

COVID-19 PUBLIC HEALTH EMERGENCY – VIDEO CONFERENCING MINUTES

Little Easton Parish Council



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Minutes of the **Little Easton Parish Council** General meeting held via Video-Conferencing Call on Wednesday
27 JANUARY 2021 AT 7PM

Present: Cllr Dodsley Cllr Fowell Cllr Hindley Cllr Keefe Cllr Rodway
Dist Cllr Tayler Dist Cllr Foley

10 members of the public

20/126 NOTE AND APPROVE APOLOGIES FOR ABSENCE
None received

20/127 DECLARATION OF INTEREST FOR THIS MEETING
Cllr Hindley declared an interest in Item **20/138** due to his position as president of the LE Cricket Club

20/128 APPROVE THE MINUTES OF THE MEETING HELD ON 25 NOVEMBER 2020
RESOLUTION – Approve the minutes as an accurate record - Proposed Cllr Fowell, Seconded Cllr Hindley
– Unanimous agreement

20/129 RECEIVE PRESENTATION FROM BARTON WILLMORE ON BEHALF OF LAND SECURITIES REF. 1200 HOMES LAND EAST OF HIGHWOOD QUARRY

Offer of thanks for the opportunity to present from Jon Levy of Land Securities followed by an overview of the reasoning behind the proposals and an introduction to the development plans. The presentation slides are available from the Clerk.

Q. – Dist Cllr Tayler – Building Communities, how does the development fit into that ethos; is it expected to be a stand alone development or an integral part of neighbouring communities?

A. – Jon Levy, LandSec Designed to be a stand alone development able to support itself, not foreseen as becoming integrated with Little Easton, possibly may have some affinity with Great Dunmow and become a potential benefit to traders in Dunmow?

John Meakin – Housing growth requirements will produce applications whether this one or another, hopefully this scheme will be preferred and adopted.

Q. - Sustainability – no mention of Photovoltaic (PV) energy, would it be considered?

A. – Lewis Knight, the bid to be carbon neutral may see PV on site but efficiency demands better build quality and low carbon energy sources such as Air Source Heat Pumps; gas boilers are to be phased out so the scheme is not looking at providing that energy source but ensuring build design and fabrics ensure low energy input requirements.

Q. – Cllr Rodwell – Airport not really a large employer of local people mainly due to the relatively low levels of pay and overall cost of living in the area?

A. – Robin Meakins - Scheme is viewed as sustainable due in part to its proximity to Great Dunmow and the Airport plus proposals for commercial development north of the airport. Identified staff do

	<p>travel into the area for employment due in part to a lack of affordable housing in the area. This scheme intends to address some of that housing challenge.</p> <p>Q – Cllr Rodwell - Flooding is an issue, where is water run-off planned to go?</p> <p>A. – Joanna Bagley – installing linked attenuation basins to manage flow from the development.</p> <p>Q. – Cllr Rodwell - Are LandSec building the properties or putting out to third party tender?</p> <p>A. – Jon Levy – LandSec intend to be the Master contractor and sell “parcels” onto developers as sub contractors</p> <p>All accept Georgina - the Barton Willmore team left the meeting?</p>
<p>20/130</p>	<p style="text-align: center;">PUBLIC PARTICIPATION SESSION</p> <p>Members of the public may raise questions about and comment on items on the Agenda OR of import. Session is limited to 15 minutes (3 minutes per person with no repetition of a previous question)</p> <p>Gate at Memorial Hall – Hours of operation outlined, query why no longer operating within the agreed operating policy? Gate allowed on the agreement it would operate to those times. Why is the gate locked? No appetite in the community for the gate to be locked. Large vehicles are forced to reverse down Manor Road as a result of the car park being locked to their access. Gate closing time should be 10pm. PC as landlord has rights in the matter but do not exercise them. Magazine article on the matter from the MHMC was unwarranted. Why does the PC not hold to account the MHMC? Resident unlocks the gate in the morning to avoid unnecessary contact with the gate and lock by others during these Covid-19 times.</p> <p>Item on the agenda to discuss speed-humps</p> <p>Cllr Dodsley advised the MHMC have the freedom to manage the opening/closing times of the gate and to publish those times.</p> <p>Request for the PC to look at the hours and the question of safety due to the operation hours of the gate. Suggests there is a real risk of a vehicle related accident from current gate operation/closure timings.</p>
<p>20/131</p>	<p>RECEIVE THE DISTRICT & COUNTY COUNCILLORS REPORTS</p> <p>Dist Cllr Tayler – The Local Plan wider engagement is somewhat patchy, first five themes now discussed; Uttlesford legal lead reminded that in the call for sites the need for amenity green space and protection of heritage assets must be considered as part of the Local Plan.</p> <p>Building Communities – diverse opinion as to whether Local Plan should build on existing communities or be stand alone, the debate is on-going.</p> <p>Covid related financial help available from the District Council.</p> <p>Dist Cllr Foley – Airport, SSE and UDC have differing approaches to the enquiry, UDC may be concerned with costs, there has been some concern with the councils strength of approach, further afield the surrounding councils such as Cambridge or Chelmsford not showing concern over the potential growth of the airport. 24/48 hours after the enquiry meetings a recording is available. Airport management has suggested they may be seeking to reclaim unnecessary costs incurred as a result of the UDC position but not taken as a serious suggestion; Enquiry ending April 2021.</p>
<p>20/132</p>	<p>RECEIVE CLERKS REPORT AND CORRESPONDENCE</p> <p>Cllr Fowell has advised a lamp not working and a broken / missing lamp cover, it is confirmed as being a PC owned lamp and believed to be the lamp listed as opposite The Perch No 9002, The lamp will be reported to the contractor to attend. -CLERK to ACTION</p>

