

FELSTED PARISH COUNCIL

Minutes of the 1008th Meeting held on 6 August 2014

at 7:30 pm in the URC Hall.

Present: Councillors Alan Thawley (Vice Chairman), Andy Bennett, Richard Freeman, Nicholas Hinde, Kay Milford, John Moore, Caroline Scott-Bowden and Chris Woodhouse.
District Councillor Felton and 15 members of the public were also present.

14/72 **Apologies for Absence and Declarations of Interest.**

Apologies had been received from Councillors Graham Harvey, Fiona Hitchcock and Peter Rose, District Councillor Stephanie Harris and County Councillor Simon Walsh.

There were no Declarations of Interest.

Everyone present observed a period of silence in memory of Ron Harvey who had recently passed away. Mr Harvey, who had lived in Felsted all his life, had taken an active part in many aspects of village life and had been a Parish Councillor for 25 years.

14/73 **Public Forum.**

73.1 Playing Field shrub borders – It was agreed that the Clerk would arrange for these to be trimmed.

Clerk

73.2 Byway 64 – Members noted that certain members of the public felt that the works to this byway had greatly improved the usability and that the surface should be retained (see Item 14/83.2 below).

73.3 Planning application for beer garden at The Swan Public House – The Assistant Clerk informed the public that comments could now be made up to 28 August and that District Councillor Felton had agreed to 'call in the application' if required, to ensure that any decision was made by the UDC Planning Committee rather than UDC Officers. Members noted that local residents had employed a Planning Consultant to assist them with their objections to the proposal.

14/74 **Minutes of the Meeting held on 2 July 2014**

At the request of Councillors Freeman and Bennett, the Clerk had added two sentences to the Draft Minutes (at the end of Items 14/62 and 14/69.1 respectively). With these additions the Minutes were approved and signed by the Chairman.

14/75 **Matters arising from the last meeting**

75.1 First Aid course (Item 14/54.4) – Members were pleased to note that the Clerk had passed the course and a Certificate had been issued.

75.2 UDC Winter Salt bag scheme and provision of sandbags (Item 14/55.1) – The Clerk informed members that orders for both of these schemes had been approved and they would be delivered late September/October.

75.3 Playing field car park (Item 14/57.1) – Members noted that the car park opened on 9 July and also that the regulation white triangles had now been painted on the speed ramps.

75.4 Allotment Tenancy Agreement (Item 14/61) – Members noted that the new Tenancy Agreements had been sent out by the Allotment Society Chairman and the cost involved had resulted in a request for further funds towards expenses (see Item 14/77.1 below)

75.5 Overhanging hedges (Item 14/65.2) – The Clerk informed members that the hedge at Brick House Farm had now been cut back.

75.6 New VAS signs in Chelmsford road and Main Road, Willows Green (Item 14/65.3) – Members studied and agreed the exact locations for these signs, as suggested by the

Uttlesford Highway Panel.

75.7 'Road with no name' at Bannister Green (Item 14/08.5) – The Clerk reported that the revised UDC policy was still being drafted and that no timescale could yet be provided for its adoption.

14/76 **Correspondence**

The list of correspondence was circulated to Councillors (see p8).

76.1 UDC Gypsy and Traveller Accommodation Assessment – Members noted that the Report stated that Uttlesford currently has 17 official pitches (at Flitch Green), 43 private pitches with the relevant planning permission and a further 20 pitches without the necessary permissions. A need for an additional 26 pitches had been identified over the period 2013-2033, 9 of which should be provided by 2018. Members discussed these figures and agreed that the Clerk should query who is occupying the 20 pitches which do not have planning consent and why UDC have not taken Enforcement action to regularise the situation.

Clerk

76.2 Request for Disabled Parking Bay outside doctor's surgery – The Clerk read out a resident's letter requesting a disabled parking bay at the surgery and members discussed the possible positioning at some length. It was agreed that Cllr Hinde would discuss this with the surgery and the advice of the NEPP would be sought. The matter would then be placed on the Agenda for the next Highways Committee meeting.

