

Little Easton Parish Council

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Minutes of the meeting of the **Little Easton Parish Council** held in the **Memorial Hall** commencing 7:30pm on Wednesday **24th JANUARY 2018**

Present: Cllr Jones Cllr Wyatt Cllr Hindley Cllr Fowell
 Members of the public

17/129	APOLOGIES FOR ABSENCE Cllr Dodsley and Cllr Jones
17/130	DECLARATION OF INTEREST FOR THIS MEETING None
17/131	MINUTES OF THE MEETING HELD ON 29 NOVEMBER 2017 TO BE SIGNED BY THE CHAIRMAN Proposed Cllr Rush, Seconded Cllr Hindley
	PUBLIC PARTICIPATION SESSION
	<p>This provides an opportunity for members of the public to raise questions about and comment on items on the Agenda OR of import. Time for this session is limited to 15 minutes (3 minutes per person with no repetition of a previous question)</p> <p>None</p> <p>Great Dunmow Deputy Clerk presented an update from the Dunmow Working Group, see APPENDIX A</p> <p>LEPC may be asked to approach certain properties on Easton Lodge Estate.</p> <p>LEPC were invited to consider supporting GDTC suggestion to Fast Track the approved protected designation of identified sites prior to the Regulation 19 consultation which process may cost up to £6,000.</p> <p>EASTON PARK Developer's representative has planned a public presentation to be held between 2pm and 8pm at Foakes Hall on 02 February.</p>
17/132	RECEIVE THE DISTRICT COUNCILLORS REPORT None
17/133	CLERKS REPORT AND CORRESPONDENCE GRASS CUTTING – Request from a resident to maintain an area of grass currently maintained by Agency staff – CLERK to seek advice. Other matters to be covered under agenda items.
17/134	RECEIVE UPDATE ON EASTON PARK

	<p>Cllr Wyatt confirmed the council's commitment to support and join forces with Great Dunmow Town Council (GDTC) in common with neighbouring parishes to combat the Easton Park development proposals. To match that commitment by attending relevant meetings along with practical support in the form of financial contributions where parish finances allow.</p> <p>The next meeting with UDC and the developers/agents is scheduled for Monday 29 January.</p>
17/135	<p>UPDATE ON APPOINTMENT OF TREE WARDEN Local contractor appointed, comprehensive Tree Survey completed along with proposed three year plan - to be circulated to members</p>
17/136	<p>REVIEW 2017 CHRISTMAS PARTY TO AGREE ACTIONS FOR CELEBRATION 2018 Some complaints and observations to be taken into consideration when planning the event for this December</p>
17/137	<p>REVIEW PLANNING FOR 2018 SOCIAL/FUND RAISING EVENTS Outline format agreed – Summer Sports Day, Autumn Quiz Night, Winter Xmas Party – item to remain on Agenda</p>
17/138	<p>REVIEW AND AGREE VILLAGE CHRISTMAS TREE INSTALLATION 2018 Grass triangle adjacent to St Marys, Park Road considered suitable location for the tree - Cllr Hindley to research cost of Tree</p>
17/139	<p>DISCUSS AND AGREE WHETHER OR NOT TO HOLD JOINT APA/APM IN MAY Consensus of opinion to NOT hold these meetings on the same night</p>
17/140	<p>CONFIRM AGREEMENT TO ALLOW GEOCACHE MARKERS TO BE HIDDEN ALONG PROPOSED ROUTE WHERE IT CROSSES PARISH LAND, (MAP CIRCULATED via email) RESOLUTION – Agreed, Proposed Cllr Hindley, Seconded Cllr Fowell</p>
17/141	<p>PLANNING – REVIEW AND COMMENT ON CURRENT PLANNING APPLICATIONS UTT/18/0118/HHF – Spade Cottage, Relocate and replace external oil storage tank – NO OBJECTION</p>
17/142	<p>FINANCE – RECEIVE LATEST FINANCIAL STATEMENT & AGREE PAYMENTS – APPOINT AUTHORISER Proposed Cllr Wyatt, Seconded Cllr Hindley – Authoriser Cllr Wyatt APPENDIX B</p>
17/143	<p>SIGN PRECEPT REQUEST FORM Digital signatures accepted</p>
17/144	<p>REVIEW PRECEPT REQUEST FOR PREVIOUS THREE YEARS Supported indication that future Budget/Precept setting needed to remain abreast of the parish needs.</p>
17/145	<p>AGREE RESERVE TYPES AND FUTURE POLICY Minimum requirement to maintain six months operating costs in reserve – CLERK to circulate suggested “reserves” type to members for agreement at next meeting</p>

