

TAKELEY PARISH COUNCIL

MINUTES

Ordinary Meeting of Takeley Parish Council

Held on Wednesday, 6th September 2017, at 7.30pm at Takeley Station House.

Present: Cllr Geoff Bagnall Cllr Dom Roque
Cllr Linda Steer Cllr Pat Burnett
Cllr John Green Cllr Richard Cheetham
Cllr Jim Backus Cllr Jackie Cheetham
Cllr Tricia Barber Clerk Julia Peachey
Cllr Trevor Allen Asst Clerk Jane Bridgeman

Apologies: Cllr Carol Pratt, Cllr Sue Sprules, Cllr Tina Domigan

Visitors: Martin Peachey

17/165	Welcome and Apologies Vice Chairman Cllr Geoff Bagnall opened the meeting, welcomed members, and visitors and received apologies as above. Members were asked to direct any comments through the Chair. All parties present were reminded that proceedings may be filmed, recorded or photographed or otherwise reported about a person attending the meeting.	All note
17/166	Declarations of Interest 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. Cllr Pat Burnett & Cllr Jackie Cheetham declared a non-pecuniary interest to item 8 a request for a donation from Rev, Rob Burles in respect to the November firework display. Cllr Jim Backus declared a non-pecuniary interest to item 11 Priors Green Community Hall.	All note
17/167	Minutes <i>(previously circulated)</i> The minutes of the Council meeting dated 2 nd August 2017, which had been circulated previously, were approved as a true record and signed by the Vice Chairman, Cllr Geoff Bagnall.	All note
17/168	Matters Arising from the Minutes It is noted that no new decisions may be made under matters arising and that the item was put on for clarification of issues from the former minutes. It was noted that the council are not legally permitted to report on matters that have not been notified in advance. The EALC have recommended the removal of matters arising from agendas. This will take effect from next month.	All note
17/169	Open Forum Martin Peachey reported on the air quality in Takeley. Since 2014 UDC have been monitoring both the NO ₂ (Nitrogen Dioxide) and PM ₁₀ (Particulate Matter) levels in the village at the Four Ashes Junction and outside the Green Man PH, Takeley Street. In 2016 there was an upwards spike in NO ₂ concentrations monitored across the district. Levels from the Four Ashes site were raised from 26.08 up to 35.15. This is believed to be caused by static traffic at the traffic lights and the increase in lorry movements from the various quarries.	All note

	<p>If levels exceed 40 UDC will classify it as an Air Quality Management Area and will prepare an Air Quality Action Plan. Levels for 2017 will be reported in July 2018. Martin Peachey's updated report has been received by the council</p>	
<p>17/170</p>	<p style="text-align: center;"><u>Clerks Report</u></p> <p>To hear any updates that may be relevant at the time of the meeting.</p> <ol style="list-style-type: none"> 1. Planning Clerk has collated planning committee comments to Dunmow Council following request for joint letter – however we have since heard back that they wish to send the letter off with just our agreement which has been done. A further update from Dunmow after the consultation date ended, showed planning committee comments had been incorporated elsewhere in documentation, they had sent out later. <p>Takeley Parish council will have lodged two responses in respect of the Local Draft Plan Regulation 18. A traffic survey and amendment to development map which was sent out earlier in the month. Plus a more detailed eight page response to be approved under agenda heading planning will also be sent. Dispensation has been confirmed by the Clerk from the planning department, to allow the response to be sent after the full council meeting.</p> 2. Highways -Request put in to Bus Passenger Transport for re-routing the buses from Honey Road to Burgattes Road. The request was put in following a suggestion from Ed. Howley, resident of Takeley. <p>The Clerk had made enquiries and found out that the buses are run by First Essex Buses and are the 42A and 42B Services. First Essex Buses who are a commercial service relayed that Honey Road is a public highway and that the service is a registered bus route and claim it is a lengthy diversion and the cost of operating the service would increase with extra mileage and additional time needed in the timetable to run along Burgattes way without any increase in revenue. It was noted that whilst this was not the view of the parish council there is no more we can do, as it is outside the Council's powers – however clerk has listed https://www.firstgroup.com/essex/about-us/help/customer-care for public reference. Members of the public may wish to lodge their views via this link.</p> 3. Donation leaflet for Old School House: Jane Bridgeman was responsible for putting together the impressive donation leaflet. The council agreed the colour leaflet will be used. Support & donate will be included in the text. The clerk thanked Jane for her creativity and hard work. 4. Priors Green Community Hall: Nockolds confirmed that Takeley Parish Council would be able to take back the management of the hall if the current committee disbanded. Takeley Parish Council will check the PGCH constitution and the lease to clarify this. The committee will also be asked for a yearly report. 5. Homeless male: Homeless male living on Fritch has been reported to UDC via telephone call to Home Options (Justin Richards at UDC). It was acknowledged that the individual may be choosing to live that way and that his wishes may need to be respected. 6. Highways – Road traffic accident outside High House Nursery occurred earlier in the month. Statement was issued in respect of the numerous enquiries that followed, copy of which was included in the councillor packs. Requests included a Pelican Crossing and other road safety enhancements. Essex County Council have been made aware of the incident and it would be for them to decide what should be progressed going forward. The Clerk has copied Sue Barker and Howard Ryles in addition 	<p>All note</p>

