

**MINUTES OF THE PARISH COUNCIL MEETING OF THAXTED PARISH COUNCIL HELD ON
THURSDAY 4th OCTOBER 2018 AT 08:00 PM IN THE GUILDHALL**

Present: Councillors: T Frostick (Chairman), V Knight (Vice Chairman), W Brazier, A Howells, D Morgan, A Frater, J Spencer, R Williams.

Also Present:

District Cllr Martin Foley

Dena Ludford Parish Clerk 3 members of the public

17/18.304 APOLOGIES FOR ABSENCE

Cllr's: J Miller, A. Wattebot, I Stewart

County Cllr: S Walsh

District Cllr: J Freeman

17/18.305 DISCLOSURE OF INTERESTS

None Received

17/18.306 PUBLIC SPEAKING TIME

Cllr Brazier spoke as a public speaker in connection to Bolford street hall and the amount of Dogs mess in and around the graveyard and windmill as access through Bolford street hall. The Clerk will discuss this matter as part of the clerks report.

A resident wishes to speak on the matter of Claypits development, the speaker is of the opinion that the response from UDC planning was floored in a way which did not take in to account the NP or Parish Councils comments. The other point is that the development application wishes to use the access road; a number of objections could be avoided if the entrance were to be made via the coach park.

17/18.307 DISTRICT COUNCILLOR REPORTS ON MATTERS RELATING TO THE PARISH OF THAXTED

Cllr M Foley's report Appendix A (and associated SSE documents which will be available upon request).

17/18.308 COUNTY COUNCILLOR REPORTS ON MATTERS RELATING TO THE PARISH OF THAXTED

None Received

17/18.309 MINUTES

RESOLVED To **APPROVE** and sign as a correct record the minutes of the Parish Council meeting held on **6th SEPTEMBER 2018**

17/18.310 PLANNING APPLICATIONS

a) To consider and comment on the following planning applications:-

i) APPLICATION NO. UTT/2440/FUL

PROPOSAL: Proposed conversion of stable and garage block to 1 No. Dwelling

LOCATION: The Borough Bolford Street

RESOLVED to **SUPPORT** on the condition that the south west elevations remain exposed and never covered or rendered in any way.

ii) APPLICATION NO. UTT/18/2421/FUL

PROPOSAL: Proposal erection of two storey dwelling with associated landscaping and remodeling.

LOCATION: Potters Cottage Bardfield Road

RESOLVED to **OBJECT** on the following grounds:

Thaxted Parish Council consider this application to be overdevelopment, lack of amenity, parking, highways & vehicle access. This remains an incredibly dangerous entrance, positioned near a blind corner. Thaxted Parish Council consider this to be overbearing in addition it would appear that there is no listed building application attached for this site, The Parish council wish to draw this matter to the attention of the officer in order to rectify this oversight.

b) THAXTED NEIGHBOURHOOD PLAN

Appendix B

17/18.311 CLAYPITS DEVELOPMENT

The Chairman attended the Planning committee meeting which is available to listen to on the Uttlesford website. This item followed a large application from Canfield where residents filled the room. The chairman opened this item and took comments firstly from District Cllr John Freeman who spoke in detail about the path, as did a second speaker, I presented on behalf of Thaxted Parish Council and tried to squeeze in everything of importance, however, the Committee made the decision to accept this applications, the conditions of this application was under the condition of the site lines, the first metre is Highways. Richard Haynes offered the following advice: Sightlines are determined by the speed of traffic, the specific application forms over our land, in addition to this should they have served notice. Judicial review is too expensive, they have ignored the NP. The chairman also made comments that the footpath has not been signed off and the application cannot amend what is not made by law, the footpath is a private matter and the applicant must remain mindful of this. The Chairman is asking for our District Councillors to ask for the planning office to employ additional resources, District Cllr Martin Foley is happy with this in mind.

Cllr Knight ask if we could be permitted to write to the developers and ask for them to demonstrate the sightlines.

RESOLVED in the first instance to write to Sworders (agent to the applicant with applicant cc'd) and to permit clerk and chairman to have discussions with the land owner if/when this is requested.

