

Little Chesterford Parish Council

Draft Minutes of a Parish Council Skype Meeting held on Thursday 14th May, 2020 at 7.30pm

Present Chairman Robert Pumfrey, Cllr Lez Davison, Cllr Paul Osborne, Cllr Annie Roberts and Cllr Fiona Wilkinson.

In Attendance Amanda Lindsell - Clerk to the Council.

20/028 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Cllr Ian Couchman.

20/029 DECLARATIONS OF INTEREST

None.

20/030 PUBLIC PARTICIPATION

None received.

20/031 MINUTES OF THE LAST MEETINGS

The minutes of the April Parish Council Meeting were approved by Councillors as an accurate representation and Chair Robert Pumfrey devolved power to the Clerk to sign the minutes on his behalf.

20/032 DISTRICT AND COUNTY COUNCILLOR'S REPORT

In the absence of the District and County Councillors, the clerk noted comments made by District Cllr Neil Gregory at Great Chesterford Parish Council's meeting 13/05/2020;

- i. The Local Plan has been withdrawn, on a vote of 31/7. The leader of UDC faces the Scrutiny Committee 21/05/2020 to explain how the Council got to this point. Clear governance framework will be required to ensure the next plan is successful.
- ii. UDC's finance revenue remains extremely low, with arrears for council tax and business rates through the roof, and housing benefit and council tax relief applications sky high. Cllr Gregory commended Council officers hard work supporting residents and maintaining core facilities.

20/033 FINANCE.

- i. The Council resolved to continue affiliation with EALC and NALC for 2020/21.
- ii. The Council agreed to reissue cheque 100353 from the 2018/19 accounts, as it has not been cashed. Clerk to confirm payee details and the intention to reissue.
- iii. The clerk presented a statement of accounts and reconciliation to cash books which were agreed.

Cheques - 100372 - EALC/NALC affiliation 2020/21 - £69.31
100373 - Clerk's salary + expenses April 2020 - £202.02
100374 - Reissue of cheque 100353 - £900.00
DD - CPRE annual subscription - £36.00

were agreed for payment and the Clerk resolved to obtain cheque signatures 15/05/2020.

- iv. The council resolved that as a smaller authority whose gross annual income or gross annual expenditure does not exceed £25,000 the council are exempt from sending the Annual Governance and Accountability Return to the external auditor for a limited assurance review. The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website before 1 July 2020. The Clerk signed the Certificate of Exemption and the Chair will also sign as soon as is practicable.
- v. The Council resolved to appoint Yvonne Morton to carry out the internal audit of the Council accounts.
- vi. The clerk read through and the Council approved the Section 1 Annual Governance Statement of the Annual Governance and Accountability Return 2019/20. The Clerk signed the statement and the Chair will also sign as soon as practicable.
- vii. The Council approved the annual accounts, and the Clerk signed the Section 2 Accounting Statements 2019/20. The Chair will also sign as soon as practicable.

Little Chesterford Parish Council

viii. The Council noted the completion of the Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) to be displayed from 13th June 2020, and making available the Annual Governance and Accountability Return and associated documents on application to the clerk, between 17/06/20 and 26/07/20.

20/034 PLANNING

The following application for a lawful development certification was noted;
UTT/20/0846/CLP - 2 Walden Road, Little Chesterford
Loft conversion with rear facing dormer.

20/035 LOCAL PLAN

Cllr Wilkinson confirmed that it will be a number of years before a new Local Plan will be in place, and in the interim developers are likely to put forward applications that will be granted permission purely because of the absence of adequate housing supply.

20/036 NEIGHBOURHOOD PLAN

Cllr Wilkinson detailed comments received following the site assessment, including suggested alternative sub-plots from one site with access issues, for consideration.

Cllr Davison shared residents concerns regarding the suggestion of Rectory Farm land as a potential site, due to mainly access issues. Cllr Wilkinson confirmed that the plot was identified as a potential site, as a result of the Village Survey three years ago, where the plot received the strongest positive response from the plots available. Cllr Wilkinson went on to confirm that strict construction management can be included in the conditioning within any planning permission and noted the recent approval of 13 dwellings in Bartholomew Close, Great Chesterford, which includes serious conditioning on construction management and a planned meeting with residents and Parish Council representatives before the management is finalised.

Cllr Wilkinson reminded the Council that Neighbourhood Plans are required to be pro-growth, but give parishes control of where development can be undertaken, and areas they wish to particularly protect.

The Council resolved to designate the whole of Manor Cottages Green as open space for preservation within the site assessment.

Cllr Wilkinson confirmed that there unfortunately Government guidance is that the referendum that must take place before a neighbourhood plan is adopted cannot take place before 06/05/2021. There is also uncertainty as to how and when the preceding Regulation 14 consultation step may be carried out.

20/037 ANNUAL PARISH COUNCIL AND ANNUAL PARISH MEETING

The Council agreed to postpone the Annual Parish Council meeting and Annual Parish Meeting until May 2021.

20/038 MATTERS FOR FURTHER DISCUSSION

- i. Memorial bench update.
- ii. New notice board on Walden Road. Cllrs Couchman and Davison to locate as appropriate.

20/039 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm on Thursday 9th July, 2020.

The meeting closed at 8.35pm.