

HIGH EASTER PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
 held in High Easter Village Hall Monday 5th March 2018

Present: Cllrs Nigel Boreham, Andrea Davis, Robert Lodge (Chairman), Janet Robinson, Paul Sutton, Jo Windley and the Clerk Allison Ward

District Cllr Howard Ryles – Takeley ward (leaving after agenda item 17/148)

5 Members of the public (4 leaving after item 17/149)

17/139 APOLOGIES FOR ABSENCE were received from Cllr Neil Reeve and accepted by the Parish Council.

17/140 DECLARATIONS OF INTERESTS FOR THIS MEETING - None

17/141 PUBLIC FORUM

Dunmow Rhodes football team have sent a request asking if maintenance could be carried out on the pitch to improve the drainage. The meeting discussed the options and were of the view spiking only (c.£1k in the first year, reducing to £500 in subsequent years) would not be sufficient, with costs ranging from +£2k for using sand to +£25k for proper drainage. It was noted that the playing field is foremost a village facility, income currently generated from its use is minimal at £20 per match to the Parish Council and any significant works would require financial support from the football club. See agenda item 17/149.

Cllr Lodge proposed that agenda item 17/148 is brought forward, there were no objections. Cllr Lodge thanked District Cllr Howard Ryles for attending the meeting and opened this item to public debate.

17/148 COMMUNITY FIBRE BROADBAND

District Cllr Ryles confirmed that to date 135 households and businesses have expressed an interest in the project to provide a community fibre broadband solution. The current Openreach quote of £43k community contribution before grants, is based on the initial 103 households who replied. Cllr Ryles and the Parish Council are currently contacting the remaining households and businesses who have not responded to ensure all in the village have the opportunity to be part of the project, a deadline of 16th March has been set for this piece of work. At which point a further list will be submitted to Openreach for their view on whether the project has to be re-costed given the additional properties and their locations.

Initial discussions with businesses on a minimum contribution of £500 have been encouraging, as have suggestions of a minimum £75 contribution from residents, a draft letter requesting a financial contribution and outlining the plan will be prepared ready to issue to all those who have expressed an interest once Openreach confirm the final quote.

The discussion turned to points of order in relation to the Parish Councils position as the legal entity signing the contract with Openreach

- a. Cllr Robinson proposed that in accordance with High Easter Parish Council Financial Regulations 11.1 and given this contract includes ‘telephone’, that it is appropriate that the Parish Council does not tender for a fibre broadband solution. This was seconded by Cllr Lodge with all in agreement.
- b. The Parish Council considered the requirements of the Public Contracts Regulations 2015. The contract with Openreach is for a community fibre partnership whereby part of the cost is funded by Openreach and part by the community, furthermore grants of at least £30k are available reducing the current proposed financial transaction to a maximum of £13k, this will largely be funded by further grants or resident’s contributions outside of precept.
- c. Cllr Lodge proposed that the Parish Council opens a new community bank account with Natwest in order to keep the funding for the community fibre partnership project separate from general Parish Council funds, signatories on the new account to be Cllr Boreham, Cllr Lodge, Cllr Sutton and Cllr Windley. This was seconded by Cllr Boreham with all in agreement.

Signed
 Robert Lodge (Chairman Parish Council)

Cllr Lodge concluded this agenda item by thanking District Cllr Ryles for all his work to help bring a fibre broadband solution to the village.

District Cllr Ryles leaves the meeting.

Cllr Lodge proposed that agenda item 17/149 is brought forward, there were no objections. Cllr Lodge thanked Jayne Hulbert from Butterflies pre-school and representatives of High Easter Village Hall Committee for attending the meeting and opened this item to public debate.

17/149 PLAYING FIELD REQUESTS

At its meeting in September 2017 the Parish Council agreed in principle to a proposal from the preschool to fence off an area accessed from the store room creating an outdoor play area for the children. The preschool has submitted a design for the fence which was circulated to the Parish Council ahead of the meeting.