Cllr Hinde

Highways
Committee

76.3 Letter from resident raising various queries (Notice board at Watch House Green/ Speed camera outside Felsted Primary School/ PC tender process/ PC Public forum/ Parish Plan update/ Use of toilet facilities in shops and pubs) – The Chairman confirmed that all Councillors had seen the letter and that the Clerk would be responding to the queries raised in writing.

Clerk

76.4 Police NAP meetings to be replaced with Local Community Meetings – Members noted this proposal from Essex Police and it was agreed that the Clerk should ascertain how large an area each Community Meeting would cover and how many parish council's would therefore be involved in each meeting. The matter would then be discussed again at the next meeting.

Clerk

76.5 RCCE 'Yellow Fish' project – It was agreed to register an interest in this scheme.

Clerk

76.6 EALC – Vaughtons Council of the Year Award – It was agreed to nominate the Council for this award.

Clerk

14/77 **Finance**

77.1 Payments - The list of payments shown on p9 was approved (with the addition of £296 to the Church Clock repair fund – see Item 14/85.4 below)

77.2 Receipts - Members noted the following receipts: £296 Tour de France camping fees

77.3 Register of Assets – With the assistance of Bryan Grimshaw, the Clerk had established that the area of Bannister Green amounted to 2.47 acres and that under the Charity Commission 'Scheme' for the Crix Green Trust, sealed 29th November 1988, Felsted Parish Council was appointed the "Custodian Trustee and the land and the building thereon is vested in the Parish Council – 0.5 acres". Members agreed a valuation of £350,000 in respect of the Mission Hall and the adjacent cottage. A valuation for Bannister Green and Willows Green Playing Field would be provided by Cllr Woodhouse for the next meeting.

Cllr
Woodhouse

14/78 **Review of Council's Standing Orders and Financial Regulations**

Members noted that Cllrs Thawley and Moore had reviewed and updated these documents but that the amendments needed to be 'typed up'. This would be done in time for the matter to be considered at the next meeting.

Cllrs
Thawley &
Moore

- 14/79 **Playing Field**
79.1 Quotation for rubber surface under baby swings – The Clerk had received a quotation from Sovereign to install a membrane with 40mm rubber mulch on top, under the baby swings at Bannister Green and Willows Green at a cost of £1494.04 plus VAT for each set of swings. They would also supply 5 grass tiles for the Bannister Green play area (to be placed at the bottom of the slide, under the fireman’s pole and under the activity unit) at a cost of £ 218.61 plus VAT. These would need to be fitted by the village attendant. After some discussion it was proposed by Cllr Moore, seconded by Cllr Milford and unanimously agreed to obtain a second quotation for the work and consider the matter again at the October/November meetings when the Precept for next year is being discussed. Clerk
- 79.2 Quotation to replace all the bulbs in the MUGA lights** – The Clerk explained that A & J Lighting Solutions had attended to replace one of the lights but had reported that all 10 lights were likely to need replacing in the near future (because they were all discoloured). Changing all the lights at once would significantly reduce call out charges and the cost of each bulb. The quote to change all 10 bulbs totalled £150 for access equipment plus £34.50 per bulb. It was proposed by Cllr Hinde, seconded by Cllr Bennett and unanimously agreed to replace all the lights at the same time.
- 79.3 Request to cut back playing field hedge adjacent to property in Orchard Close** – Members noted that the hedge had grown significantly since it was last cut back about 3 years ago. It was agreed to obtain an estimate from a tree surgeon to reduce the height of the sycamore tree within the hedge by up to half. It was also agreed that the Clerk would investigate the possibility of having the playing field side of the hedge trimmed using a flail cutter and that neighbouring properties should be informed when this work was being undertaken which would probably be in the autumn.. Clerk
- 14/80 **Quotation to cut down 2 dead trees at Bannister Green**
The Clerk informed members that these dead fruit trees had developed a lean after recent storms. She had arranged for the Electricity company to cut away the top branches which had become tangled in the power wires and then obtained a quotation from Pleshey Tree Services to remove the remainder of the trees. However in the interim, the adjacent householder had removed all of the branch wood and only two 6-8’ high trunks remained. It was agreed that the Clerk would ask the village attendant to cut down these trunks and the neighbour would then remove the wood. Clerk
- 14/81 **Pavilion improvements**
Members were pleased to note that UDC had approved a grant of up to £3,500 towards the cost of this work. The work was scheduled to commence in mid to late September and the contractor had agreed to leave the pavilion in usable condition for the football clubs each weekend during the works.
- 14/82 **War Memorial improvements**
82.1 Cleaning - The Assistant Clerk had obtained a second quotation for cleaning (machine off 2mm and apply cleaning agent) the Memorial at £650. Members considered the 2 quotations and it was proposed by Cllr Moore, seconded by Cllr Freeman and unanimously agreed to accept the lower quotation of £605 from J Day who would steam clean the stone and then apply fungal control. A grant for up to £550 would be available from UDC for this work.
- 82.2 Reconfiguration** – The quotes for this work were still awaited but were expected shortly. It was agreed that the existing plinth would be removed and be replaced with an 18” wide Portland stone plinth at the foot of the existing Memorial. Posts 2-3 feet high (wooden/stone or plastic) would mark each corner with diamond chain between them. The area around the base would then be finished with tarmac. It was suggested that the possibility of moving the disabled parking spaces should be discussed by the Memorial Hall Committee. A/Clerk
- Members were pleased to note that District Councillors Felton and Harris had agreed to contribute £500 (UDC Members Grant) towards this project.