17/18.312 FINANCE

To note Council income and expenditure as follows:

a) Expenditure

To agree Council gross expenditure from 1st – 31st August 2018 as follows:

i) Co-operative Current A/c	£153.77
ii) Co-operative (Guildhall) A/c	£Next Month
iii) Petty Cash	£0
iv) Lloyds	£9546.97
v) Lloyds Direct Interest (New)	£0
V1) Petty Cash	£0.00

b) Income

To note Council gross income from 1st – 31st August 2018 as follows:

i. Co-operative Current A/c	£174.70
ii. Co-operative (Guildhall) A/c	£Next Month
iii. Petty cash	£0
iv. Lloyds	£769.50
v. Lloyds Direct Interest (New)	£10.02

The Clerk has requested to bring to full council a full report on income and expenses for the year to date to mitigate any risks associated with a recent software error as discovered by the clerk and Cllr R Williams. The Chairman thanked both the clerk and Cllr Williams for their due diligence and agrees to bring this to the next meeting.

c) To Review on line payment for Approval

RESOLVED to sign and Approve the payments as detailed

d) Lloyds Business Debit Card

To Note the clerk is now in receipt of the approved Lloyds debit card.

The clerk request permission to bring to the next meeting the revised Financial Regulations to reflect this change. Unanimously agreed.

17/18.313 NOTICE OF CONCLUSION OF AUDIT

To Note the Publication of the notice of the conclusion of audit of Thaxted Parish Council for the annual governance & Accountability Return for the year ended 31st March 2018

17/18.314 THE MEMORIAL SHELTER NEWBIGGIN STREET

There has been no movement with regard to raising any funds in connection to this.

No Resolution can be made. This item will return to the November meeting.

17/18.315 VILLAGE GREEN

A verbal report was received From Cllr Knight with the explanation of the new lease break clause and positive obligations including a rent review which was outstanding from last year, and draft documentation was available to view to ratify all matters connected to the application of the village Green which the clerk and vice Chairman are in the process of.

RESOLVED to Authorise the Clerk and One Councillor to sign the Lease upon instruction by our solicitors.

RESOLVE the formal lease and associated rental costs at £1085 PA proposed by Cllr Morgan seconded by Cllr Williams.

17/18.316 TR1 AUTHORISATION (WELLY BOOT WOOD)

RESOLVED to permit the chairman to write a letter of thanks to the donators of this land.

The council are in agreement that the traffic reduction element discussed today will be placed on the next highways agenda.

17/18.317 TWINNING SOCIETY

To note this item was paused by this council on the 3rd May 2018.

RESOLVED that Cllr Andrew Frater is happy to represent the council.

17/18.318 CLERKS REPORT

To receive an update from the clerk on matters connected to the council.

It is agreed that the matter of the dog bins will be brought back to the open spaces committee

17/18.319 DATE OF THE NEXT MEETING

The next meeting will be the PARISH COUNCIL meeting on **NOVEMBER 8th 2018** at Thaxted Guildhall at 8:00pm.

To resolve that under the Public Bodies (Administration to Meetings) Act 1060 (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.

17/18.320 LAND AT BARDFIELD ROAD

Resolved to agree the appointment of a planning consultant to take forward this site. And to Authorise the clerk and chairman to take this matter forward on behalf of Thaxted Parish Council and report back with relevant update when necessary.

17/18.321 LAND AT TELEPHONE EXCHANGE

To receive a verbal report from the clerk in connection to the request from the land owner of this site to negotiate a purchase of a small area of the adjoining land.

RESOLVED To approve that the clerk may progress with this matter, as detailed in today's verbal report and provide updates where necessary. Proposed by Cllr Williams seconded by Cllr Morgan.

17/18.322 THAXTED PARISH COUNCIL A WAY FORWARD

A verbal report from the Chairman regarding future plans and aspirations for the Council and Councillors.

**MINUTES OF THE PARISH COUNCIL MEETING OF THAXTED PARISH COUNCIL HELD ON
THURSDAY 6th SEPTEMBER 2018 AT 08:00 PM IN THE GUILDHALL**

Present: Councillors: T Frostick (Chairman), V Knight (Vice Chairman) A. Wattebot, W Brazier, A Howells, D Morgan, J Miller, A Frater, J Spencer, I Stewart

Also Present: Dena Ludford Parish Clerk 4 members of the public

17/18.304 APOLOGIES FOR ABSENCE

District Cllr Martin Foley
District Cllr John Freeman
County Cllr Simon Walsh
Cllr Ray Williams

17/18.305 DISCLOSURE OF INTERESTS

None received

17/18.306 PUBLIC SPEAKING TIME

A representative of the public wished to Thank the Clerk for her support in recent weeks in connection to the recent flooding at the Tanyard. Essex County Council has been contacted as has Cllr Walsh. Cllr Knight asked where the water is coming from, this is coming straight down Weaverhead lane, another public speaker recollects this being brought to the builders attention, Cllr knight remembers this as there being a proposition to add three tanks which was not done due to the fact that there would be a requirement for road closures.

