

## LITTLE EASTON PARISH COUNCIL

### Minutes of the meeting held on Wednesday, 13th March 2013 at 8.00pm in the Memorial Hall

**Present:** Sue Gilbert (Chairman), Janina Jones (Vice-Chairman), Roger Board, Steve Oakey, R Boulton, Cllr Lawrence Smith (UDC), Jackie Deane (Clerk) and 3 members of the public.

1. **Apologies** for absence were received from J Willson and S Walsh. There were no declarations of interest on agenda items.
2. **Public Forum** – a member of the public raised his objections to any decision on agenda item 8 where any funds or subscription would be paid to Stop Stansted Expansion or for the Parish Council to continue to be members of the organisation. A letter was handed to the Clerk stating that, should the Council decide against his wishes, he would be contacting the District Council to force a ballot on this issue. Cllr Smith agreed to meet with S Gilbert and J Willson regarding safety concern and a request for a safety audit on the forthcoming NW by-pass road at Woodside Way.
3. **Minutes** of the last meeting were signed by the Chairman as a true record.
4. **Finance and Risk Assessment** – J Deane and R Board reported on their finance review meeting. R Board reported that records were being kept correctly and to a high standard and the risk assessment had been reviewed. He made recommendations, including changes to banking arrangements, tree survey and the purchase of a new hard-drive to back-up the Council's records. A purchase limit of £100 was agreed for the hard-drive and S Gilbert would make enquiries about obtaining a works schedule for the trees in the recreation ground. It was agreed that a bank account should be opened, in addition to the account held with Nationwide, so that regular payments can be made electronically and this would also help with the new PAYE monthly arrangements to start in April.
5. **Cricket Club Agreement** – S Oakey reported that additional wording had been proposed and that the agreement should be ready for signature at the next meeting. Expenses to repair the recreation ground after the zip-wire installation were agreed up to a limit of £300. The Clerk was asked to write to the Cricket Club to ask that they confine their planned use of a heavy roller to the cricket square only.
6. **Website update** – Councillors were asked to each send information to S Oakey and the Clerk would need to start sending the financial records needed for the site. S Oakey agreed to ask Lisa Smith if she would be able to give a short presentation at the Annual Parish Assembly.
7. **Sector 4 Woodlands Park and boundary changes** – Mr Snow, UDC Electoral Officer, has noted the Council's intention to apply for a Community Governance Review with the intention of moving the parish boundary in respect of Woodlands Park and more information will be available at the next meeting. The Clerk was

asked to make enquiries whether Essex Wildlife Trust is being consulted regarding the discharging of environmental conditions relating to the outline planning permission consent.

8. **Stop Stansted Expansion** – It was agreed to renew membership and pay £10 fee but no additional financial support at this stage.
9. **Charities** – It was agreed to make a donation of £50 to The Five Parishes Magazine and £25 donations to the Alexia Wilson Trust, Lt Easton Good Companions, The Gardens of Easton Lodge, Lt Easton PCC and the Royal British Legion.
10. **Easton Park** – Preliminary information has been received from the Essex Wildlife Trust regarding the important woodland and wildlife sites of Hoglands Wood, Frederick's Spring and High Wood SSSI. The shortfall in the 5-year housing supply for Uttlesford is approximately 920 homes, and for this reason the major planning applications that can prove to be sustainable and deliverable within that time will be given approval in accordance with National Government Policy. The two large applications to the north of Gt Dunmow have been discussed with Gt Dunmow Town Council at two meetings. Mitigation measures were considered and district councillors were asked for support in getting conditions set out before the applications are submitted. It was agreed that local opinion should be sought by way of a questionnaire, to be prepared and delivered to each household in the parish. It was agreed to ask J Wilson to work with S Gilbert and R Board on the wording of a short questionnaire. The responses would give weight to views expressed in response to the forthcoming Land Securities application.
11. **Representatives' Reports** – J Jones reported that the Memorial Hall Committee would be looking for grant funding for new projects. J Jones and S Gilbert were given contact details for a wedding booking and would be confirming approval for use of the recreation grounds and a marquee. J Jones will be checking gravel pit water flow data following correspondence from a landowner with concerns over excess water being pumped out. The County Councillor's report was read out. J Jones attended the Minerals and Waste consultation day and reported that there were no local concerns. S Oakey and R Boulton attended a charity function in aid of the Alexia Wilson Trust.
12. **Clerk's report and correspondence** – The Clerk and councillors attended two meetings with Gt Dunmow Town Council regarding major planning applications and will attend the next Parish Forum, with S Gilbert, on 18<sup>th</sup> March, 7pm in the UDC offices. This meeting would include a progress report on the Draft LDF.
13. **Finance:** Balance at 1<sup>st</sup> March 2013 was £11, 669.29  
Cheques agreed: J Deane (Clerk) £433.09, Post Office (for HMRC) £149.69, A&J Lighting Solutions £41.04, E-ON £43.22, Stop Stansted Expansion £10.
14. **Planning** – There were no new applications for comment. Councillors agreed that they would all make comments, even if there is no objection, to the Clerk by email, within a time period to be set by the Clerk. Additional meetings and other enquiries might be necessary to keep to the time restrictions given by the District Council.

**Appeal application** – APP/C1570/A/13/2190128/NWF relating to **UTT/12/5575/OP** Land at the Old Stag, Outline application for the erection of 5 no. detached dwellings with all matters reserved except access – closed for comment 12<sup>th</sup> March 2013.

15. **Items for next agenda** – Chairman’s report, finance report, Memorial Hall accounts, website, broadband, planning applications.

16. **Date of next meeting: Annual Parish Meeting starting at 7.30pm on Wednesday 24<sup>th</sup> April 2013**

**Followed by Parish Council Meeting** - Wednesday, 24<sup>th</sup> April, 7.30pm at the Memorial Hall.

Meeting closed at 10.10pm.