



# THAXTED PARISH COUNCIL

Community Information Centre  
7, Town Street, Thaxted,  
Dunmow, Essex, CM6 2LD  
Tel: 01371 831952.  
email: [clerk@thaxted.co.uk](mailto:clerk@thaxted.co.uk).  
web: [www.thaxted.co.uk](http://www.thaxted.co.uk)

## MINUTES OF THE COUNCIL MEETING OF THAXTED PARISH COUNCIL HELD ON THURSDAY 4<sup>th</sup> February 2021 at 8 pm VIA Zoom

In accordance with the Coronavirus Act 2020, c. 7, Part 1, Local authority meetings, Section 78 – Members are permitted to be present and attend a meeting without being present in the Council Chamber or together in the same place - extract from this Act reads: “The provision which may be made by virtue of subsection (1)(d) includes in particular provision for persons to attend, speak at, vote in, or otherwise participate in, local authority meetings without all of the persons, or without any of the persons, being together in the same place.”

**Present:** Councillors: T Frostick (Chairman), A Frater (Vice Chairman) V Knight, J Spencer, A Howells, R Williams, R Barrington (arrived at 20:11) , A Wattebot

Also Present: Dena Ludford (Clerk & RFO)  
Richard Haynes from the Neighbourhood plan group  
0 members of the Public

### 19/20.750 APOLOGIES FOR ABSENCE

County Cllr S Walsh  
District Cllr Martin Foley  
Cllr's D Morgan, C Michael

### 19/20.751 DECLARATION OF INTERESTS

To receive declarations of interest in items on the agenda

### 19/20.752 PUBLIC REPRESENTATIONS

None received

### 19/20.753 REPORTS FROM DISTRICT COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED

Cllr Mike Taylor reports on the latest updates in relation to the local plan and its call for sites, the next cohort included biodiversity and local economy and Cllr Taylor is very pleased that so many Thaxted residents are taking a keen interest. The covid-19 vaccine situation appears to be going well, the surgery are taking a pragmatic approach and there is a relative shortage in north Uttlesford, we are now administering group 4 which includes age 70 or older and clinically extremely vulnerable, Cllr Taylor has offered to take calls in relation to those who feel nervous to contact the surgery as they are incredibly busy and is happy to take calls.

### 19/20.754 REPORTS FROM COUNTY COUNCILLORS ON MATTERS RELATING TO THE PARISH OF THAXTED

See attached

### 19/20.755 MINUTES

RESOLVED To APPROVE and DIGITALLY sign as a correct record the minutes of the Council meeting held on 7<sup>th</sup> January 2021

### 19/20.756 COMMITTEE MINUTES

To **NOTE** the minutes of the Finance & Assets committee held on the 21<sup>st</sup> January 2021

#### 19/20.757 PLANNING

*During the planning section of any full council meeting, a member/member's of the Neighbourhood Plan delivery group, (if present) will be invited to join the council table for participation, one vote may be cast in accordance to the Committee's terms of reference.*

*To better support the response of planning applications through the Parish Council during the Covid-19 pandemic, the Clerk shall inform all members of applications received, invitation to comment will be presented through email, where all responses will be collated, The Clerk, together with the Chairman of the Planning Committee will formulate the majority response to the District Council Planning Portal. In the event of any new dwelling application, a decision to hold a remote zoom meeting will be made at the discretion of the Chairman of the Council.*

I. UTT/21/0167/HHF

PROPOSAL: Proposed loft conversion with side and rear dormers and internal alterations.

LOCATION: Cornavon Cottage Magdalen Green

**RESOLVED to SUPPORT**

II. UTT/21/0259/PAQ3

Prior Notification of change of use of agricultural building to 1 no. dwelling | Building At Woodhams Farm Cutlers Green Lane Thaxted Essex

**Whilst this is not a planning application it is in fact a prior notification. The Parish council RESOLVED to unanimously OBJECT this is not a change of use. The changes needed to make it a habitable dwelling are so significant that it cannot meet the requirements set out in the permitted development Order. We would expect a new planning application for an additional dwelling. We would however also object to the development of a new house on the basis that it would be contrary to both policy S7 in the Local Plan and policy TX LSC4 of the Thaxted Neighbourhood Plan.'**

#### 19/20.758 TO RECEIVE A REPLY IN CONNECTION TO THE REASON WHY UTTLESFORD DISTRICT COUNCIL HAVE A QUANTITY OF UNDETERMINED AND OUTSTANDING PLANNING APPLICATIONS FOR THAXTED, AS TAKEN FROM OUR LAST AGENDA.

