

Little Easton Parish Council

IAN BROWN
 Parish Clerk
 & Responsible Financial Officer
 Email: Iteastonclerk@gmail.com



72 ST. EDMUNDS FIELDS
GREAT DUNMOW
ESSEX CM6 2AN
Tel: 01371 871 641

Minutes of the meeting of the **Little Easton Parish Council** held in the **Memorial Hall** commencing 7:30pm on Wednesday **29th NOVEMBER 2017**

Present: Cllr Dodsley Cllr Jones Cllr Wyatt Cllr Hindley Cllr Fowell
 Dist Cllr Foley Dist Cllr Freeman
 Members of the public

17/108	APOLOGIES FOR ABSENCE Cllr Rush
17/109	DECLARATION OF INTEREST FOR THIS MEETING None
17/110	MINUTES OF THE MEETING HELD ON 18 OCTOBER 2017 TO BE SIGNED BY THE CHAIRMAN Proposed Cllr Wyatt, Seconded Cllr Hindley
17/111	FIFTEEN MINUTE PRESENTATION FROM MAGENTA PLANNING RE PROPOSALS FOR LAND DEVELOPMENT REAR OF THE STAG PH
	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>Many well argued concerns raised as a result of the Magenta proposition re land rear of Stag PH, 100% of those present objected to any suggestion the land should be developed under any design or use. All residents advised to channel comments, observations and objections via the CLERK.</p> <p>No Through Road sign has been missing from Butchers Pastures for some years, unsuspecting road users constantly having to turn round once realising it is not a through road. CLERK and Cllr Freeman to ACTION.</p> <p>Reported that Highspeed Broadband is due in Duck Street early 2018</p>
17/112	RECEIVE THE DISTRICT COUNCILLORS REPORT Regulation 18 Consultation report will be slightly delayed due to volume of response.
	<p>FLY TIPPING – A growing problem for the District, residents urged to report any occurrence however small the instance.</p> <p>Full report at APPENDIX A.</p>

17/113	<p>CLERKS REPORT AND CORRESPONDENCE. Complaint from resident re collection of Leaves – CLERK and CHAIR to invite resident to private meeting to discuss the concerns. General Data Protection Regulations 2018 & Website – Sign up form on website amended to accommodate Data Protection Regulations.</p>
17/114	<p>RECEIVE UPDATE ON FILLING OF TREE STUMP HOLE ALONG MANOR ROAD No update available, deferred to January meeting.</p>
17/115	<p>UPDATE ON APPOINTMENT OF TREE WARDEN Mrs Gilbert appointed as ad hoc Tree Warden – CLERK to advise</p>
17/116	<p>AGREE WHETHER A HERITAGE REPORT RELATING TO EASTON PARK SHOULD PROCEED AND LEPC MAKE A CONTRIBUTION TOWARDS THOSE COSTS The council agreed that the proposed consultancy and legal work should proceed and are supportive of the lead being taken by GDTC. The council has previously passed resolutions earmarking a total of £6000.00 towards the costs of opposing the Local Plan proposals for Easton Park and to contribute £3000.00 of the earmarked funds towards the costs of the Regulation 18 consultation. The council now resolves to contribute the remaining £3000.00 of the earmarked funds towards the costs of the work detailed in items 17/116, 17/117 and 17/118 Proposed Cllr Wyatt, Seconded Cllr Jones</p>
17/117	<p>AGREE WHETHER A TRANSPORT REPORT RELATING TO EASTON PARK SHOULD PROCEED AND LEPC MAKE A CONTRIBUTION TOWARDS THOSE COSTS The council agreed that the proposed consultancy and legal work should proceed and are supportive of the lead being taken by GDTC. The council has previously passed resolutions earmarking a total of £6000.00 towards the costs of opposing the Local Plan proposals for Easton Park and to contribute £3000.00 of the earmarked funds towards the costs of the Regulation 18 consultation. The council now resolves to contribute the remaining £3000.00 of the earmarked funds towards the costs of the work detailed in items 17/116, 17/117 and 17/118 Proposed Cllr Jones, Seconded Cllr Fowell</p>
17/118	<p>AGREE THE LEVEL OF IMPORTANCE FOR LEGAL ADVICE RELATING TO EASTON PARK AND WHETHER THE COUNCIL WILL MEET A PROPORTION OF THOSE COSTS The council agreed that the proposed consultancy and legal work should proceed and are supportive of the lead being taken by GDTC. The council has previously passed resolutions earmarking a total of £6000.00 towards the costs of opposing the Local Plan proposals for Easton Park and to contribute £3000.00 of the earmarked funds towards the costs of the Regulation 18 consultation. The council now resolves to contribute the remaining £3000.00 of the earmarked funds towards the costs of the work detailed in items 17/116, 17/117 and 17/118 Proposed Cllr Jones, Seconded Cllr Dodsley</p>
17/119	<p>CONFIRM THE REG18 COST CONTRIBUTION TO BE WITHHELD UNTIL APRIL 2018 The Parish Clerk has advised the Clerk of Great Dunmow Town Council that whilst the resolved commitment of £3,000 towards the Regulation 18 costs will be met it cannot be paid until April 2018 which was understood, accepted and agreed between the Parish and Town Clerk. Members confirmed their unanimous agreement.</p>