17/146	RECEIVE REPRESENTATIVES REPORTS: WAR MEMORIAL - None MEMORIAL HALL – Propose to add “No Overnight Parking” to existing car park sign FOOTPATHS - None HIGHWOODS QUARRY - None PLAY AREA – New equipment proving successful, some existing equipment in need of paint/maintenance – CLERK to approach RoSPA Play Safety to complete survey during 2018
17/147	RECEIVE UPDATE ON FILLING OF TREE STUMP HOLE ALONG MANOR ROAD To be completed by mid February, weather permitting
17/148	CONSIDER ADOPTION OF UPDATED COUNCILLORS CODE OF CONDUCT RESOLUTION – Adopted, Proposed Cllr Hindley, Seconded Cllr Rush
17/149	ITEMS OF NOTE FOR NEXT MEETING & 5 PARISHES MAGAZINE GDTC request to consider moving parish boundary GDPR May 2018 requirement to appoint DPO, NOT the Clerk Revised Audit requirements as of April 2018
17/150	DATE OF NEXT MEETING – 28 FEBRUARY – CLOSE – 8:50pm

APPENDIX A

MEETING	PLANNING COMMITTEE MEETING	AGENDA ITEM
DATE	25 TH JANUARY 2018	10
SUBJECT	LOCAL PLAN UPDATE	APPENDIX
AUTHOR	DEPUTY TOWN CLERK	4

HERITAGE

As part of our objection submission to Regulation 18 consultation, Town Council commissioned a heritage report to show the impact on historic buildings and the historic landscape from building a new town on the site.

The Council approved a fee quotation for additional works for submission to Regulation 19 consultation on the Stone Hall gardens and the Easton Lodge former deer park.

Work has been done on a separate initiative, to provide UDC with details of properties in the wider locality which were once part of the Easton Lodge Estate. This is known as a Local Listing and was a recommendation to UDC by Historic England.

The agreed fee quotation is to prepare and submit a request to Historic England for Historic Gardens Listing. There is an opportunity to fast-track the applications, for a decision within approximately 3 months, which would cost an additional £4-6,000.

If the application is approved within 3 months, this can be included in our evidence for Reg 19 and mitigation can be agreed accordingly. Once we have a feedback from Historic England on their fee, we will ask members to consider the additional fee at Full Council meeting.

TRANSPORT

A letter was sent to UDC with our initial concerns which we would like them to address and give us feedback, rather than waiting until the Reg 19 consultation. Our letter was passed to their transport consultants and we were encouraged by UDC to send in a submission for Reg 19.

A full consultant report will be circulated to members for their information, covering six points where we feel the Easton Park allocation is unsound on transport grounds.

STANSTED AIRPORT

Noise monitoring took place last year and a report on the potential impact was submitted for Regulation 18. Additional data and possible further monitoring will be worked up for the Regulation 19 consultation. Manchester Airports Group submitted comment regarding the potential conflict between airport expansion plans and UDC's Local Plan allocation, therefore work will be done to consider this aspect on behalf of the Town Council, for submission to be sent to UDC for Regulation 19.

WEST OF BRAINTREE NEW SETTLEMENT

In an Issues and Options Consultation, Braintree District Council has detailed various aspirations for sustainable public transport links to which Bishops Stortford and Great Dunmow will be submitting comments on how our towns can benefit or might be impacted on by whatever new initiatives are pursued by Braintree District Council.

APPENDIX B

Payment List JANUARY 2018											
Date	Payee	Description	Invoice No	BACS	Account	Amount	Net	VAT	Centre	Ccode	Audit Box
24/01/18	E.on	Street Lighting Electricity	H154A49969		19834368	£38.61	£36.77	£1.84	Parish	Street Lighting	6
24/01/18	A&J Lighting Solutions	Annualised maintenance	31257		19834368	£23.10	£19.25	£3.85	Parish	Lighting	6
24/01/18	Wicksteed Leisure Ltd	Play Equipment	737457		19834368	£11,254.13	£9,378.44	£1,875.69	Parish	Open Spaces	6
18/01/18	HMRC	PAYE	N/A		19834368	£31.77	£31.77	£0.00	Parish	Admin	4
24/01/18	Employee	Salary	PAYE		19834368	£331.00	£331.00	£0.00	Parish	Admin	4
24/01/18	Employee	Expenses	Mileage		19834368	£4.50	£4.50	£0.00	Parish	Admin	4
24/01/18	A Dodsley	Printing	N/A		19834368	£15.03	£15.03	£0.00	Parish	Admin	6
TOTAL						£11,698.14	£9,816.76	£1,881.38			
Account		Balance									
TSB 19834368		£23,767.60		Signed _____				Date _____			
Income				Minute Ref _____							
PARISH – 19834368											
PAYER	DESCRIPTION	METHOD	AMOUNT								
TOTAL			£0.00								