The clerk reads an email from Gordon Glenday and will continue to seek clarity as we progress with this.

#### 19/20.759 5 YEAR LAND SUPPLY AND HOUSING TRAJECTORY

To **NOTE** the 5 year land supply

Uttlesford have recently reassessed their land supply, there is now a 3.11 year land supply so this would have had a significant effect on our neighbourhood plan, there is a two year window where this is significant and there is around a 3 week opportunity for us to fall heavily on our NP.

#### 19/20.760 LOCAL PLAN CONSULTATION

Cllr Frostick and Howells both attended a forum last night in connection to the local plan. The Call for sites is being considered around the 1<sup>st</sup> April where more information will be decimated from this.

#### 19/20.761 CREATION OF A NEW WORKING GROUP

The Chairman reports that Ian Stewart has stepped down from the council and we wish him well in his endeavours, Ian still remains a member of the CLT in a personal capacity. As such, this resignation has resulted in a vacancy on the Parish Council and left an opening on a committee. The Clerk has advertised the vacancy via the usual channels and the closing date for registered interests is in fact today, from this point on a co-option notice will be displayed. After some discussion it is decided that the following committee amendments will take place.

a) **RESOLVED** To create a **COMMITTEE** of the **COUNCIL** (not a working group) with delegated powers, to deal with all related matters in connection to the local plan consultation process. This committee would include no more than two external council members.

b) Cllr Frostick proposed to elect Richard Haynes and chairman, seconded by Cllr Williams  
**RESOLVED to APPOINT** Richard Haynes as Chairman

**RESOLVED** to **APPOINT** Cllr Andy Frater as Vice Chairman

All councillors are members of the committee and may attend meeting at their will.

Core Working committee members are: Cllr A Frater, Cllr R Barrington, Cllr Spencer

This action **DISSOLVES** the committee which was created and resolved in October 2020 known as the Thaxted Development Committee. The new committee name will be the '**Thaxted Local Plan Committee**'

#### **19/20.762 SOLAR FARM**

a) To review the new near neighbours letter for further consultation

b) It is **RESOLVED** to for the Clerk to contact the developers with a proposed meeting date of **25<sup>th</sup> February** for a 7:30pm start time, the Clerk asks the chairman of the Planning committee if this date finds favour with the developers if it would be possible to hold a planning committee meeting on this date also, Cllr Spencer is happy to host this should the need arise.

#### **19/20.763 LOCAL HERITAGE LIST FOR UTTLESFORD DISTRICT**

To consider items for inclusion on the local heritage list within the parish of Thaxted. The clerk will contact the department to clarify that the original listing remains.

#### **19/20.764 LAND ENCROACHMENT AT THE CRICKET GREEN**

The last action was for Cllr Knight & Morgan to chat offline however due to matters beyond our control we have not been able to achieve this.

We are in a position that the Cricket club have the benefit of occupation and have granted permission for the individual, it is not either parties desire to cause conflict, if however the cricket club are willing to relinquish this portion of land to be 'no longer within their control' then we may create a licence of the land to the other party.

It is **RESOLVED** that The Clerk with assistance from Cllr Knight will create such documents and make contact accordingly with all parties concerned.

#### **19/20.765 FINANCE**

a) To **NOTE** and **APPROVE** the Councils Gross income, expenditure and EMR balances.

b) **TO REVIEW ONLINE PAYMENT FOR APPROVAL**

**RESOLVED** To **DIGITALLY SIGN** and **APPROVE** the online payments as detailed for approval.

#### **19/20.766 DATE OF THE NEXT MEETING:**

Future scheduled meeting will be Thursday **4<sup>th</sup> March 2021** and will remain via the Digital Zoom platform.

To resolve that under the Public Bodies (Administration to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the Public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government act 1972.

#### **19/20.767 PRE-PLANNING MEETING**

The Chairman discussed the first preplanning meeting that Thaxted Parish Council had been invited to. The parish council remain neutral and will remain so until the planning application comes through the council in the normal manor, this stance was clear and accepted by Uttlesford and the committee and developers. The Chairman reads a list of suggestions made on behalf of the Parish Council, which has given the developers some food for thought, this is in combination to the policies already in the neighbourhood plan.