Dist Cllr Pepper has requested council help raising climate and biodiversity awareness within our local community, including across social media (especially the younger generation – the future caretakers of this planet). And could council please also highlight on our website, any environmental awareness day/week of interest (**RSPB Big Garden birdwatch – 29th – 31st January 2021**) <https://www.rspb.org.uk/get-involved/activities/birdwatch/> , from the document she has provided.

An updated version of the Local Heritage List was published on 04 January. *The Local Heritage List is a list of structures which are considered to be locally significant, and contribute to the unique character and distinctiveness of the area. They are different from those identified by Historic England and included on the National Heritage List, which are considered to be of national importance.*

The list includes a wide variety of structures, from houses, school buildings and chapels to war memorials, telephone boxes and cast-iron finger posts.

You can also find information regarding the Local Heritage List and the new document on the council's website at www.uttlesford.gov.uk/heritagelist You have until 15 February to comment on the consultation.

UDC 5 Year Housing Land Supply review – indicates the district has 3.11 years of housing supply for 2020-2025 5 year supply, more information can be found via this link <https://www.uttlesford.gov.uk/article/7051/Housing-Trajectory-and-Five-Year-Land-Supply>

Members have received communications from the District and County Council plus other bodies who support this sector, the remainder of the items are covered by this Agenda.

20/133	<p>FINANCE – RECEIVE STATEMENT & AGREE PAYMENTS – APPOINT AUTHORISER</p> <p>RESOLUTION – Approve the Finance statement: - Proposed Cllr Hindley, Seconded Cllr Keefe – Unanimous agreement Cllr Dodsley to Authorise.</p>
20/134	<p>CONSIDER GRANT REQUEST FROM GARDENS OF EASTON LODGE - £250 BALUSTER RENEWAL FUND</p> <p>RESOLUTION – Approve grant request and sponsor one Baluster at £250 - Proposed Cllr Fowell, Seconded Cllr Hindley – Unanimous agreement</p> <p>CLERK to ACTION</p>
20/135	<p>REVIEW AND CONSIDER ADOPTION OF TRAINING POLICY CIRCULATED TO MEMBERS</p> <p>Defer to next Agenda, Cllr Keefe to circulate draft policy</p>
20/136	<p>PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS</p> <p>PROPOSAL: Section 73A Retrospective application for change of use of outbuilding to separate dwelling used for short term letting LOCATION: Mawbyns Mill End NO OBJECTION</p>
20/137	<p>UPDATE ON INVITATION TO COMMENT LETTER REF. SPEEDHUMPS – MANOR ROAD</p> <p>PC circulated letter to Manor Road residents, four responses, one was supportive, one objected, two</p>