- 14/83 **Tour de France**
83.1 Final Report – The Assistant Clerk reported that all the arrangements for July 7 worked very well and it proved to be a very successful event. Many e-mails of congratulation had been received by the Events Committee (including some congratulating them on making up Byway 64). It was estimated that approximately 10,000 people had been in the village on the day. Many people had walked or cycled meaning that fewer car parking spaces were used than predicted. The Village Events Committee had not yet finalised their accounts but a profit in the region of £10,000 was provisionally anticipated.
 It was agreed that the Clerk should write to the Events Committee thanking them for all their hard work and asking if they would consider reimbursing the Council for the cost of the Big Screen from the profits.
83.2 Making up of Byway 64 near Potash Farm – The Council had received 2 letters of complaint that, contrary to assurances given prior to the work being undertaken, the byway had been completely resurfaced and widened and the entire character altered. Cllrs Harvey and Freeman had met the residents on site to discuss the matter. Complaints had also been received that the new surface (sharp edged builder's rubble) was not suitable for horses. The matter had already been reported to ECC Highways and it was agreed to await their response before taking any further action. It was also agreed to make the Events Committee aware of this potential problem. Clerk
- 14/84 **Neighbourhood Plan meeting on 30 July**
 Cllr Thawley reported that 12 residents attended the meeting along with Michelle and Sarah from the RCCE. All present were willing to take an active role in producing the Neighbourhood Plan and it was agreed that Roy Ramm would take on the role of Chairman of the Steering Group with Richard Silcock as Treasurer and Diane Smith as Secretary. The Council agreed that Cllr Moore would act as its official representative on the Steering Group although a total of 4 Councillors were involved in the project. Cllr Moore
 The next meeting of the Steering Group would take place on 10 September 2014 at 7.30pm.
- 14/85 **Clerk's Matters**
85.1 Website – The Clerk reported that the Working Group had met with Keith Schorah and discussed many details of the proposed website including the provision of a Village Calendar and Links to the websites of other village organisations. It was suggested that Councillors photographs should be included on the website but after some discussion it was agreed that individual Councillors could choose whether or not to have their photograph included. Telephone numbers would however be included.
85.2 Emergency Plan update – The Asst Clerk reported that he was currently discussing the details with Felsted School and would be able to report further at the next meeting. A/Clerk
85.3 Byelaws – The Clerk was delighted to report that she had finally received the approved byelaws from the DCLG. Members noted that it had taken just over 2 years to complete this project. Consideration would now need to be given to signage to publicise the byelaws. Clerk
85.4 Refurbishment of the Church Clock – Members noted that the third quotation was still awaited but that the final cost was likely to be in the region of £6,000. To date £600 had been collected and a request had been sent to the Village Events Committee for a donation from the Tour de France profits. It was proposed by Cllr Freeman, seconded by Cllr Milford and unanimously agreed to donate the TdF camping fees (£296) to the Church Clock Repair Fund. A cheque (number 102090) was accordingly signed.
85.5 NATS Consultation on Stansted Airport flight paths – Cllr Bennett had prepared a draft letter of response to this Consultation and members unanimously agreed to submit this response and thanked him for all the time that he had spent looking into this matter. It was agreed that the Clerk would put the response letter on the website and also circulate it to neighbouring Councils, local schools etc (as before) Clerk
- 14/86 **Planning Decisions and New Applications**
86.1 DECISIONS RECEIVED SINCE PREVIOUS COUNCIL MEETING
 UTT/14/1322/HHF & UTT/14/1323/LB
 Frenches Barn, Frenches Green, Felsted