17/120	CONSIDER THE REQUEST TO HIDE A GEOCACHE MARKER ON PARISH LAND CLERK to seek further clarification of size and site of proposed Geocache
17/121	REVIEW FINAL ARRANGEMENTS FOR CHRISTMAS PARTY Arrangements on target, members suggested future planning commences much earlier for this event and any other parish event.
17/122	PLANNING – REVIEW AND COMMENT ON PLANNING APPLICATIONS Non Housing related – Works Traffic signage for Woodlands Sector 4 development – NO COMMENT
17/123	FINANCE – RECEIVE LATEST FINANCIAL STATEMENT & AGREE PAYMENTS, CONFIRM AUTHORITY FOR DECEMBER PAYMENTS – APPOINT AUTHORISER APPENDIX – B, Proposed Cllr Jones, Seconded Cllr Wyatt. Authoriser – Cllr Jones CLERK to circulate December finance statement prior to raising payments and seeking Authoriser.
17/124	AGREE TRIAL BUDGET FOR 2018/2019 Trial Budget agreed at £17,500, CLERK to complete Precept request upon receipt from District. Proposed Cllr Hindley, Seconded Cllr Jones
17/125	RECEIVE REPRESENTATIVES REPORTS: WAR MEMORIAL – No report MEMORIAL HALL – No report FOOTPATHS – No report HIGHWOODS QUARRY – No report PLAY AREA – No report
17/126	RECEIVE FEEDBACK FROM EASTON PARK WORKING GROUP See APPENDIX C
17/127	ITEMS OF NOTE FOR NEXT MEETING & 5 PARISHES MAGAZINE Publish Key dates / Events throughout the year
17/128	DATE OF NEXT MEETING – 24 JANUARY 2018 – CLOSE – 9:30pm

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

APPENDIX A

Committee:	Cabinet	Agenda Item
Date:	30 November 2017	17
Title:	Garden Communities Delivery	
Portfolio Holder	Councillor Ranger, Cabinet Member for Communities and Partnerships	Key Decision: No

Summary

1. This report sets out the current processes for the delivery of the Garden Communities and seeks approval to establish a delivery company and allocate funds to continue the delivery work.

Recommendations

2. The Cabinet is recommended to
 - a. Note the action to date and the approach to be undertaken.
 - b. Authorise the establishment of Uttlesford Garden Communities Limited and appoint Adrian Webb as the interim Director.
 - c. Allocate the sum of £50,000 from the forecast 2017/18 budget underspend to fund the first stage of the delivery process.