	<p>had no real view but did think implementation was unnecessary.</p> <p>Cllr Keefe suggested we advise resident who raised question as to what action PC took to canvas residents of Manor Road and the outcome.</p> <p>RESOLUTION – Approve Parish Council to take no further action at this time - Proposed Cllr Dodsley, Seconded Cllr Keefe – Unanimous agreement</p>
20/138	<p>CONSIDER REQUEST FROM LAUNDRY LANE JUNIOR TEAM TO USE MANOR ROAD PLAYING-FIELD FOR ONE HOUR SATURDAY TRAINING – N.B. HMG C-19 REGULATIONS WILL DICTATE ANY USE</p> <p>Current Covid regulations may restrict such use plus there would be no toilet facilities available.</p> <p>Suggested Parish Council contact the Cricket Club for their view on the request.</p>
20/139	<p>PROVIDE INITIAL COMMENTS – 1200 HOMES LAND EAST OF HIGHWOOD QUARRY</p> <p>Cllr Hindley – Response from LandSec seemed somewhat dismissive as suggested the scheme is going ahead anyway.....answers not really covering the question adequately, such as employment, 3,000 homes with approval but yet to be built suggesting up to 12,000 new people many of whom will require employment but from where? The airport is not generally high paid work and woefully under performing at present.</p> <p>Cllr Rodwell – Agrees with Cllr Hindley, but yet to build approved is nearer just under 5,000, in danger of becoming one large urban sprawl with no real green space between Easton and Dunmow. Car parking in Dunmow and Tesco already at capacity. Lack of vision of the need for the 1200 homes, where are the schools, jobs, lack of sewerage capacity, inadequate water supply, the scheme’s proposed bus route is in fact about to be scrapped by Essex! Thaxted also lacks amenities to support this huge community. Potential for another Fritch Green disaster.</p> <p>Cllr Keefe – No thought as to how the Little Easton community will fit in to this scheme.</p> <p>Cllr Fowell – Presentation conspicuously altered from previous versions, existing services are strained with no spare capacity, woodlands block not seemingly adequate. Light pollution does not seem to be considered.</p> <p><i>Georgina of BW left the meeting – 9pm</i></p>
20/140	<p>DISCUSS MEMORIAL HALL CAR PARK GATE OPERATION</p> <p>Cllr Dodsley - Advised that the PC were unaware of the article published in the 5P magazine until it was too late to prevent publication. The PC representative on the Memorial Hall Management Committee (MHMC) was not consulted on the article. Recommended MHMC need to be reminded of their responsibilities in respect of decision making.</p> <p>Cllr Keefe - Questions whether Parish Council (PC) has the authority to question the MHMC actions?</p> <p>Cllr Hindley – PC do not have the right to manage the hall committee but do have two representatives on the committee who must be consulted and the PC party to those decisions. Cllr Hindley Joined as PC representative on the MHMC at the end of June, since when there has only been one meeting in September. Concern over decisions made without involving the PC representative, such as opening and closing times and the article in 5P magazine. Cllr Hindley enquired of MHMC Chair as to why he had not been informed, the chair apologised for not consulting him. Councillor Hindley expressed his lack of support for the article and requested it be removed but was advised that it was too late.</p> <p>The council agreed that there is an urgent need for the PC to hold a review meeting with the MHMC to discuss these matters, how decisions are made by the committee and to review the gate operations since it’s erection in 2019. A review meeting was due to be held six months after the installation of the gate but has been delayed due to the Covid pandemic as the MHMC feel their members do not engage with online video conferencing.</p> <p>The council will contact the MHMC to arrange a review meeting. If the video technology is a barrier to</p>

holding an on-line meeting, the council will try and explore alternative options such as providing the facility for MHMC members to dial into the meeting by telephone as Covid restrictions are likely to restrict face to face meetings for some time to come.

Cllr Keefe suggested the MHMC need to risk assess their actions around the gate operating timing/policy due to safety issues? Maybe they need guidance on such matters from the PC?

Resident suggested the gate opening times should be extended to facilitate larger vehicles not having to reverse down Manor Road and not be closed before 9pm in the winter.

The MHMC have been advised that Councillor Dodsley will be the 2nd representative on the committee until a new parish councillor is recruited.

Resident suggested the gate opening times should be extended to facilitate larger vehicles not having to reverse down Manor Road and not be closed before 9pm in the winter.

Cllr Foley joined the meeting – 9:15pm

20/141

REPRESENTATIVES REPORTS

WAR MEMORIAL – Cllr Keefe

No report

MEMORIAL HALL – Cllr Hindley

Covered in previous item 20/140

PLAY AREA – Cllr Fowell & Cllr Keefe including update on equipment repairs

Action list circulated, Aerial runway and swings reinstated for use, 4saw seesaw allegedly arriving Friday; generous grants from Dist Cllrs Michael Tayler and Martin Foley helped defray the play area costs, goalmouth refurbishment to be included in a future project. Awaiting updates from HMG on Covid related use of play area which is currently open. Parish maintenance contractor not yet approached for play area pending works (painting). CLERK to enquire of contactor during February when planning to commence.

PARISH MAINTENANCE – Cllr Hindley

No report,

20/141(i) – Update on the repair needs to village sign – Cllr Hindley

Defer to next meeting

PLANNING LOCAL AND NP – Cllr Dodsley

Urged to engage with stakeholder forums and comment where possible; call for sites issued by UDC, Cllrs and residents asked to be ready to respond when Easton Park is included in that call.