New outbuilding containing 4 no. stables, hay store & tack room. Listed Building application withdrawn 4 July 2014.
Planning Permission Granted 8 July 2014.

UTT/14/1325/FUL

Sewards Hall Farm, Stebbing Road, Felsted

Replacement dwelling alternative scheme to that under consent UTT/1172/12/FUL.

Permission Refused 15 July 2014. (*"The property and the site have characteristics which are favourable for bats and further survey information is required to establish the presence or otherwise of bats at the property... It is not possible to establish from the submitted information that the proposals would not have a detrimental impact on bats using the site."*)

UTT/14/1375/HHF and UTT/14/1376/LB

Old Post House, Chelmsford Road, Felsted

Proposed demolition and replacement of two storey extension and associated internal alterations.

Application Withdrawn 3 July 2014.

UTT/14/1458/FUL and UTT/14/1460/LB

Bury Farm, Bury Chase, Felsted

Conversion of barn into single dwelling/studio apartment.

Planning and Listed Building Permission Granted 4 July 2014.

UTT/14/1516/FUL

Land South of Station Road (West of 17 Station Road), Felsted

Demolition of existing garage building and erection of 1 no. single storey dwelling.

Permission Granted 11 July 2014.

UTT/14/1539/HHF

Brookfield, Frenches Green, Felsted

Proposed extensions to existing outbuilding to form workshops and garages.

Permission Refused 16 July 2014. (*"The proposal is unacceptable, the application site lies outside of the development limits of any settlement. The extension to the garage/annexe would be vast in scale and would result in an outbuilding that would visually dominate the site and not preserve the openness of the countryside. The proposal by way of height and scale would not respect the scale and design of the adjacent dwelling. The development would be contrary to the ULP policy S7 and GEN2 of the Uttlesford Local Plan (adopted 2005)."*)

UTT/14/1653/HHF

10 Bannister Green Villas, Bannister Green

Proposed first floor rear extension with two north facing gables.

Permission Granted 21 July 2014.

UTT/14/1684/HHF

20 Ravens Crescent, Felsted

Demolition of single storey extension, garage and shed. Erection of single storey and two storey extensions.

Permission Granted 17 July 2014.

UTT/14/1712/HHF

Willow House, Mill Road, Felsted

Replace existing double garage with cart lodge, consisting of 2 undercover parking bays, enclosed workshop, first floor office, bathroom and kitchenette (alternative scheme to that approved under permission UTT/13/3322/HHF).

Permission Granted 17 July 2014.

UTT/14/1754/FUL

Felsted County Primary School, Braintree Rd

Retention of relocatable classroom for a further 5 years.

Permission Granted 17 July 2014.

UTT/14/1821/HHF

Round House Cottage, Bannister Green

Erection of single storey front extension.

Permission Granted 28 July 2014.

86.2. APPLICATIONS TO BE CONSIDERED AT THE NEXT PLANNING MEETING on 20 August 2014

UTT/14/2007/FUL

Land at Pump Court, Mill Road, Felsted

Change to location of proposed tennis court approved under UTT/14/0110/FUL.

UTT/14/2016/CLP

Mill House, Hartford End

The buildings (being the part of the former mill that is not currently used entirely for residential purposes) are within the curtilage of the dwelling (such dwelling being the Mill House and the part of the former mill that has been used as a dwelling since before the mill was listed in 1984) and therefore: (a) may be used for any purpose incidental to the enjoyment of the dwelling; and (b) is not development (Section 55(2)(d) of the Town and Country Planning Act 1990). Works will be carried out to the inside of the building (such building being the part of the former mill that is not currently used entirely for residential purposes) to create usable areas associated with the residential use of the dwelling (such dwelling being the Mill House and the part of the former mill that has been used as a dwelling since before the mill was listed in 1984).