Financial Implications

3. As set out in this report.

Background Papers

4. None

Impact

Communication/Consultation	Consultation will take place as the process develops
Community Safety	No specific implications
Equalities	None
Health and Safety	No specific implications
Human Rights/Legal Implications	No specific implications
Sustainability	No specific implications
Ward-specific impacts	No specific implications from this report
Workforce/Workplace	None

Background

5. The Council has prepared a draft Regulation 18 Local Plan that proposes three new Garden Communities at North Uttlesford, Easton Park and West of Braintree. These new communities will be exemplars of 21st Century living providing well designed homes, high quality employment, services and facilities supporting a high quality of life and creating healthy, safe and vibrant places. The new Communities will make a significant contribution to support the future economic success of the district and nationally important business sectors and economic corridors.
6. It is important to recognise the level of ambition and scale of what is being proposed and therefore the timescale for delivery. Together these three new Garden Communities would comprise up to 18,500 new homes and 16,500 new jobs over a development period of around 25 years. The new homes will provide accommodation for up to 40,000 residents. There will be opportunities to ensure that this provision is targeted at existing local people (especially younger people) who may otherwise have difficulty in continuing to live and work in Uttlesford
7. The Council is committed to delivering any new settlement that is approved through the local Plan process, in accordance with The Garden City principles, published by the Town and Country Planning Association (TCPA). The ten principles are set out in full on the TCPA website and may be summarised as follows:

1. Land value capture for the benefit of the community:

A distinguishing characteristic of the Garden City is the fair distribution to the community of the profits that result from new development. Capturing rising land values created by the development of the town can repay infrastructure costs and provide a portfolio of assets which are proactively managed in perpetuity for the benefit of the Garden City community. This requires the acquisition of land at, or near, current use value by a body with effective planning and land assembly powers.

2. Strong vision, leadership and community engagement:

If Garden Cities are to be successful, they need strong political support and leadership, with a clear vision and firm commitment. This commitment should be made as early as possible in the planning process to provide reassurance and certainty for all parties. Both the designation process and the development of the Garden City should demonstrate a real commitment to community participation.

3. The long-term stewardship of assets:

A suitable body will need to be established to manage the assets of the Garden City in the long term. This management body can take a variety of forms, and the most suitable approach should emerge through the design and delivery process. It is essential that a plan for financing the maintenance and management of community assets is set out at an early stage and appropriate finance endowed to the long-term stewardship organisation.

4. Mixed-tenure homes and housing types that are genuinely affordable for everyone;

A significant proportion of homes in a new Garden City must be 'affordable' for ordinary people and should include social rent.

5. A robust range of employment opportunities in the Garden City itself, with a variety of jobs within easy commuting distance of homes:

New Garden Cities must provide a full range of employment opportunities, with the aim of no less than one job per new household. While the changing nature of work means that the achievement of perfect employment self-sufficiency is impossible, the aim should be to reduce the need to travel to work as far as is practicable.

6. Beautifully and imaginatively designed homes with gardens, combining the very best of town and country living to create healthy homes in vibrant communities:

Garden Cities are defined by quality and innovation in all aspects of design and technology. Aesthetically this means aspiring to the very best domestic and commercial architecture with sensitivity to local vernacular design and materials. There is no single density requirement for Garden Cities but strong emphasis should be placed on homes with gardens and on space for both allotments and community gardens and orchards to provide for healthy local food.

7. Development which enhances the natural environment:

Garden Cities are places in which development enhances and does not diminish the natural environment secured through master plans which link generous private and community gardens with wider public green and blue space and ultimately with strategic networks of green infrastructure and habitat creation. Garden Cities offer the opportunity to be highly climate

resilient through extensive green and blue infrastructure. They must also demonstrate the highest standards of technological innovation in zero carbon and energy positive technology to reduce the impact of climate emissions.

8. Strong local cultural, recreational and shopping facilities in walkable neighbourhoods:

Garden Cities are places of cultural diversity and vibrancy with design contributing to sociable neighbourhoods. This means, for example, shaping design with the needs of children's play, teenage interests and the aspirations of elderly in mind. Creating shared spaces for social interaction and space for both formal and informal artistic activities, as well as sport and leisure activities.