The Chairman requests that the clerk research the old letters which relate to this matter and perhaps lobby the district Cllrs to become involved.

17/18.307 DISTRICT COUNCILLOR REPORTS ON MATTERS RELATING TO THE PARISH OF THAXTED

None Received

17/18.308 COUNTY COUNCILLOR REPORTS ON MATTERS RELATING TO THE PARISH OF THAXTED

None Received

17/18.309 MINUTES

RESOLVED To **APPROVE** and sign as a correct record the minutes of the Parish Council meeting held on **2ND AUGUST 2018**

17/18.310 COMMITTEE MINUTES

RESOLVED To **APPROVE** the minutes of the planning committee held on the 16th August 2018
To **NOTE** the minutes of the Personnel and IT committee held on the 16th August 2018

17/18.311 PLANNING APPLICATIONS

a) To consider and comment on the following planning applications:-

i) APPLICATION NO. UTT/18/2057/HHF

PROPOSAL: Demolition of existing 1800mm high front boundary wall and erection of replacement front boundary wall of 1000mm height with woven willow fence to give total boundary wall height of 1800mm

LOCATION: 18 Bolford Street Thaxted

RESOLVED to **SUPPORT** the application

ii) APPLICATION NO. UTT/18/2256/FUL & UTT/18/2175/LB

PROPOSAL: Section 73A Retrospective application for amendments to previously approved application UTT/1004/95/FUL including the addition of a timber framed enclosure, changes to doors, fenestration and roofing, installation of paving and decking. Proposed replacement of Velux roof lights to conservation roof lights. (**LB Retention of amendments to previously approved application UTT/1005/95/LB including the addition of a timber framed enclosure, changes to doors, fenestration and roofing. Internal alterations including rearrangement of access from snug to utility room, removal of partition enclosure, adjustment of partition arrangement through hall, substitution of internal door opening and variation of partition to create ensuite. Proposed replacement of Velux roof lights to conservation roof lights.**)

LOCATION: The Barn Boyton End

RESOLVED to **MAKE NO COMMENT** to this application

b) THAXTED NEIGHBOURHOOD PLAN

There is nothing further to report until we hear from the Examiner.

The Sampford Road development is due to go to Committee on the 24th October 2018.

The Chairman wishes to thank Both Peter Neal and Richard Haynes for their support and setting up the Meeting with Uttlesford in connection to this application.

CLlr Brazier is happy to attend this meeting.

17/18.312 VOLUNTEERS GET TOGETHER

A wonderful day was had by all and thanks to Alan, Alison and the Clerk along with many other people who contributed to this event, everyone had a wonderful time. Full recognition will be publicised in the forthcoming Parish Council newsletter as there are simply too many people and organisations to thank.

17/18.313 FINANCE

To note Council income and expenditure as follows:

a) Expenditure

To agree Council gross expenditure from 1st – 31st July 2018 as follows:

i) Co-operative Current A/c	£370.66
ii) Co-operative (Guildhall) A/c	£177.58
iii) Petty Cash	£0
iv) Lloyds	£243,785.71
v) Lloyds Direct Interest (New)	£0
V1) Petty Cash	£38.49

b) Income

To note Council gross income from 1st – 31st May 2018 as follows:

i. Co-operative Current A/c	£2459.97
ii. Co-operative (Guildhall) A/c	£215.00
iii. Petty cash	£0
iv. Lloyds	£4354.76
v. Lloyds Direct Interest (New)	£235992.21

c) To Review on line payment for Approval

d) Lloyds Business Debit Card

RESOLVED To **APPROVE** and sign the Lloyds application for the Clerk & RFO to hold a Business Debit card, for and on behalf of Thaxted Parish Council for the sole use of Thaxted Parish Council payment.

17/18.314 THE MEMORIAL SHELTER NEWBIGGIN STREET

RESOLVED to **APPROVE** the removal of the roof and the securing of the three remaining sides of the Memorial Shelter.

CLlr Brazier will make contact with a local professional woodworker for a final quote for a suitable roof and return this item to full Council in October 2018.