UTT/14/2033/FUL

Brynteg, Hollow Road, Felsted

Proposed demolition of existing bungalow and erection of a replacement dwelling.

UTT/14/2188/FUL

The Swan Inn, Station Road, Felsted

Change of use from private garden to grassed seating area to be used in connection with the Swan Inn.

UTT/14/2269/FUL

Sewards Hall Farm, Stebbing Road, Felsted

Replacement dwelling alternative scheme to that under UTT/1172/12/FUL.

UTT/14/2292/HHF

Wytewais, Gransmore Green, Felsted

Proposed two storey side extensions, single storey rear extensions and new access. (Previous application for Certificate of Lawful Development refused, and Appeal dismissed).

Tree work applications:

UTT/14/1854/TCA

Envilles, Chelmsford Road, Felsted

Remove stump 1 no. Elm, Remove 1 no. Hornbeam and 2 no. Damson, lower to 15ft and tidy sides 2 no. Yew, lower to 15ft 1 no. Sycamore, 1 no. Crab Apple, 4 No. Damson, 1 no. Ash, remove horizontal branch and lower to 15ft 1 no. Plum.

UTT/14/1959/TCA

Kerwell House, Chelmsford Road, Felsted

Prune and trim 1no. Sycamore. Fell 1no. Poplar. Prune 1no. Rowan, 1no. Cherry, 1no. Olive, 1no. Walnut and 1no. Willow.

UTT/14/2126/TCA

The Folly, Braintree Road, Felsted

Reduce canopy to a 6m pollard 1 no. Sycamore.

86.3. APPEALS IN PROGRESS

UTT/13/2942/OP

Sunnybrook Farm, Braintree Road, Watch House Green

Outline application for the erection of up to 13 no. dwellings and related infrastructure with all matters reserved except access (new access from Braintree Road), creation of school related car parking area, and creation of extended domestic garden adjacent 'Moritz'.

Permission Refused 30 January 2014

Appeal (14/00014/REF) lodged 20 February 2014, to be determined on the basis of written representations.

26 June 2014. Secretary of State decides that written representations are not appropriate. Hearing date advised as 20 August.

(Cllr Freeman agreed to attend this hearing on behalf of the Council)

UTT/13/3431/FUL

Land adjacent Three Horse Shoes, Bannister Green

Erection of 1 no. New Dwelling and garage.

Permission Refused 28 January 2014.

Appeal (14/00051/REF) lodged 30 July 2014, to be decided by written representation.

86.4. PROPOSED SECTION 106 AGREEMENT — ENODIS LTD

UTT/14/0005/OP

Land off Tanton Road Flitch Green

1. Outline application for 98 residential units with all matters reserved except access together with earthworks and associated works. 2. Detailed application with all matters considered for the construction of two football pitches, cricket square, pavilion, neighbourhood equipped play area, multi-use games area, youth shelter, car park, extending and re modelling of nature reserve, landscaping, erection of temporary bridge, erection of permanent footbridge over Stebbing Brook, earthworks and other associated works.

In connection with this application — which is still to be determined — the developer, in consultation with Uttlesford DC, is proposing an agreement under Section 106 of the Town & Country Planning Act 1990, whereby the land owned by Enodis in Felsted would be transferred to Felsted Parish Council, who would maintain it as Nature Reserves for a period of not less than 20 years. Enodis would also make a Nature Reserves Maintenance Contribution payable to Felsted PC of £150,012.01, to be paid into a designated deposit account. The proposed agreement would require Felsted PC to provide Enodis with an annual audited statement of maintenance expenditure and, at the end of the 20-year covenanted period, any unspent balance of the Maintenance Contribution would be repayable to Enodis.

It was agreed to make arrangements to meet David Whipps to discuss the details of the Section 106 Agreement, hopefully next week.