	<p>7. Correspondence was noted. EALC newsletter, NALC Briefings on Data Protection NALC Briefings on Unfair Contracts. CVSU booking form for grant funding MP Surgery Dates Letter from Rev Burles as noted above. L'Etape London Cycling Event on 24th September 2017</p>	
17/171	<p style="text-align: center;"><u>Financial Report</u></p> <ul style="list-style-type: none"> • Rev Rob Burles has written on behalf of PCC asking for a financial contribution to the firework display which will take place on 3rd November. Cllr Trevor Allen proposed £500 which will pay for sundries, insurance, registration and publicity, this was seconded by Cllr Jim Backus. A second proposal was made by Cllr Dom Roque for £300, seconded by Cllr Linda Steer. It was noted there were 5-4 votes in favour of the donation of £500. It was resolved a donation of £500 would be made for the Firework Display. • The request to erect a banner at the Four Ashes cross roads advertising the Firework Display was also approved. • Cllr Linda Steer asked for details on previous donations given by Takeley Parish Council be included on any future requests from clubs & groups. <p>Takeley Parish Council resolved to make the following payments:</p> <ul style="list-style-type: none"> • Garden maintenance for Morrells Green approved for £795 • XLN quote for a new router for the Station House WIFI £40. Three donate routers from Councillors will be tried first. • Data Protection Act training course £45 <p>It was noted that the approved cheque transactions for the month of September had been circulated.</p> <p>A bank reconciliation for the first quarters figures has been completed.</p>	All note/ Clerk
17/172	<p style="text-align: center;"><u>TLC De-Fib Group</u></p> <p>Takeley Parish Council resolved to take over the responsibility & maintenance for the De-fibs that are situated at Priors Green Community Hall and The Silver Jubilee Hall.</p> <p>The Clerk could convey that the Council's current policy provides automatic loss or damage cover for up to £5,000 worth of defibrillators and cabinets. Therefore, unless the total amount of cover required exceeds this amount, the defibrillators will be covered for no additional premium. Councillors agreed that this should provide sufficient cover.</p> <p>A copy of the Defibs breakdown of funds previously circulated to all councillors was reviewed. Cllr Pat Burnett to attend the last meeting for the volunteer group and discuss future plans for raising awareness now that both machines are installed.</p>	All note
17/173	<p style="text-align: center;"><u>Old School House, Brewers End</u></p> <ul style="list-style-type: none"> • The School House Working party will meet on Weds 13th September at 10am. 	All note