17/18.315 MEMORIAL BOARD

To further determine the ownership/responsibility/Custodianship of the Memorial board

Upon conclusion, To Future **APPROVE** the clerk to liaise directly and make necessary arrangement for repairs and bring the details of such back to the October full Council meeting.

After much discussion it is **RESOLVED** that the ownership of the Memorial Board remains in the custodianship of the Parish Council and all monies precured in connected to this will be ringfenced and held by the Parish Council. Any works which are required in terms of maintenance is to be approved under Thaxted Parish Councils financial Standard order and we welcome the support of the British Legion. Proposed by CLlr Knight seconder CLlr Brazier, unanimously agreed. The Clerk has been instructed to insure this item with immediate effect with a value of circa £20,000,

17/18.316 TR1 AUTHORISATION (WELLY BOOT WOOD)

RESOLVED To **AUTHORISE** CLlr Terry Frostick to sign and the Clerk Dena Ludford to Witness the TR1 in connection to Welly Boot Wood

Proposed by CLlr V Knight seconded by CLlr R Morgan, unanimous agreed

17/18.317 CLERKS REPORT

To receive an update from the clerk on matters connected to the council.

Training Policy

To ~~AGREE & APPROVE~~ the New Training Policy for Thaxted Parish Council (Not required as previously resolved)

17/18.318 FOUNDATION LEVEL ACHIEVEMENT CRITERIA

RESOLVED To **APPROVE** and **CONFIRM** that Thaxted Parish Council have achieved the following items as Foundation Level Criteria.

1. Its standing orders and financial regulations
2. Its Code of Conduct and a link to councillors' registers of interests
3. Its publication scheme
4. Its last annual return
5. Transparent information about council payments
6. A calendar of all meetings including the annual meeting of electors
7. Minutes for at least one year of full council meetings and (if relevant) all committee and sub-committee meetings
8. Current agendas
9. The budget and precept information for the current or next financial year
10. Its complaints procedure
11. Council contact details and councillor information in line with the Transparency Code
12. Its action plan for the current year
13. Evidence of consulting the community
14. Publicity advertising council activities
15. Evidence of participating in town and country planning

17/18.319 FOUNDATION LEVEL ACHIEVEMENT CHECK LIST

RESOLVED To **APPROVE** and **CONFIRM** that Thaxted Parish Council have achieved the following items as a Foundation Level Check list.

16. A risk management scheme
17. A register of assets
18. Contracts for all members of staff
19. Up-to-date insurance policies that mitigate risks to public money
20. Disciplinary and grievance procedures
21. A policy for training new staff and councillors
22. A record of all training undertaken by staff and councillors in the last year
23. A clerk who has achieved 12 CPD points in the last year

17/18.320 DATE OF MEETING CHANGE'S

RESOLVED To **APPROVE** a date of meeting change from the advertised 1st November 2018 full council meeting to the 8th November 2018

RESOLVED To **APPROVE** a date of meeting change from the advertised 15th November 2018 for the Highways Committee meeting to the 22nd November 2018

RESOLVED To **APPROVE** a date of meeting change from the advertised 15th November 2018 for the Planning Committee meeting to the 22nd November 2018

17/18.321 DATE OF THE NEXT MEETING

The next meeting will be the PARISH COUNCIL meeting on **OCTOBER 4TH 2018** at Thaxted Guildhall at 8:00pm.

To resolve that under the Public Bodies (Administration to Meetings) Act 1060 (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.

17/18.322 OPERATION LONDON BRIDGE

To discuss the details behind this and Thaxted Parish Councils involvement – an agreement was formulated and will be held securely in the office for implementation when needed.

Closed at 21:11

Chairmans Signature

Cooperative Current Bank A/c

Payments made between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
31/08/2018	Affinity water	DD	29.09		4.85	4219	101	24.24	clarance house water
31/08/2018	Affinity water	DD	124.68		20.78	4304	101	103.90	Affinity water
Total Payments:			153.77	0.00	25.63			128.14	

Cooperative Current Bank A/c

Receipts received between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
hire	Banked: 31/08/2018	100.00						
hire	bump in the night	100.00			1240	601	100.00	hire
hire	Banked: 31/08/2018	-100.00						
hire	bump in the night	-100.00			1240	601	-100.00	correction wrong account
cic	Banked: 31/08/2018	174.70						
cic	Cash - CIC	174.70		16.60	1210	401	158.10	donations/sales
Total Receipts:		174.70	0.00	16.60			158.10	

