

Little Chesterford Parish Council

Draft Minutes of a Parish Council Meeting held on Thursday 9th January, 2020 at 7.30pm

Present Chairman Robert Pumfrey, Cllr Ian Couchman, Cllr Paul Osborne, Cllr Annie Roberts and Cllr Fiona Wilkinson.

In Attendance 1 member of the public
Katherine Maguire - representative from Chesterford Research Park
Mike Young- representative of the Hundred Parishes Society
Amanda Lindsell - Clerk to the Council.

20/001 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Cllr Lez Davison and District Cllrs Neil Gregory and Richard Pavitt.

20/002 DECLARATIONS OF INTEREST

None.

20/003 PUBLIC PARTICIPATION

Mike Young from the Hundred Parishes Society provided a map of the area that the society covers and noted that if required a detailed 40 minute presentation can be arranged. Mike went on to explain that the 100 Parishes is a registered charity, covering 103 parishes, launched in 2014 to encourage residents to appreciate the area we live in. The current committee of five promotes the huge concentration of heritage and density of pre 1700 listed buildings within the 450 sq miles and 6700 listed buildings within the area, including excellent agricultural land where industry has not depleted the heritage.

The society has a website and spreads knowledge, but cannot campaign as a charity, but can alert members to highlight issues and organises walks and sends out monthly newsletters.

The society published its first 432 page hardback book *The Hundred Parishes; An Introduction* in 2018, which is available for £25 at Tourist information Centres in Saffron Walden, Thaxted and Stortford, at Harts Books in Walden and *Between The Lines* bookshop in Great Bardfield.

The committee are currently considering the installation of information boards in selected villages as a new venture for their 150 members who pay £10 subscription per annum, new society members always welcome at www.hundredparishes.org.uk.

The Council thanked Mike for his interesting talk and suggested Little Chesterford Village Hall car park as a possible location for a proposed information board, Mike confirmed that the society Secretary will be in touch.

20/004 MINUTES OF THE LAST MEETINGS

The minutes of the November Parish Council Meeting were approved by Councillors as an accurate representation and signed by Chair Robert Pumfrey.

20/005 DISTRICT COUNCILLOR'S REPORT

The clerk read out District Cllr Neil Gregory's report;

i. Uttlesford District Council has announced the public speaking arrangements ahead of a special Planning Committee meeting to consider matters relating to the Stansted Airport planning application. The meeting will be spread across two days – Friday 17 January and Friday 24 January, 2020.

ii. The Inspectors Local Plan report is expected imminently and will be circulated by UDC to members as soon as it is received.

iii. UTT/19/0573/OP - Land to the South West of London Road, Little Chesterford

Outline application with all matters reserved except for access for the development of up to 76 dwellings will be considered at the UDC Planning Meeting 15th February, subject to the contents of the Inspector's letter.

Nigel Brown of UDC would like to meet with Great and Little Chesterford Parish Councils to initiate discussions regarding the development.

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iv. UDC has commissioned a CIL Viability Study that will form the basis for setting the Council's Community Infrastructure Levy (CIL) Charging Schedule and requests that local knowledge on local markets, residential and commercial property values and build costs, and land values are forwarded to Dixon Searle Partnership by 31/01/2020. Councillors noted that the document is CIL was confirmed as a roof tax on new houses built, with funds directed to UDC to spend on infrastructure, not site specific and not directly linked to the development it came from. 15% of CIL is distributed to the Parish Council, which increases to 25% if there is a Neighbourhood Plan in place. It was noted that recent CIL are often excluded from major developments.

v. January 23rd, 6.30-8pm at the Town Hall, Market Place, Saffron Walden - public meeting with the Police, Fire and Crime Commissioner for Essex, who currently has a consultation out regarding additional contributions to enable the provision of additional services. Please respond to this consultation.

20/006 FINANCE.

i. The clerk presented a statement of accounts and reconciliation to cash books which were agreed and signed.

Cheques - 100367 - Memorial bench - £535.00

100368 - Clerk's salary Nov/Dec 2019 - £201.99

were agreed for payment and signed by Chair Pumfrey and Cllr Wilkinson.

ii. Following the announcement that Essexinfo will cease hosting the PC website 31/03/2020, it was agreed that Cllr Osborne will investigate alternative website provision and provide an update at the March PC meeting.

iii. The 2020/21 budget was agreed at £3245.00. The council agreed that they would not increase the budget to accommodate a possible large legal fee, but would ask residents to contribute financially if the situation arose.

iv. The 2020/21 precept was agreed at £2500.00.