9. Integrated and accessible transport systems:

Walking, cycling and public transport should be the most attractive and prioritised forms of transport in the garden city. This means ensuring a comprehensive and safe network of footpaths and cycleways throughout the development, and public transport nodes within a short walking distance of all homes.

10. A strategic approach:

Ebenzer Howard saw the development of Garden Cities as part of a wider strategic approach to meeting the nation's housing needs. This was based on networks of new settlements well connected by public transport. A national policy for a new generation of Garden Cities should consider how these settlements contribute to the nation as whole; how they relate to aspirations for a more balanced economy; to long term climate resilience, and to new opportunities in industrial modernisation.

8. Officers are currently evaluating representations made on the Draft Regulation 18 Local Plan so that members can make a decision on the Regulation 19 Local Plan that will be submitted for Examination next year. As part of this process the District Council will need to provide evidence that new Garden Communities, following the TCPA principles, will be deliverable. There are a range of delivery options for the new Garden Communities and the choice of which option to use will need to be led by the issues the Council needs to address and the most effective means to do that to achieve the stated objectives. Set out below are some alternatives (there are other variants too) together with a short explanation of each one:

a. Local Asset Based Vehicle (LABV)

Typically a local authority invests land in a LABV and a Development Company then invests equity and provides development expertise. Croydon Council Urban Regeneration Vehicle is one example of this where there is a 50:50 partnership between the Council and John Laing.

<https://www.croydon.gov.uk/sites/default/files/articles/downloads/ccurvpresentation.pdf>

b. Development Corporation

In this case existing powers are used to establish a Development Corporation which has compulsory purchase powers and planning powers. The Development Corporation would own land, fund infrastructure, sell serviced sites to developers and receive an income from assets. An example of this approach is Ebbsfleet which is being developed by Land Securities.

<http://ebbsfleetdc.org.uk/>

c. Locally Led Development Corporation

This is one of the models that the North Essex Garden Communities Company is exploring using powers set out in the Neighbourhood Planning Act. This approach is dependent on secondary legislation which has yet to be prepared. This scenario has the benefits described above with significantly more local political involvement and accountability.

d. Joint Venture (JV)

This is a variation on a LABV where a local authority forms a joint venture with a development company. The Council provides land and vision whilst the developer provides funding capacity and development expertise. Cambridge City Council took this approach with land at Clay Farm and called it a Collaboration Agreement (although in this case both partners shared the cost of funding infrastructure with equalisation provisions to apportion costs). Another example is at Barton where Oxford City Council and Grosvenor have established a Joint Venture on a 50:50 basis.

<http://www.bartonparkoxford.com/vision/faqs.aspx>

e. Partnership

This may take a variety of forms and be a rather more loose 'working together' approach.

Chilmington Green is an example of a local authority working with community partners.

<http://chilmington-green.co.uk/index.php/help-us-build-a-newcommunity-at-chilmington-green/>

f. Traditional Planning Led Delivery

In this case a development is brought forward by a developer/promoter within the framework of the statutory planning process. Masterplanning is done through either Supplementary Planning Documents, or Development Plan Documents with development being controlled through Section 106/Community Infrastructure Levy and planning permission.

9. A number of these options would require significant input from the Council and in most cases that would be done through a wholly owned subsidiary company. It is therefore proposed to establish 'Uttlesford

Garden Communities Limited’ with Adrian Webb appointed as the interim Director. Articles of Association will be prepared and brought to a future meeting for approval.

10. The discussions with developers and promoters will be based on delivery viability assessments prioritised against an identified list of requirements for the community. These requirements will be summarised using a Summary Infrastructure Template (SIT). An example of a generic SIT is attached as Appendix One. It is envisaged that as the negotiations develop the ‘timing’ column will become more detailed and will probably be shown in 5 year bands (i.e. years 1 – 5, years 6 – 10 etc.).
11. The Council will appoint delivery viability consultants and employ experienced negotiators to ensure all the objectives of the Council are met and that all the Garden Community principles are followed.
12. In order to enable the establishment of the company, the engagement of the delivery viability consultants and the negotiators it is necessary to allocate to this part of the project the sum of £50,000 in the current year.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
The sum of £50,000 is insufficient to enable the work to be undertaken	2 – Quotes are awaited and a supplementary funding request may be required	3 – Commencement of this part of the project would be delayed whilst additional funding is sought	Quotes are awaited for the two pieces of consultancy work. Early indications are that the money will be sufficient for the current financial year.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

SUMMARY INFRASTRUCTURE TEMPLATE GARDEN COMMUNITIES REQUIREMENTS			
PROPOSED GARDEN COMMUNITY: A NEW SITE			
DESCRIPTION	ON/OFF SITE	TIMING	BROAD COST
Site preparation and primary infrastructure <ul style="list-style-type: none"> • Site clearance • Access roads • Drainage • Lighting 	ON	EARLY	
Education Facilities <ul style="list-style-type: none"> • Early Years & Childcare Provision • x Primary Schools • x Secondary Schools • Any Further Education 	ON	EARLY & PHASED	
Community, Health & Wellbeing Facilities <ul style="list-style-type: none"> • Doctors' Surgery/Health Centre • Community Centre • Youth Provision • Social Services Provision • Libraries • Policing • Cultural Provision • Spiritual and Faith Facilities 	ON & OFF	EARLY & PHASED	
Housing Provision <ul style="list-style-type: none"> • Affordable and Key Worker Housing @ 40% • Lifetime Homes • Sheltered and Independent Living • High standards of build, materials and internal space standards • Advisory Design Board 	ON	PHASED	

Leisure and Sports Facilities <ul style="list-style-type: none"> • Neighbourhood Play Areas • Local Play Areas • Sports Centre • Playing Fields • Allotments 	ON	EARLY	
Sustainability Measures <ul style="list-style-type: none"> • Carbon Neutral Solutions • Adaption for Future Climate Change 	ON	PHASED	
Natural Environment <ul style="list-style-type: none"> • Greenspace and Bluespace Landscape Framework • Wildlife Provision • Possible Woodland Burial Site • New Country Park 	ON	EARLY	
Off Site Strategic Transport Contributions <ul style="list-style-type: none"> • Public Transport • Highway Network • Light rail link 	OFF	PHASED	
Utilities Provision <ul style="list-style-type: none"> • Electricity and Gas • Water Supply • Drainage and Water Recycling Centre • Sustainable Urban Drainage • Excellent Digital Connectivity (Ultrafast Broadband and 4G mobile phone) from the start 	OFF	EARLY	
Employment Provision <ul style="list-style-type: none"> • Local Business Hubs • Retail • Support for Local Business Start ups 	ON	PHASED	

Endowment for Community Assets <ul style="list-style-type: none"> • Education • Training and Skills • Health • Community • Sports and Leisure • Maintenance of Public Realm (built, green and blue) • Transport • Employment 	-	-	
Planning Performance Agreement <ul style="list-style-type: none"> • Officer resources related to DPD and planning application processing 			
Total all Infrastructure			

APPENDIX B

Payment List NOVEMBER 2017											
Date	Payee	Description	Invoice No	BACS	Account	Amount	Net	VAT	Ccentre	Ccode	Audit Box
29/11/17	E.on	Street Lighting Electricity	H151214072		19834368	£38.61	£36.77	£1.84	Parish	Street Lighting	6
29/11/17	A&J Lighting Solutions	Annualised maintenance	31046		19834368	£23.10	£19.25	£3.85	Parish	Lighting	6
29/11/17	MD Landscapes Ltd	Grass cutting	1065		19834368	£234.00	£195.00	£39.00	Parish	Open Spaces	6
29/11/17	<i>Exclusive Entertainment</i>	<i>Xmas party Entertainer</i>	<i>225-227-BCF</i>		<i>19834368</i>	<i>£25.00</i>	<i>£25.00</i>	<i>£0.00</i>	<i>Parish</i>	<i>Admin</i>	<i>6</i>
29/11/17	Lt Easton Memorial Hall	Hall Hire	N/A		19834368	£40.00	£40.00	£0.00	Parish	Admin	6
29/11/17	HMRC	PAYE	N/A		19834368	£37.40	£37.40	£0.00	Parish	Admin	4
29/11/17	Employee	Salary	PAYE		19834368	£294.60	£294.60	£0.00	Parish	Admin	4
29/11/17	Employee	Expenses	Mileage		19834368	£4.50	£4.50	£0.00	Parish	Admin	4
		TOTAL				£697.21	£652.52	£44.69			
Account		Balance									
TSB 19834368		£25,303.26									
			Signed						Date		
Income			Minute Ref								
PARISH – 19834368											
PAYER	DESCRIPTION	METHOD	AMOUNT								
HMRC	VAT	BGC	£948.37								
		TOTAL	£948.37								

LOCAL PLAN WORKING PARTY

MEETING HELD AT FOAKES HALL

TUESDAY 21ST NOVEMBER 2017 AT 2PM

MEETING NOTES

Councillors present: Gt. Dunmow: Terry Moore, Mike Coleman, Barrie Easter, Alex Armstrong, David Beedle, Emma Marcus & Philip Milne.
Little Easton: Doug Wyatt
Great Easton: Paul Kelly
Broxted: Roger Clark
Little Canfield: Paul Bryant
Thaxted: David Morgan
Takeley: Jackie Cheetham

Also present: Town Clerk & Deputy Clerk, Tony Clarke and Colin Bradley

Cllr. Milne chaired the meeting.

1. Apologies for absence had been received from Cllr. Barron.
2. Introductions.
3. Matters raised on Deputy Clerk's background report (circulated with the agenda).
Noted.
4. Matters of mutual concern and ways that we can work together
The Deputy Clerk gave a presentation on the situation to date.
5. For information and comment from neighbouring parishes on any items where we might benefit from working jointly:
 - a) Improved local road network.
 - Takeley PC has appointed a transport consultant and will send us a copy of his report, which also includes consideration of the M11.
 - ECC had told Cllr. Cheetham that no development should happen along the B1256 until J8 of the M11 has been improved. The airport has agreed to pay a 'fair proportion' and developers are to contribute.
 - Sat navs need to be changed to get traffic off the B1256.
 - Our transport consultant needs to speak to E.Herts.
 - UDC has a duty to employ transport consultants, but will take them on to justify their decisions – we need our own.
 - Look at best practice in other areas, eg Poundbury near Dorchester.
 - b) A direct bus service to a railway station.
 - We need to map out journey times.

- Bus routes should be put in place before development. Quote examples of best practice around the country. It is a policy in the draft Local Plan (N.Uttlesford settlement) already.
- Consider alternative forms of public transport, eg trams.

c) More parking in the town.

Covered in the previous meeting.

d) Better access and enhancements to our public open spaces.

There is a lack of country parks generally in Uttlesford – agreed by the National Trust.

(Cllr. Emma Marcus left the meeting)

e) Improvements to our public buildings (Foakes Hall and Dourdan Pavilion).

Covered in the previous meeting.

f) Potential benefits to local businesses (shops and industrial estates).

Covered in the previous meeting.

General Point Made:

- UDC should be reminded that Carver Barracks will become available at the end of the plan period.

6. The Chairman went through the R4U four-point plan proposal:

It was agreed that, even if we agreed with them, we must be careful not ally with R4U as all our parishes are non-political. We should have our own voice.

Action Points to work together:

1. Make points similar to R4U's, but under our own names by writing a joint letter to UDC based on our conversations today. Draft to be circulated prior to sending.
2. Parishes to send their own letters too if they wish.
3. To note that there has been a change on the West of Braintree settlement allocation. The boundary has been moved and the aerodrome has been taken out, leaving it to function as an aerodrome, and swapping this for another piece of land. Individual councils to comment on that if they wish.
4. Braintree consultation on West of Braintree Garden Community – link on UDC website – deadline 22nd January 2018.
5. It was agreed not to schedule another meeting at this time, but to communicate via email.

The meeting closed at 4.00pm.