

TAKELEY PARISH COUNCIL MINUTES

Ordinary Meeting of Takeley Parish Council

Held on Wednesday 4th March 2020, at 7.30pm at The Old School
Community Centre

- Present:** Cllr Carol Pratt, Chairman
Cllr Geoff Bagnall Vice Chairman Parish Council/District Councillor
Julia Peachey – Clerk
Julia Potter – Assistant Clerk
Cllr Pat Burnett
Cllr Richard Cheetham
Cllr Jackie Cheetham
Cllr Peter Hewett
Cllr Dom Roque
Cllr Jim Backus
Cllr Patricia Barber
Cllr Trevor Allen
Cllr John Green
Cllr Linda Steer
Cllr Sue Sprules
Graham Mann -Caretaker
- Martin Carr – Molehill Green Group
District Councillor – Maggie Sutton
- Apologies:** District Councillor – Vere Isham
County Councillor – Susan Barker

20/453	<p style="text-align: center;"><u>WELCOME & APOLOGIES</u></p> <p>The Chairman welcomed members, and visitors and received apologies as above which were approved by the council.</p> <p>Members were asked to direct any comments through the Chairman. All parties present were reminded that proceedings may be filmed, recorded or photographed or otherwise reported about a person attending the meeting.</p>
20/454	<p style="text-align: center;"><u>DECLARATIONS OF INTEREST</u></p> <p>Members were reminded that they should declare relevant interests at each meeting for items on the agenda and to request a replacement form if their circumstances have changed and their register of interests needs amending.</p>

Date:

Chairman:

	Cllr Peter Hewett and Cllr John Green declared an interest in respect of the agenda item ref: donation to Takeley Park.
20/455	<p style="text-align: center;"><u>MINUTES OF MEETING</u></p> <p>The 5th February 2020 minutes previously circulated were formally approved by the council and signed as a true and accurate record by the Vice Chairman.</p>
20/456	<p style="text-align: center;"><u>DISTRICT & COUNTY COUNCILLORS REPORT</u></p> <p>District Councillor Bagnall highlighted that UDC were seeking views by the 5th March on the Local Plan in respect of the large scale garden communities or whether development should occur in villages or towns. It was mentioned that a roll out to the Parish Councils would not occur as the final decisions would need to be taken at UDC. The Local Government Association are currently collating information from UDC members and officers and a decision will be progressed at a later date.</p>
20/457	<p style="text-align: center;"><u>OPEN FORUM</u> (Maximum 15 minutes)</p> <p>Martin Carr of Molehill Green sought permission from Takeley Parish Council to plant trees on Molehill Green. The Chair stated she had no problem with this idea but suggested they needed to be planted close to the existing trees at the far end of the Green, as at the far end the soil is very wet so problems may occur. In terms of what trees would be suitable it was suggested by Cllr Trevor Allen that “<i>Silver Birch</i>” would be suitable and that planting them in a copse like fashion would be beneficial to attract wildlife etc.</p>
20/458	<p style="text-align: center;"><u>ADMIN</u></p> <p>The Chairman thanked Graham Mann the new caretaker for his attendance (official start date of 27th January 2020 was noted).</p> <p>The training paper was circulated to all council members and received positive support. It was suggested by Cllr J. Cheetham that we add the UALC on to the relevant training sources mentioned.</p>
20/459	<p style="text-align: center;"><u>CLERKS REPORT</u></p> <p>A temporary cleaner was utilised on a one off basis for 1.5 hours to clean both sets of toilets and the hallway. However further review of cleaning will be carried out by the finance committee. A further temporary cleaner was suggested by in the interim.</p>

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	<p><u>BOOKINGS FOR THE OLD SCHOOL COMMUNITY SCHOOL HIRE</u></p> <p>All new bookings are being put on hold whilst Covid 19 is taking effect. The community café is currently not operating. (This section of the minutes has been updated following the latest government advice).</p> <p><u>CARETAKER</u></p> <p>Caretaker, Graham Mann has installed toilet roll holders, put up the pinboard, all signs in the café and the clock. He has taken meter readings and tested the fire alarms each week. He has assisted in wifi set up and has been present for opening and closing of hires. He has put a proper lock on the storage door to the store and has arranged for the salt to be delivered and stored for cold weather. He has also completed the water softener and boiler warranty documents and liaised with John Monk about water softening requirements which occur weekly. He is also helping with the heating issue and has had a meeting with Media comms.</p> <p><u>MATTERS REPORTED TO HIGHWAYS</u></p> <p>A letter from Rosemary Trayford at Takeley Park has been passed on to Rissa Long at Highways as additional information to support the 30mph sign on Station Road.</p> <p>Road surface in School Lane reported to Essex Highways – Ref: 2648915 The defective drain at the Street has been repaired which was at the junction of the B1256 on the South West corner of the junction.</p> <p>Flooding on the Smiths Green was reported however not prioritized by Highways – ref: 2649477.</p>
20/460	<p style="text-align: right;"><u>FINANCE</u></p> <p><u>CHEQUE TRANSACTIONS</u></p> <p>Councillors approved the schedule of cheque transactions as a true and accurate record.</p> <p><u>PRECEPT</u></p> <p>Councillors' acknowledged their precept request of £154,533 was sent to UDC and reflected a reduction of 0.12% from the prior year.</p> <p><u>DONATIONS</u></p> <p>The Community Tree Planting Group (requested the council to contribute towards the cost of their equipment). Lt Canfield are also being approached – resulting in a £190 split.</p>