Neighbourhood Plan (NP) – eight volunteers on steering group, sadly 1200 homes scheme has become a reality, NP will take a couple of years to produce consuming hundreds of hours and months of work, thus a need to consider how to cope with the enormous task of producing a NP work when confronting a scheme to build 1200 homes whilst simultaneously engaging with the Local Plan.

GARDENS OF EASTON LODGE – Cllr Fowell

Closed during February, annual snowdrop event not happening this year, open once per month for the foreseeable future plus the Thursday walking groups.

COMMUNITY ACTIVITIES – Cllr Keefe

Round Table Santa visit was a great success, loved by the children, all received a present. Suggestion for future event plans be actively considered.

STANSTED AIRPORT – Cllr Rodwell

No report

HIGHWOODS QUARRY – Cllr Hindley

No report, April next proposed meeting.

FOOTPATHS & HIGHWAYS – Cllr Fowell

Verge defect in Duck Street, being monitored by Highways, likewise kerb at Mill End being monitored, Glebe Lane Footpath private so not Highways responsibility, Footpath from

	Bridleway to Park Road drainage improvements underway by the Manor, area still recovering but Footpath becoming somewhat difficult to pass due to heavy use during lockdown. Flood route opened during recent heavy rainfall event.
20/142	UPDATE ON RESPONSE AND STEPS BEING TAKEN TO ATTRACT CANDIDATES TO FILL VACANCY No response to adverts to date, requests for input from members, personal approaches not been productive.
20/143	ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA OR IN 5P MAGAZINE Rerun 5P advert for vacancy; Update on two empty properties, Cllr Rodwell to follow up at UDC
20/144	DATE OF NEXT MEETING(S) – 24 FEBRUARY 2021 – 7pm – CLOSE – 9:47pm

Signed..... Date.....

APPENDIX A

LEPC December 2020 Finance Statement													
Precept		25,612						Budget		Net Expense		Diff +/-	
								25,612		11,354		-14,258	
Date	Supplier	Description	Invoice	FPO/DD	Min Ref	Rec	Credit	Debit	VAT	Net	Centre		
Opening Balance							33,771.50	0.00		0.00			
02-Dec	Citizens Advice	Grant	N/A	FPO		Y		50.00		50.00	Grants		
10-Dec	Activ	Web services	4435	DD		Y		42.00	7.00	35.00	Web		
15-Dec	Haven Power	Electricity Lighting	8947/8949	DD		Y		46.23	2.20	44.03	Utilities		
15-Dec	A&J Lighting	Street Lighting	34682	DD		Y		24.30	4.05	20.25	Lighting		
23-Dec	Wicksteed Leisure	Swing paints	812425	FPO		Y		157.80	26.30	131.50	Maintenance		
23-Dec	Employee	Expenses	N/A	FPO		Y		4.50		4.50	Clerk Exp		
29-Dec	Employee	Salary	PAYE	FPO		Y		381.80		381.80	Salary		
29-Dec	Employee	Home Office	N/A	SO		Y		26.00		26.00	Clerk Exp		
December							33,771.50	732.63	39.55	693.08			
Opening Balance JANUARY							33,038.87	0.00		0.00			

LEPC January 2021 Finance Statement

Precept		25,612						Budget	Net Expense	Diff +/-	
								25,612	11,989	-13,623	
Date	Supplier	Description	Invoice	FPO/DD	Min Ref	Rec	Credit	Debit	VAT	Net	Centre
Opening Balance							33,038.87	0.00		0.00	
12-Jan	Activ	Web services	4579	DD		Y		42.00	7.00	35.00	Web
14-Jan	HMRC	VAT Return - 2019	N/A	DC		Y	2,315.95				Income
14-Jan	HMRC	PAYE - Quarterly	PAYE	FPO		Y		114.40		114.40	HMRC
15-Jan	A&J Lighting	Street Lighting	34762	DD		Y		24.30	4.05	20.25	Lighting
18-Jan	Haven Power	Electricity Lighting	5843/5844	DD		Y		47.86	2.28	45.58	Utilities
20-Jan	Memorial Hall	Rent	N/A	CHQ		Y	25.00				Income
27-Jan	Zoom-AD	Subscription	63258328	FPO		Y		14.39	2.40	11.99	Subs
28-Jan	Employee	Salary	PAYE	FPO		Y		381.80		381.80	Salary
28-Jan	Employee	Home Office	N/A	SO		Y		26.00		26.00	Clerk
January							35,379.82	650.75	15.73	635.02	
Opening Balance	FEBRUARY						34,729.07	0.00		0.00	