A lengthy discussion took place on possible designs that would meet the requirements of the preschool in terms of safety, the village hall committee in terms of access to allow equipment to be moved from the store room to the playing field and the Parish Council in terms of the overall look and any planning regulations. The Parish Council reconfirmed their full support to the proposal, however asked that there is some compromise to the proposals submitted in terms of height and design. The following points were agreed,

1. A total height of 5ft (1.5m) is acceptable to all parties including the gravel boards.
2. Concrete gravel boards and posts for longevity are acceptable.
3. A 'closed board' design is not acceptable on all sides, the meeting suggested 'closed' fencing could be used on the north side, but some form of open fencing should be found for the two sides which overlook the playing field.
4. The Village Hall Committee require a gate ideally double width, on either the south or east side to allow equipment to be easily moved from the hall to the playing field for events.
5. The pre-school confirmed the ground would remain grassed inside the area which they would maintain, if there is any change to this plan they will come back to the Parish Council.
6. A 6ft x 4ft shed is required within the area to store toys and equipment.

The current planning regulations allow fencing up to 2m to be placed without planning permission, however for any fencing adjacent to a public highway or footpath the maximum height is 1m before planning permission is required. It is unclear whether the footpath leading from the gates and along the rear of the hall falls into the definition of a public footpath, the Clerk was asked to contact Uttlesford for guidance. The Clerk was asked to look at possible design solutions that would be acceptable to the Parish Council and to liaise with the preschool before considering further.

Further to the discussion in the public forum following the request from Dunmow Rhodes, Cllr Boreham agreed to do some further investigations on possible options and costs.

4 residents leave the meeting

17/142 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING of 6th February 2018. Cllr Lodge proposed that the minutes be accepted as a correct record, this was seconded by Cllr Davis with all in agreement; the minutes were signed by the Chairman.

17/143 DISTRICT AND COUNTY COUNCILLORS REPORTS – Apologies were received from County and District Cllr Susan Barker

17/144 CLERK'S UPDATE & CORRESPONDENCE FOR CONSIDERATION

In response to the Parish Councils letters to Postmasters a reply has been received expressing an interest in providing a mobile post office service to High Easter. Discussions are ongoing between the various parties.

The CAA has again responded that the PIR into departure routes from Stansted (Module A) has been delayed. They comment 'at this stage, we anticipate that the final CAA analysis report for Modules A, B and D will be published around the end of March, subject to no other areas being identified as requiring more detailed review.'

Signed
Robert Lodge (Chairman Parish Council)

At the end of February Uttlesford sent notice that the weekend Green Waste Service will continue to be provided to Parishes at the same cost as previously. The schedule confirming when the service begins is yet to be issued, however Uttlesford has confirmed that due to operational requirements they will not be in a position to make changes to the current schedule.

A hoop and net have been purchased for the basketball court as it was not possible to purchase a net only for the existing hoop.

The National Association of Local Councils has issued further guidance on the General Data Protection Regulations (GDPR) and requirements for Parish Councils due to come into force on 25th May 2018. The Clerk is preparing an action plan and will update the meeting in April.

As per the decision at the November 2017 meeting the applications for Assets of Community Value were submitted to Uttlesford. The application for the church could not be submitted as the legislation requires that churches can only be listed if community use, other than as a place of worship, can be proved. In further consultation Pump Green was also excluded as it does not meet the definition and is protected by alternative legislation.

17/145 COUNCILLORS REPORTS

Cllr Robinson carried out the playground inspection for February 2018, there are no new issues although the current state of the bark surface has deteriorated significantly and will be monitored.

The Parish Council has been made aware of bird scares that have been placed on, or very close to public footpaths 18 and 75. Contact will be made with the relevant landowners with a request to position them away from the public footpaths.

Following the cancellation of the litter pick due to poor weather, the Parish Council agreed a new date of Saturday 17th March meeting at 10am at the village hall.

A date of Wednesday 25th April was suggested for a Parish Lunch and the Clerk was asked to confirm with the village hall.

17/146 PLANNING

17.146.01 Applications

Application No	UTT/18/0025/FUL
Location	Site at Acreland Green
Development	Erection of agricultural storage building and creation of new vehicular access

Cllr Lodge proposed that the Parish Council submits a comment as follows, given the purpose of the application is for the storage of agricultural vehicles which are generally larger and slower than the majority of road users, the Parish Council is concerned with the position of the access close to bends on a 60mph road and the highway safety issues that will arise for all road users. This was seconded by Cllr Robinson with all in agreement.