Direct Savings Lloyds

Receipts received between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
interest	Banked: 31/08/2018	10.02						
interest	bank interest		10.02		1090	100	10.02	bank interest
Total Receipts:		10.02	0.00	0.00			10.02	

Lloyds

Payments made between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
31/08/2018	EDGE it systems ltd	DD	394.08		65.68	4036	101	328.40	EDGE it systems ltd
31/08/2018	Stallard Kane	DD	225.50		37.58	4011	102	187.92	hr & H&S
31/08/2018	Uttlesford District Council	DDR	254.00			4311	301	254.00	car park rates
31/08/2018	Uttlesford District Council	DDR	274.00			4302	101	274.00	toilet rates
31/08/2018	Uttlesford District Council	DDR	528.00			4311	301	528.00	car park rates
31/08/2018	clive knight & co	DDR	130.00			4210	202	130.00	grounds maintenence
31/08/2018	aj lighting	DDR	579.85			4331	302	579.85	lighting contract renewal
31/08/2018	maison	DDR	100.00			4306	101	100.00	hany person
31/08/2018	H. Lowe & Co	DDR	24.93			4220	202	11.98	H. Lowe & Co
						4601	601	3.98	H. Lowe & Co
						4041	101	8.97	H. Lowe & Co
31/08/2018	Dena Ludford	DDR	153.60		25.60	4024	101	128.00	Printerland
31/08/2018	Dena Ludford	DDR	35.00		5.83	4307	101	29.17	the works
31/08/2018	Dena Ludford	DDR	8.99		1.50	4307	101	7.49	outdoor games
31/08/2018	My Communications	DDR	57.38		9.56	4022	101	47.82	telephone & broadband
31/08/2018	clive knight & co	DDR	137.50			4210	202	137.50	grounds maintenance
31/08/2018	A & J Lighting Solutions	DDR	53.28		8.88	4331	302	44.40	maintenance visit & cell replace
31/08/2018	Springwell Nurseries Ltd	DDR	19.10		3.18	4270	205	15.92	compost
31/08/2018	Uttlesford District Council	DDR	40.00		6.67	4405	402	33.33	dog poo bags
31/08/2018	the hundren parishes	DDR	212.50			4405	402	212.50	books for sale cic
31/08/2018	J&M Payroll	DDR	2,898.03		5.83	4000	101	2,065.84	salary Tax & NI & Pension
						4001	101	393.81	salary Tax & NI & Pension
						4002	101	403.38	salary Tax & NI & Pension
						4004	101	29.17	salary Tax & NI & Pension
31/08/2018	EALC	DDR	100.00			4010	101	100.00	clerk training
31/08/2018	Dena Ludford	DDR	33.89		5.65	4307	101	28.24	drinks for volunteers party
31/08/2018	electric websites	DDR	204.00			4403	403	204.00	various web updates
31/08/2018	Power Rod	DDR	2,102.40		350.40	4305	101	282.40	Power Rod
						320		-282.40	Power Rod
						6000	101	282.40	Power Rod
						4305	101	1,469.60	Power Rod
31/08/2018	Phil Field	DDR	560.00			4210	202	560.00	grounds maintenence
31/08/2018	outdoor jack	DDR	375.50			4210	202	375.50	invoice 259

Subtotal Carried Forward:

9,501.53

0.00

526.36

8,975.17

Lloyds

Payments made between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
31/08/2018	Dena Ludford	DDR	45.44			4023	101	45.44	memorial books
31/08/2018	Dena Ludford	DDR	36.99			4307	101	36.99	garden games
Total Payments:			9,583.96	0.00	526.36			9,057.60	

Lloyds

Receipts received between 01/08/2018 and 31/08/2018

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
donatins	Banked: 31/08/2018	202.00						
donatins	donatins	202.00			1301	101	202.00	vounteers raffle
grant	Banked: 31/08/2018	100.00						
grant	stansted airport trust	100.00			1301	101	100.00	grant for party
market	Banked: 31/08/2018	430.00						
market	Market Rent	430.00			1230	501	430.00	market rent
	Banked: 31/08/2018	37.50						
	Thaxted PCC	37.50			4025	101	37.50	Thaxted PCC
Total Receipts:		769.50	0.00	0.00			769.50	

After speaking to Thaxted Parish Chairman and Cllr David Morgan who could not attend the SSE /Town and Parish meeting on Wednesday night.