14/87 **County and District Councillors' Reports**

87.1 District Councillors Report – Members noted the report which included items on Cllr Howard Rolfe the new leader of UDC, the Clean Essex Campaign, the Gypsy and Traveller Assessment and arrangements to pay for parking by phone (see p 10-11).

87.2 County Councillors Report – No report had been received for this meeting.

14/88 **Urgent Matters and proposals for future agenda items.**

88.1 Repair of bench seats in the village – The Clerk reported that the bench seats at Bury Fields and outside the Old Telephone Exchange in Chelmsford Road had recently been repaired. It was noted that repairs were also required to the seat outside the Almshouses.

88.2 Bottle banks – Having received a number of complaints that the bottle banks in Bury Chase car park were overflowing the Clerk had contacted UDC. The bottle banks had subsequently been removed (because residents can now dispose of their bottles in their recycling bins) and the area cleaned up and other rubbish removed.

88.3 Bury Fields road name sign – This had been moved to the front of the hedge at the entrance to Bury Fields so that it was visible.

Clerk

Next Planning Committee Meeting: Wed 20 August in the URC Hall at 7.30 pm
 Next Parish Plan Actions W/Group Meeting: Wed 27 August in the URC Hall at 7.30 pm
 Next Council Meeting : Wed 3 September in the URC Hall at 7.30 pm

The meeting closed at 9.44 pm

..... Chairman 3 September 2014

FELSTED PARISH COUNCIL

Meeting 6 August 2014, Agenda Item 5 — Correspondence

Councillors wishing to see any of these documents, please contact the Clerk.

1.. UDC – Publication of the Gypsy and Traveller Accommodation Assessment http://www.uttlesford.gov.uk/article/1829/Background-Studies	Note
2. Letter from resident requesting disabled parking bay(s) in front of Doctor's Surgery	Action?
3. Letter from resident raising various queries re Notice Board at Watch House Green/ Speed camera outside Felsted Primary School/ PC Tender process/ PC Public Forum/ Parish Plan update/ Use of toilet facilities in shops/pubs	Reply?
4. Essex Police – NAP Meetings to be replaced with Local Community Meetings every 8 weeks	Comment?
5. Mobile Library schedule 2014-15 (Felsted = alternate Tuesdays 9.15 – 14.05 stopping at 6 locations)	Note
6. RCCE – “Yellow Fish” project to raise awareness of water pollution issues	Promote?
7. ECC - Essex Minerals Local Plan – Formally adopted by ECC on 8 July. - Sustainable Drainage System (SuDS) – new legislation	
8. EALC – Forthcoming courses - DBS checks - “Vaughtons” Council of the Year Award - County Update – June 2014 (including item on Queen’s visit to Felsted)	Apply?
9. ECC Highways – Temporary Road Closure Order for Station Road, Felsted	
10. SSE Campaign Update – July 2014	
11. Hundred Parishes Society – Launch http://www.hundredparishes.org.uk/.uk	
12. ECC Statutory Notice to reduce the size of Ramsden Heath School for children with behavioural, emotional and social difficulties (from 138 to 72 permanent places)	
13. SLCC ‘The Clerk’ magazine	