Application No	UTT/18/0269/HHF
Location	Bush Barns,
Development	Construction of timber framed outbuilding for use as catering kitchen, store room and eating/dining area ancillary to the main residential dwelling

Cllr Sutton proposed that the Parish Council has no objection to this application, this was seconded by Cllr Boreham with all in agreement.

Application no	UTT/18/0493/HHF & UTT/18/0494/LB
Location	The Labourers Rest
Development	Proposed flue installation and erection of first floor extension

Cllr Sutton proposed that the Parish Council submits a comment as it is concerned that the first floor extension is an incongruous addition to a listed building. This was seconded by Cllr Davis with all in agreement.

Signed
Robert Lodge (Chairman Parish Council)

17.146.02 Decisions

Application No	UTT/17/3370/HHF
Location	Games Farm, High Easter Road
Development	Demolition of existing 2 bay garage/store and erection of 3 bay cart lodge
Decision	Conditional Approval

17.146.03 – The Parish Council discussed the application from Manchester Airport Group to increase annual passenger numbers to 43.5m per annum. In conclusion Cllr Davis proposed that the Parish Council objects to the application on the grounds of the noise and other environmental concerns resulting from the significant increase in volume and size of aircraft that would overfly the village. Further guidance from Stop Stansted Expansion is expected and the Clerk with the support of Cllr Davis and Cllr Reeve will pull together a more detailed response focused on these points for submission by 3rd April. The Parish Council is keen that residents respond with their own personal views on the impact and the Clerk was asked to circulate information requesting this.

17/147 PARISH COUNCIL CONTRACTS 2018

Following invitations to tender the Parish Council considered responses to,

- a. Verge cutting – tenders were issued and two responses received. This is a sub-contract from Essex County Council (ECC) and the current fee received is £3.8k, the Clerk has spoken to ECC and there is no budget available to increase this fee. Cllr Lodge proposed that Perry Contracting, (current contractor) is appointed for the year 2018 at a cost of £4.3k which includes three cuts and additional strimming around signage on the first and final cuts. This was seconded by Cllr Sutton, with all in agreement. It is noted that this is a £0.3k increase on the previous year and £0.5k short of the funding received from ECC, the shortfall will be funded from precept.
- b. Grass cutting playing field – tenders were issued and four responses received. Cllr Sutton proposed that the existing contractor, Nightingale is appointed for two years at a cost of £900p.a., this compares to £850 for 15 cuts in 2017. This was seconded by Cllr Lodge, with all in agreement.
- c. Jubilee Wood and adhoc village hall – tenders were issued and four responses received. Cllr Boreham proposed that the existing contractor Nightingale be contracted for two years at a cost of £720p.a., last year, £650. This was seconded by Cllr Robinson, with all in agreement.

17/150 PARISH EVENT – NOVEMBER 11th 2018

The Parish Council considered plans to commemorate the 100th anniversary of the end of WW1 on Sunday 11th November. It is hoped the church service will take place at 11am and the church will be able to ring the bells as part of the national event.

The Parish Council discussed organising a village lunch to be held late in the afternoon. This would be a maximum 100 people and would be fully catered by an outside organisation with tickets being sold to cover the costs. Later in the evening the beacon would be lit as part of the national event. The Clerk and Cllr Lodge will look for caterers and obtain quotes. The Clerk was asked to book the village hall and to advice and seek the support of both the village hall committee and the church for the proposed plans or any alternative proposals.

17/151 FINANCE

17.151.01 Cllr Lodge proposed the following cheques for payment, this was seconded by Cllr Sutton with all in agreement.

Allison Ward - Parish Clerk February 2018	£ 240.16
IDU Sports Trading Ltd – Basketball hoop and net inc VAT	£ 39.00

17/152 ITEMS FOR NEXT AGENDA – To include review of Parish Council Standing Orders and Financial Regulations, Parish Council events 25th April and 11th November, Blake Road flooding.

17/153 DATE OF NEXT MEETING Tuesday 3rd April 2018

TIME AND CLOSE OF MEETING 9.25pm

Signed
Robert Lodge (Chairman Parish Council)