	<ul style="list-style-type: none"> • District Cllr Susan Barker will attend the October council meeting to talk about the consultation for static libraries which will start on 18th September. Takeley Parish Council to consider responding to the consultation and incorporating a library in with the plans at the Old School House. • Cllr Jackie Cheetham highlighted that she would like to look into the Aviva grant funding as she would be able to obtain £200 just for entering towards the Old School House build. 	
17/174	<p style="text-align: center;"><u>Priors Green Community Hall</u></p> <p>Nockolds have reported, that the PGHC clients are not willing to accept responsibility for inherent structural defects or any existing environmental contamination and they also will not accept responsibility for the costs of re-instatement in the event of damage or destruction by an uninsured risk.</p> <p>The council agreed with solicitor advice that if this was going to remain an issue then the Council would be forced to charge commercial rent. It was noted that the S106 monies also could be used for repairs etc. Clerk will notify Nockolds of the councils views.</p>	All note
17/175	<p style="text-align: center;"><u>Highways & Transport Issues</u></p> <ul style="list-style-type: none"> • Takeley Parish Council agreed the request to erect a banner for the upcoming craft fair. • Highways requests to be submitted by the end of October to make the panel deadline in January 2018. Takeley Parish Council to discuss at further meeting. 	All note/ Clerk
17/176	<p style="text-align: center;"><u>Sports & Recreation Ground</u></p> <p>Takeley Parish Council noted a report from Cllr John Green for repairs and maintenance. Including</p> <ul style="list-style-type: none"> • Caps & gates. • Surface decay. • Goal posts. • Litter bins • Graffiti <p>It was noted that Rospa had a scale range of items that were considered high, medium or low priority and that the reports had been reviewed by John Green.</p> <p>The Council to note that the chairman had bought wood bark for safety purposes in respect of the broken tile and had filled in the area concerned.</p> <p>The Clerk has heard back from Sue Hayden about who could help with playground repairs and has a new contact Paul Tucker from Broadmead Leisure who is apparently happy to carry out small specified tasks.</p> <p>Takeley Parish Council to discuss erecting a sign at the Silver Jubilee Hall entrance to the Recreation Ground to raise awareness for public use and to prevent vehicles blocking the entrance. This will be added to the October agenda.</p>	All note

The council approved the minutes as well as the decisions made not to progress with a Neighbourhood Plan at the extra-ordinary meeting held on the 27th July 2017.

Takeley Parish Council agreed the response for the Local Plan.

The content of the Planning minutes for 9th & 30th August.2017 have been replicated below.

PLANNING COMMITTEE MEETING

Wednesday, 9th August 2017, at 10.00am in Takeley Station House

**UTT/17/1900/FUL – Parkers Farm, Warish Hall Road, Takeley, CM22 6NY
(This was listed online as Smiths Green Farm)**

**Alterations and extensions to existing farmhouse in order to divide into
2 properties.**

Councillors reviewed the plans. No objections were made.

UTT/17/1850/FUL – 2 Garden Drive Little Canfield, CM6 1HA

**Single Storey rear extension and loft conversion including the installation of a
front & rear dormer.**

This was noted as being in Little Canfield. No comment or objections made.

*It was noted that the following two planning applications whilst listed on the
UDC site had not been received at the time of the meeting.*

**UTT/17/2187/PDE – 6 School Villas Molehill Green, Takeley, Bishops Stortford,
Herts. CM22 6PH** - Proposed single storey rear extension extending 6m from rear
wall. Maximum height 3.1m and height to eaves 3.1m

UTT/16/1881/FUL – Bullocks Farm, Bullocks Lane, Takeley, CM22 6TA –
To allow parking provisions to be constructed “locally” to each phase/building
construction group.

Local Development Plan

The Uttlesford consultation is running until 4th Sept 2017. Individual public and
council responses may be received by Uttlesford.

It was agreed that Councillors would put together more detail and would collate
their views ready for the Clerk on the 23/08/2017.

PLANNING COMMITTEE MEETING

Wednesday, 30th August 2017, at 10.00am in Takeley Station House

UTT/17/2264/HHF 2 East View, South Road Takeley Bishop Stortford

Brief Description: First floor side extension.