I attach the SSE Executive Report which was discussed in detail.

Below is also a few notes covering the main points of a letter which will be sent to Roger Harborough today.

At the SSE Parish & Town Council Liaison Meeting last night (the best attended such meeting ever with standing room only) SSE presented the outline/'work-in-progress' version of the slide presentation which SSE had been hoping to give to the Planning Committee. It would be fair to say that there was widespread disappointment that SSE would not be making a presentation along these lines to the Planning Committee. However, SSE's reasoning for not doing so in the absence of the officer's report was fully understood and widely supported.

It was also recognised that there was an upside to SSE's decision since there was now nothing to stop the officers report being published straight away. This would at least enable those speaking on behalf of Parish & Town Councils, and the general public, to be able to structure their 3-minute slots by focusing on particular aspects of the officers report. There would also be a major benefit for members of the Planning Committee who would now be able to have the officers report in front of them during the public speaking sessions. They would therefore be able to relate to the points being made including any references quoted in the public speaking sessions. The converse is, of course, also true – i.e. in the absence of the officers report speakers could end up raising points which bore no relation to the report and members of the Planning Committee would have nothing in front of them to help them 'navigate' the points being made. Both sides would be operating blind.

By leaving the field and thus enabling the officers report to be published straight away, SSE has at least improved the opportunity for Parish & Town Councils and the general public to make meaningful and relevant contributions, as well as now providing members of the Planning Committee with a better opportunity to understand the point being made in the context of the officers report.

A suggestion was made last night which has been put to UDC planning department this morning. The suggestion was to initially publish a 'Draft Officer's Report' with their provisional recommendations – and to do this straight away. This would provide a basis for meaningful and relevant public comments (and an SSE presentation). It would also help guide members of the Planning Committee through the public speaking sessions. And it would be a clear demonstration that officers were still in 'listening mode'. When the public speaking sessions had run their course, officers would then have an opportunity to reflect on the points made including any new evidence emerging before publishing their final report and recommendations.

At time of writing there has been no response from UDC Planning Department.

Stansted Airport planning application.

Important Update....

Uttlesford District Council

Enhanced consultation arrangements have been put in place in relation to the Stansted Airport planning application.

Uttlesford District Council's Planning Committee was due to determine the planning application - which seeks to raise the current cap on the number of passengers the airport is permitted to serve from 35 million passengers per annum (mppa) to 43mppa - at a special meeting on 17 October. It has now been agreed to move this to Wednesday 14 November.

This will enable the additional public speaking sessions to take place in the context of officers' published assessment of the proposals. These will now be taking place, on:

Tuesday 6 November- 10am-1pm

Wednesday 7 November- 2-5pm

Wednesday 7 November- 6-9pm

These sessions will allow members of the public more opportunity to express their views on the application directly to representatives of the Planning Committee. They are not an official Planning Committee meeting; all elected committee members have been invited to attend and listen to the comments made. A supplementary report for the Committee, summarising the supplementary representations, will be prepared by officers on the matters raised during the public speaking.

Like Planning Committee meetings, the sessions will also be recorded and broadcast live through www.audiominutes.com/udc.

Each public speaking session will be allocated on a first come, first served basis. Each slot is for 3 minutes, mirroring Planning Committee rules. People can only register to speak once, and cannot register multiple people in that request.

To register to speak at one of the additional public speaking sessions please email stanstedairportplanningapplication@uttlesford.gov.uk or call the council on 01799 510468, during opening hours, with the following details:

What day you would like to speak on, or don't mind

Your preferred public speaking session (morning on 6 November; afternoon or evening on 7 November)

Whether you support or object to the proposals, or would like the opportunity to just comment

Whether you would like to speak on a specific item or make general points

Whether you are representing yourself or a group

Your contact details

The closing date to request a slot is noon on Monday 5 November.

You can also register to speak at Planning Committee, but a very limited number of slots are available. Please use the same contacts as for the public speaking sessions. You will be asked whether you will express support or objection to the proposals. Registration to speak at the Planning Committee closes at 2pm on Tuesday 6 November, but you should do so as early as possible.

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THAXTED NEIGHBOURHOOD PLAN STEERING GROUP REPORT FOR PARISH COUNCIL MEETING 04.10.18

Draft Plan Update

Our plan has now been examined; Mr Tony Burton the examiner provided his draft report to the UDC, the Parish Clerk and ourselves about two weeks ago.

