newts as it is so close to the pond. This was raised in connection with the planning application opposite the pond. Newts were in the pond and it was suggested another pond should be created. The letter from Place Services to UDC does mention amphibians.

(The Chairman explained that the PC submitted the plans on behalf of the VHT and withdrew them at the request of the VHT. However, it is not the PC's responsibility to resolve these issues. The PC support the process but cannot control it)

- I would suggest that the PC investigates the boundary around Maple House. (Essex Highways will be contacted regarding any possible encroachment)

Action: Clerk

20/165 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 4th December, 2019

Item 19/144 Tina Knight, Carver Barracks Liaison Officer, sent a message by email but it was not read out as the Chairman said part of the message was incorrect. This point was deleted from item 19/144 and added to item 19/149 (Clerk's Report)

Item 19/148 Date changed to Friday 6th December in Cllr Diggins report. An addition was made to Cllr O'Brien's report – The lease between the VHT and the Shop will terminate at a future date and then **a new lease will** be between the RGT and the Shop

With the above amendments (addition in bold) it was resolved that the minutes should be signed as a correct record.

Proposed: SW

Seconded: AG

All agreed

20/166 To discuss planning applications and receive an update on any other planning matters

UTT/19/3042/FUL Lacey's Farm, Thaxted Road

Creation of a new access onto the public highway

No comments.

UTT/19/3126/HHF Sparrows Farm, Henham Road

Demolition of rear extension and erection of ground and first floor side and rear extensions including conservatory and internal alterations.

No comments.

UTT/19/3113/OP Land north of Henham Road

Outline application with all matters reserved except access for the erection of one detached dwelling with related infrastructure.

Comments:

- Insufficient visibility splays based on the average speed in accordance with the Essex Highways guidelines. To satisfy the splay, a significant amount of thicket would need to be removed.
- Insufficient access across Essex Highways land by established vegetation.

678

- The distance to the bus stop, quoted in the application, is incorrect and there is no pavement.
- There is a fear of sporadic development at Debden Green without any planning oversight by UDC post planning permission gained by developers.

UTT/19/3139/FUL Sibbards Farm, Debden Green

Demolish link. Change of use and conversion of barn to one residential dwelling and erection of detached garage – revised scheme to UTT/18/2923/FUL to include larger basement.

No comments.

Appeals

APP/C1570/W/19/3241323 Land north of Henham Road

BL has sent a statement to the Inspectorate at Bristol. The Clerk will check this has been added to the UDC website.

APP/C1570/D/19/3241486 Halycon, High Street

No comments

20/167 To approve Terms of Reference and membership of the Planning Committee

The Chairman said he has draft Terms of Reference which he has discussed with StephW. These will be circulated in the next few days in order for a review at the next meeting. **Action: SW**

20/168 To formally approve the formation of a working group to commence evaluation of the Pavilion project

StephW is leading this and will report back with a design brief for a new pavilion as soon as possible. The design brief for the pavilion has been drafted and circulated to users for comment. Some useful comments have been received which will be incorporated into the revised brief.

20/169 To receive a report from each Councillor on their areas of responsibility

School, Parish Pump, Publicity and Website - Cllr Diggins

The Mental Health First Aid Workshop has been postponed owing to a disappointing uptake. A new date will be set and advertised in Parish Pump.

Open Spaces and Allotments – Cllr Bunting

Following the last meeting the Ash trees on the footpath near Victoria Cottage were inspected. The Clerk will contact ECC and ask them to inspect and advise who is responsible for carrying out work on these trees.

Public Rights of Way, Stansted Airport, Transport and Carver Barracks - Cllr Lindsay

Later this month the head of the ECC Byways Working Group and the Pathways Partnership team should be carrying out a survey of Sampsons Lane and deciding what action to take. If she has time she will be asked to look at the Ash trees near Victoria Cottage.

A question was raised regarding the amount of rubbish which is left on footpaths particularly by off-roaders. This can be reported but evidence is required, i.e. number plates or photographs, but residents should not put themselves at risk.

20/170 To receive an update from the Parish Clerk

The Clerk circulated her report in advance and highlighted some issues.

- I have received further enquiries about the Shop.
- I have just received the new pads for the Defibrillator and I will arrange to meet with Richard Cawte, Chairman of the VHT, and replace these. The First Responder who I have been in touch with would be happy to carry out another training session in Debden. I suggest we include this in Parish Pump.
- The ECC intended closure of Elder Street and Water Lane will commence on 26th March for 13 days. The closure is required while Gigaclear undertake installation of fibre cables for Superfast broadband.
- Following the last meeting I contacted the owners of Mill Farmhouse and advised them of the PC's decision. They are currently looking into this but there is nothing to report at present.
- I have looked at the CCTV in the Shop again. The cameras looking over the playground are not working at all and, as far as I can ascertain, the cameras over the car park are not recording.
- I have reported the issue of the flooding on the Wimbish/Thaxted Road which was raised at the last meeting to the Clerk at Wimbish.
- As reported at the last meeting I received the Neighbourhood Watch newsletters a few days after the December Parish Pump had been delivered. As they refer to events several months ago they will not be circulated but copies will be available in the Shop and the pubs. A note to be included in Parish Pump advising residents that these can be sent electronically if they register with d.giffin@btinternet.com or contact the Parish Clerk, pcclerk@debden.org
- I have contacted the ECC Arboriculturist regarding the trees in front of the bungalows at Highfields and I am awaiting a reply.
- On 16th December I circulated a consultation from the Essex Police, Fire & Crime Commissioner. Please urge residents to complete this, closing date 12th January..
- After the last meeting I informed Tina Knight, Liaison Officer/Point of Contact for Carver Barracks that the email she had sent for the December meeting was not read out because part of it was not correct. She has advised that the contents of the email were correct and checked by the Colonel before sending. Following this email and the withdrawal of the planning application for the village hall she has contacted me again as she feels the VHT should seriously consider the plan on the existing site which already has planning permission. Work could start much sooner, there would be no reduction in car parking and the pavilion would not have to be demolished.