Recommendation: **Objection**

TPC have no objection to the proposed building works, however they would like to ensure
this does not overlook neighbouring properties and that there is adequate parking.

Deadline 5/9/2017

	<p>UTT/17/2243/FUL Land Adj Oak Lodge, Jacks Lane Takeley Bishop Stortford Brief Description: 1 No. Detached dwelling & double garage. Recommendation: Objection</p> <ol style="list-style-type: none"> 1. The site map showing the boundaries is incorrect and includes part of the restricted Byway 25. 2. Re-classified from Byway to Restricted Byway. Motor vehicle rights extinguished by The Extinguishment of Vehicle Rights Order (East) (No.20) Order 2015 (TCPA90 s.249) made 21/5/15 3. Lord of the Manor Mr Euan Kennedy does not support this application and will not grant permission to gain access across his land. 4. Under the Countryside Protection Act 2000 a restricted byway allows a right of way on foot, on horseback, or leading a horse, cycling or other non-motorized vehicle. It is an offence for motor vehicles to drive on a Restricted Byway. Parking permission cannot be granted in the application and there is no permission or agreement from the joint owners to later provide access. The restricted byway in principle prohibits access. 5. Jacks Lane was considered an area of conservation in the last 2005 local development plan and it has been requested that this will not be amended in the Regulation 19 local plan. 6. The site would be seen as over development, if permitted this will overlook other properties & take away amenities to the existing properties on the site. <p style="text-align: right;"><i>Deadline 13/9/2017</i></p> <p>UTT/17/1913/FUL Remarc, Dunmow Road Takeley Bishop Stortford Brief Description: Demolition of existing garage/shed, raised roof to create 1st floor, including the addition of dormer windows and roof light. Side and rear extensions to existing Recommendation: Objection TPC has concerns regarding the over development of this site. Currently a 4-bedroom dwelling going in to a 12 bedroom. We would like to ensure that sufficient parking is provided and airport parking will not be permitted.</p> <p style="text-align: right;"><i>22/9/2017</i></p> <p>UTT/17/2470/HHF 4 Station Road, Takeley Bishop Stortford Brief Description: Demolition of side extension. Erection of single storey front, two storey side and single storey rear extension. Recommendation: No objection.</p> <p style="text-align: right;"><i>22/9/2017</i></p> <p>UTT/UTT/17/2187/PDE 6 Schools Villas, Molehill Green Takeley Bishop Stortford Brief Description: Proposed single storey rear extension, extending 6m from rear wall, maximum height 3.1m and height to eaves 3.1m. Recommendation: Awaiting plans from UDC planning.</p> <p>UTT/16/3149/FUL Unit A, The Centre Dunmow Road, Takeley Bishop Stortford Brief Description: Retention of 5 no. metal storage containers. Recommendation: Awaiting plans from UDC planning.</p> <p style="text-align: center;"><u>Local Development Plan</u> Further comments are being put together for approval at full council meeting.</p>	
17/178	<p style="text-align: center;"><u>Other Reports</u></p> <ul style="list-style-type: none"> • Robin Wallbank from Essex Highways confirmed that gates were not included when repair & resurfacing work was carried out on Jacks Lane/Byway 25. Cllr Geoff Bagnall to contact Highways to discuss. • Friends of the Flitch to be contacted to ask for their help in cutting back the vegetation. • 2 dead trees in the Recreation ground will be removed this winter. • Surgery dates for the MP Kemi Badenoch to be advertised on noticeboard. Website to be updated in light of Sir Alan Haslehurst resigning. 	All note

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| | <ul style="list-style-type: none">• Takeley Residents Associations put in a request ref: Planting of Pyrocantha in the Playing Field along the perimeter of the playing field that abuts their park. (several areas were destroyed by travellers who occupied part of the field earlier this year). The council decided that they would see if Michael Coleman could inspect and report back on some of the disturbed areas. | |
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The meeting finished at 9.39 pm

The next monthly meeting of Takeley Parish Council will be held on
Wednesday 4th October at 7:30pm in the Station house.