Uttlesford District Council and the Parish Council were asked by the examiner to review his report and check for errors and omissions but should not raise any substantive changes/issues. Uttlesford District Council and the Parish Council were requested to respond to the draft report by 24th September.

The examiners draft report was circulated to all members of the NP Steering Group and the Parish Council chairman and vice-chairman for their comments

The report was generally positive about our Plan but the examiner asked for certain changes to be made to some of the policy wording and additions made to the supporting text. The examiner justified his amendments to the wording of certain policies by stating that they did not meet the Basic Conditions and were not consistent with the NPPF.

Comments were received from some members of the Steering Group and Parish Council chairman and vice-chairman which included some 'typo' errors and also concern that certain of the Landscaping, Heritage and Housing policies had been somewhat diluted and considered that some of the intent/meaning of the policy may have been lost

Uttlesford planners and Rachel Hogger also noted there were some 'typo' and grammatical errors in the draft report and also some policy wording amendments that they considered were 'errors'.

The UDC sent their and our comments to the examiner on 24th September.

The examiner provided his final report on 28th September with copies sent to the UDC, the Clerk and us. His report has taken on board some of the comments we made on his draft but disappointingly certain of the key policies remain amended.

The examiner has confirmed that subject to the modifications recommended in his report, our plan can proceed to referendum.

The next step is to meet with Uttlesford Planners and Rachel Hogger to discuss the report and agree the way forward to a referendum.

The UDC will organise the referendum and fund the costs thereof, however the Steering Group will need to have hold an exhibition/information event in the village for residents to ask any further questions or clarifications required on the NP.

We have already received funding for this event and any associated advertising costs.

The referendum is likely to take place at the end of December or early in January.

Peter Neale 02.10.18

Decision or Summary	Action	Outcome
To update the Council, the incident of crime which was reported in connection to both parish council assets and other has been dealt with by the clerk as instructed. The CR order was signed, and all concerned will be subject to this as a binding agreement. Due to the age of the persons involved this will remain confidential.	To Note	Completed with PC Gemma Edwards PC 42074885
To Note the newsletter has gone to print, the costs were far cheaper than the clerk spending days running prints and the quality of the print exceeds anything we could have produced.	To Note	
<p>The Bullring at Thaxted. The following reported problems are being addressed by ECC:</p> <p>The (period style) street light failed. state of the footpath. The footpath/paved area on the Bullring nearest the Cottages has sunk to an extent that it is an obvious hazard in an area of approximately 2sq m. There has been no repair to either.</p> <p>There are also a series of cast iron bollards adjoining the highway There are 4 that have served their purpose in that there have been collisions that have removed / snapped of the cast iron work. These 4 are in very obvious need of replacement. They have been damaged, and not replaced over approximately a 3year period.</p> <p>County Cllr Simon Walsh has been contact in connection to all.</p>	To Note	
At Cllr Wattedbott's request The Clerk wrote to County Cllr Simon Walsh and as a result of this the area at Brick End, Broxted CM6 2BJ, having heard from the Asset Management team and it appears there is some good news; this particular section of road has been identified for a machine surfacing treatment in the 19/20 programme.	To Note	
<p>Thaxted Parish Council has a number of pre schedule conferences and events upcoming: To Note: The clerk attends Essex Equals 27 on 11th October, The Clerk & Chairman are attending the Parish Forum meeting 15th October, The Clerk attends Safeguarding certified training Level 3 16th October, we have an Annual Health & Safety visit 23rd Nov. The clerk & Chairman are attending the NALC awards ceremony (The clerk is nominated for Clerk of the Year) 30th October, The clerk is Now the registered Go To person for any matter related to CSE (The champion role came at no cost to the council) The clerk will attend the annual forum on 7th November.</p> <p>The chairman of Highways has been invited to the highways briefing on the 7th Nov. The Clerk will be attending the police & fire commissioners' event on the 20th November</p>	To Note	
In addition to The Fence at Margaret street gardens being repaired, a large pile of debris and rubbish has also been removed from this site.	To Note	
The Clerk has instructed UDC to provide a quantity of official night time visible signage in connection to the recent uplift of dog fouling within our area. This is a Trial and all nominated places which currently have signage, are suggested. There is a request for additional dog bins to be placed in new areas which have a cost to the council and should be placed on the finance agenda if the clerk is unable to receive a response from UDC for their management programme to tackle.	To bring to finance committee meeting	