	Date	Num	Memo	Open Balance	Cheque number
A & J Lighting Solutions	11/07/2014	27272	Faulty light o/s The Spinney, Gransmore Gn	67.20	
	23/07/2014	27283	Repair light o/s 6 Causeway End Road	113.88	
				181.08	102274
BT	17/06/2014	EA36907417	Telephone	17.48	
				17.48	DD
Copybest Essex Ltd	13/06/2014	40286	Printing Felsted News - Summer 2014	250.00	
				250.00	102075
D M B Smith	04/08/2014		Clerk's salary - July 2014	629.66	
	04/08/2014		Clerk's exoenses (Mileage £23.40/Expenses £8	108.32	
				737.98	102076
David Norfolk	16/07/2014	411	3 new notice boards	3,320.00	
				3,320.00	102077
E.ON	03/07/2014	H102FE4937	Street lighting electricity 1.4 to 30.6.14	497.89	
	14/07/2014	HDEAAADB9	Pavilion electricity 14.6 to 14.7.14	15.36	
	14/07/2014	H103CF2CE6	MUGA Electricity - 14.6 to 14.7.14	3.10	
				516.35	DD
North End Nurseries	08/07/2014	AC084	Tilia Cordata and post set for playing field	34.20	
				34.20	102078
OfficeTeam Ltd	06/16/2014	IN221256	Toner, inks, paper and envelopes	283.88	
				283.88	102079
Peter J Watson	04/08/2014		A/Clerk's salary - July 2014	221.66	
	04/08/2014		A/Clerk's mileage - July 2014	4.50	
				226.16	102080
R Chapman	24/07/2014		Locking toilets 30.6 to 3.8.14 and locking car pa	85.00	
				85.00	102081
R J Roe & Sons Ltd	04/08/2014		Emptying septic tank	144.00	
				144.00	102082
S P Barnard	04/08/2014	25	Village attendant - July 2014	587.50	
				587.50	102083
Uttlesford Association of Local Councils	28/07/2014		UALC 2014-15 Subscription	25.00	
				25.00	102084
Felsted Allotment Society	08/04/2014		Allotment expenses April-August 2014	250.00	
				250.00	102085
Keith Schorah	04/08/2014		New website - 2nd installment	250.00	
				250.00	102086
Acumen Wages Service	08/04/2014		Salary admin - July 2014	24.00	
				24.00	102087
M D Landscapes (Anglia) Ltd	08/06/2014		Grass cutting - July 2014 (2 cuts)	756.00	
				756.00	102088
			TOTAL	7,688.63	

Felsted Ward District Councillors Report – August 2014

Dear Parishioners

Welcome to the monthly report from your Conservative District Councillors, Stephanie Harris and Marie Felton where we hope to keep you informed on recent activities within the District.

New leader of Uttlesford District Council - Uttlesford District Council has elected a new leader.



Cllr Howard Rolfe has taken up the post, replacing Cllr Jim Ketteridge who is standing down as leader after seven years. Cllr Rolfe's first act as leader was to announce that Cllr Susan Barker will be his deputy and that Cllr Vic Ranger will join the Cabinet as executive member for communities and partnerships. Cllr Jackie Cheetham has stepped down as deputy leader but will retain her position in the Cabinet as the executive member for aviation.

As a result of the changes two deputy positions for the portfolio areas of aviation and housing remain to be filled. Cllr Rolfe also announced that he is keen to have a lead member for key areas, such as sport and health, to act as conduits between the council and relevant local bodies. Announcements on these positions will be made in due course.

Cllr Rolfe said: "I am excited and honoured to be the new leader of Uttlesford District Council. "I have a very tough act to follow - Jim has been an outstanding leader for seven years, taking Uttlesford District Council from a difficult situation to a highly successful organisation. I wish him the very best."

Clean Essex - Be proud of where you live - New campaign to tackle litter

Cleaning the streets of England costs taxpayers around £1 billion a year - money that could be better spent on other vital service. In an attempt to drive costs down, for the first time ever, all 14 Essex local authorities including Uttlesford District Council have joined forces to promote an anti-litter campaign which aims to change people's behaviour towards dropping rubbish onto our streets.

Supported by Keep Britain Tidy, The Highways Agency, McDonalds and a number of other fast food retailers the advertising campaign launched in June. It will see a number of hard hitting adverts, posters and banners displayed on bus stops, roundabouts, petrol pumps and town and village noticeboards across the county.

Although Uttlesford is a relatively clean and tidy district and was recently voted the best rural place to live in Britain, the council nonetheless recognises that even in a place like this more can be done to improve cleanliness. The council is supporting the campaign and will be encouraging parish councils to organise a number of volunteer litter picking days over the next two months. We will also be working closely with Stansted Airport and the Highways Agency to ensure that the messages are displayed in prominent sites where there is a litter problem of people throwing their litter from their vehicles, such as on the A120.

Getting Involved with Housing

Uttlesford District Council's housing services department are hosting a series of events for residents and tenants who want to get more involved with how their estates are managed and learn more about the services available within Uttlesford.

The first of the 'Get Involved!' events took place in Leaden Roding on Wednesday 23 July and was a great success. Residents turned out on a lovely sunny day to have fun and pick up some useful information.