- A request for a donation has been received from Support4sight. To be included on agenda for February.
- UDC will be considering the Stansted Airport planning application on 24th January. Members of the public can give their views on 17th and 24th January but they must register with UDC in order to speak.

20/171 To agree the Precept for 2020/21 and sign the necessary forms

Following the approval of the Budget, it was agreed that the Precept should be set at £18,758.00 for 2020/21. The Precept form was signed by the Chairman and Clerk.

20/172 To receive a report on communications with the Internal Auditor regarding his report for 2018/19

The Chairman reported that the Internal Auditor has responded to his email. He has been away and has also been unwell. The Chairman will contact him by telephone to discuss his comments and as soon as they have been clarified they can be actioned.

Action: SW

20/173 To receive a report on the CCTV equipment in the Village Shop/Post Office

Richard Cawte, Chairman of the VHT, who was present at the meeting, reported that the wall at the side of the Village Hall has been smashed and the camera which was at the front is missing. The other camera has been turned round. It is thought that the alarm was set off and this frightened the intruders away. The wall has been repaired very quickly and a letter of thanks will be sent to the resident who carried out the work.

It was agreed that new CCTV equipment is needed to protect the Shop and Hall and provide security for the car park. Advice will be obtained from the Rural Crime Unit and the VHT, RGT and PC will then consider what equipment should be installed for the future.

Action: StephW

20/174 To agree to reimburse the Village Hall Trust for electricity costs to cover PC light and Defibrillator

In the past £50 per annum has been paid to cover power to the PC's light and defibrillator. The Chairman of the VHT confirmed that he was happy for the amount to remain the same for this year but will review next year.

20/175 To agree the Telephone Box options for the residents survey

A number of suggestions were proposed but it was decided that, initially, both boxes should be refurbished and re-painted. Details of costs involved will be available at the next meeting.

Action: CD

20/176 To discuss the applications submitted to ECC by Dist Cllr Luck for (a) a lay-by at Smiths Green and (2) drop kerb on both sides of the road near the entrance to Highfields.

(1) The Clerk reported that she had contacted ECC and they advised that an engineer will inspect the site. Following the engineer's assessment, ECC will decide whether this should be validated. If it is, they will look into funding to prepare a design.

(2) The drop kerbs will be more straightforward and could be approved in March and completed this year.

The PC will be kept informed.

Following a question raised by a resident, the Clerk will contact UDC concerning the car park at Smiths Green.

20/177 To receive an update on the new notice board for Debden Green following the approval of a grant of £682.50 from UDC and agree to pay the balance from PC funds

AG reported that the UDC Community Grant scheme have awarded 75% of the cost of the notice board. The noticeboard will be green aluminium and it was agreed that it should be the “unlocked” type. AG was thanked for organising this and it was agreed that the balance of £227.50 should be paid by the PC

Proposed: AG

Seconded: CD

All agreed

20/178 To review the Allotment contract and hiring charges for 2020

A copy of the contract and current charges had been circulated prior to the meeting. It was agreed that the contract and charges should remain the same for 2020, i.e.

Single plot	£25.00
Double plot	£40.00
Single plot (Senior citizen)	£15.00
Double plot (Senior citizen)	£25.00

There are four plots available at present.

20/179 To approve Accounts for payment, schedule circulated prior to the meeting

The following accounts were approved for payment:

Homestart	£50.00	Donation
C. Griffin	£408.76	Net salary + December expenses (£21.60)
Bunting Bros.	£82.50	Posts for Allotments
S. Watson	£31.96	Lights for Christmas tree
HMRC	£289.80	PAYE Oct/Nov/Dec
<u>Direct Debits</u>		
December E-On	£53.81	Street lights
December A & J Lighting	£23.86	Street lights – maintenance

20/180 To receive Reports from District and County Councillors

A report from Cty Cllr Simon Walsh had been received and circulated. Cty Cllr Walsh asked the Council to contact him on any issues, particularly any problems regarding recent flooding matters.

Dist Cllr Luck sent an email advising that he would not be giving a report for January and raised two issues. The Clerk will circulate the email to all members,

20/181 To discuss any Urgent matters of interest to the Parish

181.1 Attention was drawn to noticeboards in recycled plastic. AG will investigate before placing the order.

181.2 A question was raised regarding the Annual meeting of the RGT. JO'B will deal with.

181.3 There is a meeting of the Police and Fire Service in the Town Hall, Saffron Walden on 23rd January at 6.30pm.

20/182 Items for the next agenda

To receive a report on communications with the Internal Auditor regarding his Report for 2018/19.

To approve terms of reference for the Planning Committee.

To receive a report on guidance from the Rural Crime Unit on CCTV equipment.

To consider a request for a donation from Support4sight

To agree costs of refurbishing/repainting the Telephone Boxes.

20/183 Date of next meeting

The next meeting will be on Wednesday, 5th February 2020, 8.00pm in the Village Hall.

The meeting closed at 9.40 pm.

Signed.....(Chairman)

Dated: 05.02.20.