20/007 PLANNING

i. UTT/19/2820/CLP - Maytime, High Street, Little Chesterford

Replacement of rear door with windows, formation of new side access, internal alterations to ground floor layout and installation of air source heat pump. Split decision granted - UTT/0506/02/FUL resulted in the withdrawal of permitted development rights so a full application is required. Certificate of lawfulness granted for the detailed air source heat pump.

ii. UTT/19/0573/OP- Land to the south west of London Road, Little Chesterford - Cllr Wilkinson reported attendance at the December Planning Committee Meeting, where the decision was deferred to the February Planning Meeting due to the anticipated Inspector's letter. The Parish Council confirmed that they maintain their objections to this application, but if UDC are minded to approve then an appropriate S106 will be required including, but not limited to, a proper maintenance agreement for the play areas, implementation of appropriate footpaths and cycle paths and a proper education contribution to mitigate the impact of the development. Traffic mitigation would be the highest priority for Little Chesterford Parish Council, who would also seek to support Great Chesterford Parish Council in their impact mitigation.

20/008 KISSING GATE

It was agreed that the proposed repairs to the kissing gate would be considered at the March Council meeting.

20/009 NEIGHBOURHOOD AND LOCAL PLANS

Cllr Wilkinson detailed progress made with the Neighbourhood Plan, including the strict process of writing to site and land owners regarding the site assessment process. The next Neighbourhood Plan meeting is 13/01/2020, following which the site selection process should commence.

20/010 DITCH MAINTENANCE

Cllr Couchman detailed a report from the owner of The Manor claiming grass cuttings, prunings, hay and rubbish dumped in the ditch outside The Manor resulted in the culvert blocking. The owner's gardener cleared three trailers of rubbish away, to allow the flooding to dissipate and requests that the community be watchful and stop people from dumping rubbish in the ditch as ditch maintenance is not his responsibility. It was agreed that Cllr Couchman would prepare a note for the broadsheet.

20/011 CHESTERFORD RESEARCH PARK TRAFFIC SURVEY

Katherine Maguire provided an update regarding the traffic surveys conducted alongside the Parish Council; 27/11/19 am - 99 vehicles left the village - 41 of which went to the research park. (86- 02/19)

28/11/19 pm - 388 vehicles left the research park - 37 of which drove through the village (58- 02/19)

Some contractors were also observed driving through the village and were subsequently dealt with.

Cllr Wilkinson thanked Katherine and the research park for the work so far, which has decreased the number of vehicles driving through Little Chesterford, but noted that it is still about half of the vehicles travelling through Little Chesterford are going to the research park, although it is only one tenth of overall traffic going to the research park.

It was agreed that Cllrs Wilkinson and Couchman would forward suggested dates for a further survey to Katherine for consideration.

Katherine shared the Chesterford Research Park winter newsletter with the Council, which includes an article reminding occupiers, visitors and suppliers to not drive through Little Chesterford.

Katherine detailed two transport forums that the research park actively participate in, including the South East Science Park Cluster meeting who met recently where Cambs Greater Partnership did a positive presentation on the Whittlesford Plan which includes 31 projects being brought together. Stagecoach also presented and are rebranding with a new management team and Cambridge City Council have commissioned Stantek to review the route from Royston Granta Park strategic transport study.

Herts, Suffolk, Cambs and Essex County Council were all communicating in what felt like an unprecedented constructive manner.

20/012 MEMORIAL BENCH

The clerk confirmed receipt of the £468 Essex County Council micro-grant and purchase of the agreed memorial bench which should be delivered next week. It was agreed to locate the bench on the opposite side of the path, outside the Village Hall.

20/013 MATTERS FOR FURTHER DISCUSSION

- i. The village access sign on the B1383 side had been knocked over.
- ii. The B1383 regularly becomes the M11 relief road. This has been happening weekly, and rather than being a rare occurrence, needs to be properly taken into account in any future traffic assessments.

20/014 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm on Thursday 12th March, 2020.

The meeting closed at 9.00pm.