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	<p>ties x 100 = £59.80 stakes x 50= £131.20 Tree Guards x 200 = £53.78 Spades x 4 = £41.00 Forks x 4 = £51.80 Secateurs x 2 = £27.96 (professional) Secateurs x 2 = £13.46 (bypass) TOTAL: £380</p> <p>The group will be working with UDC and ECC along with Hatfield Forest and the Woodland Trust. The matter was agreed with 7 councillors confirming by vote in a show of hands that £190 be donated towards the project.</p> <p>Takeley Parish Council then considered the written request for donation to Takeley Park ref: a charity event in aid of the local British Legion. Reference 100 residents "Party on the Park" on the 27th June 2020 (cream tea event). A sum was put forward of £250 which was unanimously agreed by all.</p> <p><u>ASSET REGISTER</u> No changes were noted to the council's asset register.</p>
20/461	<p style="text-align: center;"><u>THE OLD SCHOOL HOUSE COMMUNITY CENTRE</u></p> <p>Councillors noted the planter from the station house and Parsonage Road still needs to be collected and repositioned at the old school house. Cllr Jackie Cheetham offered to speak to Ken Wooding who has offered to move the planters. It was agreed that Cllr Hewett, Cllr J Cheetham and Cllr Sprules would liaise about the positioning of the planters in due course.</p>
20/462	<p style="text-align: center;"><u>HIGHWAYS AND TRANSPORT ISSUES</u></p> <p><u>MOLEHILL GREEN ISSUES</u> Following photo's and detail circulated to councillors prior to the meeting the parish council considered the following issues in Molehill Green.</p> <p>Pathway – (next to the Forge property) – The parish council gave consideration for this section of footway to be continued from the existing footway, opposed to the pea shingle that had been placed on the public highway which is not allowed and could be a safety issue. The council noted that this had been put there without permission and acknowledged that the Chairman of the council had already reported this to Highways already.</p> <p>The parish council also noted that the Molehill Green group had requested a footway be installed along and outside the village hall. The decision would</p>

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	<p>ultimately be a Highways funding matter. In addition the Molehill Group is hoping that Highways will be able to consider the verge way in School Lane – which they have identified as needing to be kerbed, top soiled and seeded.</p> <p><u>TREE MAINTENANCE</u></p> <p>Takeley Parish Council have identified that a lot of the trees opposite Smiths Green appear to be leaning to the right hand side. It was acknowledged that the trees at the end of Jack's Lane would fall under Euan Kennedy's responsibility.</p> <p>The trees at the recreation ground however were identified as needing to be reported to contractor Michael Coleman to review as these fell on council land.</p> <p><u>COMMUNITY SPEED WATCH</u></p> <p>It was noted that Cllr Jim Backus is still the Community Speed watch Co-ordinator, but no speed watches had been set up recently. Cllr Backus stated that he would liaise with community members, to sort out some relevant dates to carry out the work.</p> <p><u>THE FLITCH WAY</u></p> <p>It was suggested the Council write to say thank you to the Friends of the Flitch Way for their ongoing work.</p>
20/463	<p style="text-align: center;"><u>SPORTSFIELD AND RECREATION GROUND</u></p> <p>It was noted that there is ongoing work that needs to be carried out ref: viability of a shelter at the Sportsfield. It was acknowledged that further funding from Uttlesford could be investigated.</p>
20/464	<p style="text-align: center;"><u>PLANNING</u></p> <p><i>Takeley Parish Council approved and noted the recommendations/comments of the Planning Committee members held on the 2nd Weds of the month at 10:30 am in the Old School Community Centre, Brewers End, Takeley)</i></p> <p>It was noted members of the public may view applications online at Uttlesford at any time and note any responses the Parish Council have made. Hard copy of minutes can also be requested from the Clerk.</p> <p>Takeley Parish Council noted the planning paper on the various options open to the council following the unadopted local plan. It was conveyed that a separate meeting should be set up to discuss the various proposals in more detail.</p> <p>Takeley Parish Council noted that the application(s) in Parsonage Road have been approved following appeal from the applicant. It was acknowledged that how we strengthen our approach to planning be reviewed, as councillors expressed concern</p>

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	<p>that the strength of the Countryside Protection Zone had not been given enough consideration.</p> <p>It was noted that the planning meeting for this month had been moved to Friday 13th March 2020 and that UDC Planning Consultant Nigel Brown would be in attendance, as it would allow councillors to raise questions on the Countryside Protection Zone and also raise concerns about the planning applications that will be filtering through from Molehill Green. The Chairman highlighted concerns that the planning proposals were being brought forward by developers, despite the proposed properties being sited adjacent to the River Roding and that sustainable urban drainage assessments needed to be considered.</p>
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The Meeting concluded at 9:05 PM

The next meeting of Takeley Parish Council was due to be held on
Wednesday 1st April 2020 at 7.30pm at The Old School Community Centre

**However due to Covid-19 no parish council meetings will now take place until further notice.
This includes Full Council, Planning, Finance and Wednesday morning meetings**

Clerk to Takeley Parish Council

Julia Peachey

Date:

Chairman: