

Little Easton Parish Council

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Minutes of the **EXTRAORDINARY MEETING OF LITTLE EASTON PARISH COUNCIL** held at the **Memorial Hall** on **FRIDAY 03 NOVEMBER AT 8:00 AM**

Councillor	Attendance
VACANT	
VACANT	
Cllr Ian Sussams	YES
Cllr Emma Wells	YES
Cllr Simon Benstead	YES
Cllr Peter Bright	YES
Dist Cllr Richard Haynes	NO - Work
Cnty Cllr Martin Foley	NO - Work

0 member(s) of the public
 Clerk – Mr Ian Brown

23/125	NOTE AND APPROVE APOLOGIES FOR ABSENCE Cnty Cllr Martin Foley and Dist Cllr Richard Haynes – work
23/126	WITH REFERENCE TO THIS AGENDA MEMBERS ARE INVITED TO DECLARE ANY DISCLOSABLE PECUNIARY INTERESTS, NON-REGISTRABLE INTERESTS AND OTHER REGISTRABLE INTERESTS Interests declared by Cllr Peter Bright and Cllr Simon Benstead ref – Item 23/138 - Manor road
23/127	APPROVE THE MINUTES OF THE MEETING 27 SEPTEMBER 2023 RESOLUTION – Approve the minutes of the meeting 27 September 2023: Proposed Cllr Peter Bright; Seconded Cllr Simon Benstead - unanimous
23/128	PUBLIC PARTICIPATION SESSION 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) None present
23/129	RECEIVE THE DISTRICT & COUNTY COUNCILLORS REPORTS Report attached – APPENDIX A 23/129(i) – RECEIVE ANY ADDITIONAL UPDATE TO THE LOCAL PLAN – CLLR PETER BRIGHT ❖ UDC has agreed NOT to pursue a judicial review thus LEPC NOT entering into such a review ❖ Neighbourhood Plan – Nobody has thus far offered to assist or enable support for the NP team.
23/130	NOTE CLERKS REPORT AND CORRESPONDENCE Attached – APPENDIX B

	Council requested Clerk to chase Highways re dropped kerb and UDC re permission for gate at Mill End – CLERK to ACTION
23/131	<p>FINANCE – RECEIVE STATEMENT & AGREE PAYMENTS – REVIEWED BY TWO MEMBERS OF THE COUNCIL PRIOR TO THIS MEETING COMMENCING</p> <p>RESOLUTION – Finance approved; Proposed Cllr Peter Bright; Seconded Cllr Simon Benstead Reviewed prior to October meeting – APPENDIX C</p> <p>23/131(i) - APPOINT AUTHORISER Cllr Simon Benstead appointed</p> <p>23/131(ii) – COUNCILLORS TO NOTE RECONCILED BANK STATEMENT Cllrs noted bank statement reconciliation</p> <p>23/131(iii) – RECEIVE UPDATE ON BUDGET PLANNING 2024-2025 TO INFORM PRECEPT APPLICATION JANUARY 2024 – CLLR PETER BRIGHT After much discussion, having considered projects, some listed below, the council agreed to a 5% increase to remain abreast current interest rates and thus a Precept request of £30,000 for 2024 RESOLUTION – Approve Precept request for 2024-2025 at £30,000: Proposed Cllr Simon Benstead; Seconded Cllr Emma Wells CLERK to ACTION in January 2024</p> <p>PROJECTS FOR CONSIDERATION TO INCLUDE THE FOLLOWING BUT NOT LIMITED TO: -</p> <ul style="list-style-type: none"> a) NEW WEBSITE BUILT ON A DIFFERENT PLATFORM <i>Requirements and tender process to be agreed</i> b) KERBING ALONG PLAYING-FIELD VERGE WITH MANOR ROAD <i>Need to protect recreation ground and create a walk-way so people don't walk in the road</i> c) VEHICLE ACTIVATED SPEED SIGNS (VAS) <i>Probably looking at £3,800 per sign. Solar powered. Battery possible and cheaper (£3,000). But higher maintenance. Locations to be agreed.</i> <p>23/131(iv) – FEEDBACK ON GRANT FUNDING POWERS WITHIN S137 AND GPC INCLUDING LEGAL ADVICE FROM THE EALC AND NALC WITH REGARD TO THE CONSTRAINTS SURROUNDING CHARITABLE DONATIONS Item deferred</p> <p>23/131(v) – APPROVE DONATION IN GRATEFUL THANKS TO THE RESIDENT PROVIDING ACCESS TO THEIR WATER AND ELECTRICITY SUPPLY DURING THE WAR MEMORIAL REFURBISHMENT PROJECT RESOLUTION – Approve donation of £75: Proposed Cllr Peter Bright; Seconded Cllr Simon Benstead – CLERK to ACTION</p>
23/132	<p>DISCUSS THE NECESSITY AND POTENTIAL REQUIREMENTS TO PURCHASE LIGHTING AND CAMERAS FOR CHILDREN'S PLAYGROUND AND MH CAR PARK Following much discussion council agreed the ground works should make provision for current and possible future cabling, to include power and or data. Trench to be dug to allow for ducting which will provide for cable runs should they be required. RESOLUTION – Agree trench works and costs (see item 23/136): Proposed Cllr Emma Wells; Seconded Cllr Simon Benstead - unanimous</p>
23/133	<p>CONSIDER PLANTING A TREE TO REPLACE THE FELLED DISEASED CHERRY TREE ALONG WITH ITS POSSIBLE LOCATION – DEFERRED FROM THE LAST MEETING Item deferred</p>
23/134	<p>PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS OR APPEALS AND OUTCOMES OR PREVIOUS DEVELOPMENT PROPOSALS None to review</p>

23/135	<p>REPRESENTATIVES REPORTS</p> <p>MEMORIAL HALL – Cllr Simon Benstead & Cllr Emma Wells During the recent meeting an animated discussion took place reference proposals to MHMC submitted by the PC but all suggestions refused; a suggested change to decision methodology put forward by the PC representatives attending to be adopted by the MHMC.</p> <p>Potholes – once filled the increased speed of vehicles needs to be monitored and addressed if it becomes a problem. MHMC concerned with the loss of revenue due to the condition of Manor Road hence work being completed at cost to the MHMC.</p> <p>Trustees – make up of MHMC membership / Trustee status discussed.</p> <p>Events – requires focus, drive and motivated volunteers to work towards improving the use of the Hall. Promoting and publishing the availability of the venue requires attention.</p> <p>Future - it would be useful if the PC and MHMC worked closer together in a professional, harmonious, respectful and amicable manner to be adopted by both parties.</p> <p>PLAY AREA – Cllr Peter Bright & Cllr Simon Benstead Stones removed from play area</p> <p>GARDENS OF EASTON LODGE – Cllr Peter Bright Closes end of Nov; Snowdrops - February 18, 22, 25 & 29</p> <p>PARISH MAINTENANCE INCLUDING WAR MEMORIAL– Cllr Simon Benstead Entrance gate requires additional oiling, Granite to have mastic applied to seal the sides, all engineered bricks need repointing not just the few on the corners – Bakers of Danbury to quote for additional works.</p> <p>RESOLUTION – Council approved a maximum of £1,000 additional spend to complete the works. Proposed Cllr Simon Benstead; Seconded Cllr Peter Bright Simon</p>
23/136	<p>TO NOTE MATTERS ARISING FROM THE PREVIOUS MEETING: -</p> <p>23/136(i) – RECEIVE UPDATE ON INSTALLATION OF FITTING TO ACCOMMODATE THE BEACON AND DURING DECEMBER TO SWAP OUT FOR A CHRISTMAS TREE, INCLUDING PROBABLE ASSOCIATED COST FOR MANUFACTURE, INSTALLATION, ELECTRICITY AND LIGHTING</p> <p>RESOLUTION – Proposal to proceed against a maximum budget of £5,500: Proposed Cllr Emma Wells; Seconded Cllr Simon Benstead – unanimous Cllr Simon Benstead to manage project</p> <p>23/136(ii) – RECEIVE UPDATE ON PLANTERS LICENCING APPLICATION – CLERK Submitted to Highways, awaiting response</p>
23/137	<p>DISCUSS WHETHER TO ASK DENBURY HOMES FOR A FINANCIAL CONTRIBUTION TOWARDS MANOR ROAD REFURBISHMENT AND THE RECREATION GROUND GIVEN THAT THE RECREATION GROUND COULD BE A GOOD MARKETING ASPECT FOR THEIR NEWLY BUILT HOMES BEHIND THE STAG</p> <p>Wording to be considered, Cllr Peter Bright to produce draft for council to agree.</p>
23/138	<p>MANOR ROAD REPAIR - NOTING LEMH’S INTENTION TO FILL IN THE POTHoles ALONG THE ROAD. LEPC TO REVIEW THE IMPACT THAT THE ‘FILLING-IN’ HAS ON VEHICLE SPEED IN THE WEEKS FOLLOWING COMPLETION OF THE WORK AND WHETHER A PHYSICAL RESTRICTION TO SPEEDING IS SUBSEQUENTLY DEEMED NECESSARY.</p> <p>Council disappointed the PC were not formally approached before the MHM decision made to proceed with the works to temporarily fill the holes with road plannings.</p>

23/139	CONFIRM ARRANGEMENTS FOR LAYING OF WREATH AT THE WAR MEMORIAL, ACTUAL PARISH SERVICE DUE TO BE HELD AT BROXTED THIS YEAR Chairman to lay wreath on Remembrance Sunday, (support Cllr allocated to Cllr Simon Benstead)
23/140	ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA None suggested 23/140(i) APPOINT CONTRIBUTOR TO 5P MAGAZINE Cllr Simon Benstead to contribute – CLERK to send magazine new contact details
23/141	DATE OF NEXT MEETING(S) – TO BE CONFIRMED – CLOSE Meeting closed at 8:59am Next meeting agreed during January 2024, date to be confirmed if not final Wednesday in the month

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

APPENDIX A

THE DRAFT LOCAL PLAN – UPDATE...

The previous administration in Uttlesford DC repeated failure to produce a Local Plan since 2005 has caused considerable problems for our district over the years. We all now hope after considerable effort, that this is the beginning of the end of a route to a successful Local Plan.

My Report has extensive news regarding work on a replacement Local Plan. It is likely that many of forthcoming Reports will also see the Local Plan featured, since when hopefully it is

made, the Local Plan will have a fundamental effect and make a long-lasting contribution to the development, facilities, infrastructure and general make up of our District over the plan period, **being 20 years ie until 2041.**

Local Plans in rural districts like ours are always controversial since so often, they anticipate development in locations which some part of the community or another considers unsuitable or undesirable. Since

effectively the ability to develop land was “nationalised” under the post World War II legislation, the allocation of larger tracts of land for potential development has become of very considerable economic

importance. There is an inevitable and irreconcilable tension between the aspirations of prospective promoters and developers of land on the one hand and the preferences of those on the other hand who

do not wish to see open countryside built upon. However, as we all know and agree, it is essential to have in place an up to date Local Plan, so that an

evaluation of district wide development need can first be made on examination in public by an independent body, namely the Planning Inspectorate. The appropriate “spatial” and other policies can

then be ascertained and described. With all the evidence available, allocations of prospective development sites can then be made. Having a Local Plan being as out of date as the current (2005) plan

is utterly unacceptable – it leads to the ad hoc speculative development that we have experienced in the past. Indeed, good planning practice requires plans once adopted to be reviewed and refreshed every 5 years, a gross omission unfortunately allowed to have arisen in the past.

I apologise if the procedures described below are well known to PC members, but as this Report is widely read by members of the community, we hope you will excuse some repetition by me. So, an initial draft Local Plan has now been published last week ready for consideration on 4th October 2023 by the cross-party Local Plan Leadership Group (“LPLG”) - of which Cllr Tayler is a voting member. Being a working party appointed by Cabinet, LPLG is to review the draft before referring it to Cabinet, which then passes it to Full Council for a decision to be made as to whether or not to permit the draft to proceed to public consultation (the Regulation 18 Process).

If there is agreement from Full Council on 30 October 2023, this consultation will take place on the draft throughout November and into December.

The draft Plan contains a full suite of proposed policies and policy chapters and has identified provisional housing and employment site allocations, following officers’ meetings with a range of stakeholders

(including neighbouring councils, Essex County Council, the NHS and Education providers). There was also a local plan workshop with Parish Council colleagues. There was community consultation on possible draft policies and themes undertaken at the outset of the process through the Community Stakeholder Forum.

The draft Plan seeks to provide for housing in the most sustainable way, that minimizes the need for travel and maximizes opportunities for walking, cycling and using public transport. Thus, new homes are

proposed to be near to jobs, shops, services and facilities. The draft seeks to support existing economic centres (retailers/ businesses/employers), but also seeks to ensure that any new infrastructure (schools/ health care/leisure facilities/open space) benefit as many people as possible, including our existing

communities rather than solely new residents.

The Regulation 18 stage is still a relatively early stage within the plan-making process and the draft can be amended following responses to the consultation. Thus, the decision made by Full Council on 30th October 2023 will be a decision on whether or not to publish the draft for consultation; not necessarily to support each and every aspect making up the constituent parts of the draft plan. The representations made will be reviewed very carefully and taken into account which will then lead to the Regulation 19 version of the Plan, which is then submitted to the Planning Inspectorate to begin its work.

During the recent workshops, officers explained that some 6,000 homes across the District had been consented since 2021, ie the beginning of the current plan period, some granted by UDC and some by the

Planning Inspectorate. This is a considerable number and it means that the housing target for the draft

local is considerably reduced – **meaning that no large new so called “Garden Communities”** are required across the nor indeed can be justified to meet the Government’s “Standard Method”.

Further, the latest five year housing land supply figures will now reflect this level of housing delivery, which will assist your planning sub-committee in their representations in response to those planning

applications which seek to justify development in the absence of a “five year supply”. The precise housing land supply statistics will be published separately – earlier than is normally the case because of the

Regulation 18 Local Plan work.

Whilst this results in 6,000 fewer homes that UDC now has need to plan for, being one component of the Housing Target imposed by Central Government of some 14,000 dwellings required to be supplied in total, it has again demonstrated that development does not stop coming when there is no local plan in place.

I am not providing a summary of the principal approaches contained in the draft since it merits a comprehensive reading as it pertains to the entire District – a parish limited approach would not therefore

be appropriate in this Report at this stage. Some of the demographics lying behind the Local Plan work are interesting and explain the pressure for

development in the District. Since 2011, the population of Uttlesford has grown at a rate of 14.9%, which is faster than the average for England as a whole, which has grown by 6.6%, being a similar level of growth in adjoining Braintree District while that of East Herts is about 9%. Moreover, the age structure of Uttlesford shows the proportion of people aged 65 and over has increased by 36% since 2011 and 20.2% of the population in Uttlesford were aged 65 and over, compared to England's average of 18.6%. This significant change might be explained by "inward migration" of people coming to the District from North and East London, capitalising on the price difference in housing stock there as compared with that of Uttlesford.

There is a very great deal of information and background contained in the evidence in support of the draft Plan and Residents and others will be able and are very much encouraged by us to comment on this draft and make submissions on it during the six week consultation period, always assuming of course it is first

approved for that purpose by Council on 30th October 2023.

I am assured that reminders of what is happening continue to be circulated widely as we hope that as many residents as possible will put forward their comments and representations.

We would encourage all residents to sign up for updates at www.uttlesford.gov.uk/local-plan-news and also to follow the timetable which is available at www.uttlesford.gov.uk/local-plan-timetable. A set of

Local Plan FAQ's has been prepared also which are very useful as well as readable in plain English and they are to be found at <https://www.uttlesford.gov.uk/article/4923/Local-Plan-FAQs>. Updates are also

provided by means of social media. The main page on the UDC web site referring to the Local Plan is worth

bookmarking since it contains references, to be added to in coming weeks, to the detailed technical evidence which have been used in arriving at the draft Regulation 18 policies.

In summary, the anticipated Timetable/Path Ahead would be:

- Draft Local Plan (Regulation 18) – October - December 2023
- Submission Plan (Regulation 19) - Summer 2024
- Submission to Secretary of State - Winter 2024
- Examination - 2025
- Adoption - Early 2026

The following are the draft plan materials for review by LPLG on 4th October 2023, before coming to Cabinet and then to Full Council which gives you the opportunity of early review, in anticipation of the formal consultation period commencing:

<https://uttlesford.moderngov.co.uk/documents/s33027/Draft%20Uttlesford%20Local%20Plan%202020>

[21%20-%202041%20Regulation%2018%20Consultation.pdf](https://uttlesford.moderngov.co.uk/documents/s33027/Draft%20Uttlesford%20Local%20Plan%20202020202041%20Regulation%2018%20Consultation.pdf)

[https://uttlesford.moderngov.co.uk/documents/s33028/Appendices%201%20-](https://uttlesford.moderngov.co.uk/documents/s33028/Appendices%201%20-%2016%20Except%202%20-%204.pdf)

[%2016%20Except%202%20-%204.pdf](https://uttlesford.moderngov.co.uk/documents/s33028/Appendices%201%20-%2016%20Except%202%20-%204.pdf)

[https://uttlesford.moderngov.co.uk/documents/s33029/Appendices%202%20-](https://uttlesford.moderngov.co.uk/documents/s33029/Appendices%202%20-%204%20Site%20Development%20Templates.pdf)

[%204%20Site%20Development%20Templates.pdf](https://uttlesford.moderngov.co.uk/documents/s33029/Appendices%202%20-%204%20Site%20Development%20Templates.pdf)

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APPENDIX B

CLERKS REPORT AND CORRESPONDENCE – LITTLE EASTON PC

03 November 2023 - EGM

APOLOGIES – Cnty Cllr Martin Foley and Dist Cllr Richard Haynes – work related

The office has advised Ringcraft of the council’s terms to use the playing-field during their sessions, no response received to date.

A resident asked whether the council had received any further updates to the field entry at Mill End, I explained that a retrospective planning application had been submitted to UDC.

Resident requested outside toilet be opened for field and play area users.

Therefore it remains for me to advise that members have received various communications throughout the month from those bodies and organisations that support this sector and all other matters are indeed covered by the agenda.

APPENDIX C

LEPC OCTOBER 2023 Finance Statement								Budget	Net Exp	Diff +/-
Precept	28,500							43,135	20,044	-23,091
Date	Supplier	Description	Invoice	FPO/DD	Min Ref	Rec	Credit	Debit	VAT	Net
Opening Balance							67,184.08	0.00		0.00
02-Oct	A&J Lighting	Annualised maintenance	37626	DD		Y		28.80	4.80	24.00 Lighting
02-Oct	5 Parishes	Coronation grant	N/A	FPO		Y		100.00		100.00 S136
12-Oct	Activ Web	Web services	10483	DD		Y		42.00	7.00	35.00 Web
19-Oct	DRAX Energy	Lighting Electricity	45940/47255	DD		Y		46.57	2.22	44.35 Utility
27-Oct	MD Landscapes	Grass cutting	1317	FPO		Y		168.00	28.00	140.00 Grass
27-Oct	S Smith Gardening	Parish maintenance	Inv 25 - 27	FPO		Y		459.99		459.99 PM
27-Oct	Anglian Stone	Granite engraving - WM	10269	FPO		Y		216.00	36.00	180.00 War Memo
27-Oct	HP Inc UK-IB	Printer Ink	786926	FPO		Y		4.12	0.69	3.44 Stationery
27-Oct	Employee	Expenses	Oct claim	FPO		Y		4.50		4.50 Admin
28-Oct	Employee	WFH allowance	N/A	FPO		Y		26.00		26.00 Admin
27-Oct	Employee	Salary	PAYE	FPO		Y		390.65		390.65 Clerk
17-Oct	HMRC	HMRC Qtrly Tax	PAYE	FPO		Y		293.00		293.00 HMRC
Oct							67,184.08	1,779.63	78.71	1,700.93
Opening Balance							65,404.45	0.00		0.00