There was plenty of entertainment for the children on the bouncy castle, and Spangles provided under 5s games and face painting. Healthy living advice and health checks were available from ACE (Anglian Community Enterprise), and a council officer was able to offer advice around drugs and alcohol. The animal warden was there to provide free dog chipping.

Other organisations represented were Essex County Fire and Rescue Service, Essex Police, Uttlesford CAB and the local Parish Council. Neighbourhood Watch provided a property marking service. The council's tenant participation officer and members of the council's Tenants Forum were on hand to talk to people about setting up their own residents groups and how tenants can 'get involved' with the management of their housing.

Another 'Get Involved!' event has been arranged for Saturday, 6 September on Newton Green in Great Dunmow, from 12 noon until 4pm. There is also a smaller 'Get Involved' event from 2pm until 5pm on 13 August in Beech Close, Takeley, where there will be a chance to talk to the Housing Team and get your dog chipped for free.

Gypsy and Traveller work progresses

The final set of evidence required for the Local Plan has been put before Uttlesford district councillors.

The council must demonstrate it is working with other councils and planning for sufficient pitches for Gypsies and Travellers in order for its Local Plan to be found sound by the Planning Inspectorate.

The District Council's Local Plan Working Group met on Thursday (24 July 2014) to debate the Essex-wide Gypsy and Traveller Accommodation Assessment, a document commissioned by the Essex Planning Officers Association and completed over 18 months, which looks at the likely number of additional pitches required across the whole of Essex in the next 20 years.

The Assessment suggests 26 additional pitches will be required in the Uttlesford district. The Council has now commissioned Peter Brett Associates, leading consultants in this field of work, to look at where these pitches could be provided. Their work includes visiting all existing sites to see if there is extra space and looking at all sites suggested in 2012 as part of the Local Plan process.

Cllr Howard Rolfe, Leader of Uttlesford District Council and Chairman of the Local Plan Working Group, said: "The Council must be able to demonstrate it has worked with neighbouring authorities when deciding an appropriate number of additional pitches. If the council cannot demonstrate this, it risks its Local Plan being found to be unsound when it goes to the Planning Inspectorate.

"The Essex-wide Gypsy and Traveller Accommodation Assessment is based on evidence of the likely need over the coming decades. The figure for Uttlesford is an additional 26 pitches, of which nine are required by 2018 - this is in the lowest quartile in the county. Everyone involved in this project appreciates it can be an emotive subject but we are working with experts in the field and consulting widely on the options and this will help us find a solution.

"The Local Plan Working Group has discussed the Gypsy and Traveller Accommodation Assessment and will reconvene in September to consider the results of the study now being carried out by Peter Brett Associates.

"We have a long way to go with this process. One area the Local Plan Working Group has particularly noted is an existing site which does not have full occupancy of Gypsy and Traveller families. This is something that will be looked into as it may reduce the total number of additional pitches required.

"I would like to reassure residents that there will be full public consultation on proposals following the publication of the Peter Brett Associates report."

Revised procedure on public speaking - Uttlesford District Council members have agreed to adopt a revised procedure on public speaking at planning committee meetings.

Town and parish council representatives, as well as members of the public, may speak on applications being considered at meetings of the committee.

For a trial period until the annual meeting of the council in May 2015, the number of supporters and objectors able to speak in respect of each application will operate as follows:

- Non-committee councillors
- Up to five supporters
- Up to five objectors
- Town or parish council representative
- County councillors
- Applicant or agent

People will have up to three minutes to make their point or ask questions. However, the chairman will retain discretion to allow more speakers if the level of public interest in a particular application merits a more flexible approach.

Prior to February 2013, the council operated a system where only one speaker for and against each application was allowed. The move to change the procedure, approved at Tuesday's full council, follows a recommendation by the Constitution Working Group.

Cllr Jackie Cheetham, the planning committee chairman, said: "This is about finding a sensible balance between receiving relevant information and receiving too much repetition." "We do not want to stifle debate - we want good debate. "We remain committed to encouraging as many of our residents as possible to get involved in the decisions affecting them, and there are many ways in which people can make their views known. As a committee we take all of these views on board."