

13th December 2021

At a Meeting of Ashdon Parish Council held on Monday 13th December 2021 in Ashdon Village Hall at 7.30pm.

Present.

Councillors Mike Elsey (Chairman), Steve Hayler, John Moran, Philip Player, George Smith and Corey Vost

Mrs. Melanie Horrigan (Neighbourhood Plan Group. NPG),
Mr. David Green (Clerk)

1. Apologies for Absence

Apologies for Absence had been received from Cllr. James De Vries (UDC) and Cllr. Martin Foley (ECC). It was understood that Cllr. Foley was now getting back into circulation following family health problems. Members wished Councillor Foley and Mrs. Foley well for the New Year.

2. Public Representations

Mr. David Bidwell thanked the Council for having the verge cleared from the bus stop to Bracken House. He reported that there were trees overhanging the footpath and highway opposite the garage and that a sink hole had appeared in the highway opposite Clayes. It was understood that this had been examined by a Highway Inspector but no remedial action had been taken to date. Councillor Smith had already brought this to the attention of Highways, he would also report the tree problem.

3. Short address by Cllr. Martin Foley on County Council matters

Councillor Foley's monthly report would be circulated

4. Short address by Cllr. James De Vries on District Council Matters.

Councillor De Vries' report was tabled in his absence:-

"The main news at UDC is the election of our new Leader, Petrina Lees. John Lodge has handed over the reigns now as he will be retiring in 2023.

In regards to the Butlers Lane site, I have received no further updates from UDC enforcement and have escalated the matter to new UDC Leader, Petrina Lees as well as the previous Leader John Lodge, who is the UDC ward member for the Saffron Walden ward that lies on the Walden side of Butlers Lane. Essex County Council and Saffron Walden Town Council are also copied into communications. I hope to have a tangible update for you very soon"

A letter would be written in response to Cllr. De Vries report seeking to identify the person in charge of the investigation and with a view to arranging a meeting with Saffron Walden Town Council, Uttlesford Enforcement Officers and the Parish Council to try and resolve this matter

5. Declaration of Interests

There were no interests in matters on this agenda

6. Minutes.

Resolved - that the Minutes of the meeting held on the 1st November 2021, previously circulated, be approved (Cllr. Vost)

7. Matters Arising.

i. Playing Fields.

a. Rectory Lane.

Following further discussion regarding the cost and suppliers it was:-

Resolved - that an order be placed with Fenland Leisure (Online Playgrounds) for the supply and installation of the following equipment at Rectory Lane Playing Field:-

- i. To supply and install an Excalibur Multiplay 3 platform unit as per the quotation date 27th October 2021 for the sum of £17,388.00 plus vat:
- ii. To service the aerial runway and to bring it up to the latest standard required per the quotation dated 27th October 2021 for the sum of £981.45 plus vat

The total quotation for the above being £18,369.45. plus vat (Cllr. Smith)

Clerk's Note:- Since the above quotations were received the Chairman has negotiated a discounted price with Fenland Leisure. The Chairman also requested that Fenland include a price for the inclusion of matagrass surfacing under the aerial runway. The final costings as presented at the meeting on the 13th December 2021 were, therefore, £22,354.00 including vat. It is noted that Fenland will submit a final and detailed quotation with their terms and conditions after the 4th January 2022 following which an order will be placed. It is also noted that the above does not include a price for the removal of the old equipment for which a separate quotation has been received.

ii Highways. Traffic Management.

- a. Water End/Spriggs Lane. Councillor Smith reported that Uttlesford Planning were aware of the damage and the concerns raised by both residents and the Parish Council on this site.
- b. Spoil Butlers Lane/Byrds Farm. See Item 4. Cllr. De Vries report.
- c. Speeding.

Resolved - that Cllr. Moran submits the following to Essex County Council Highways Panel for consideration for speed reduction measures in Ashdon:-

"Ashdon Parish Council would like to submit several schemes for consideration by the Local Highways Panel. All the schemes are aimed at reducing the amount of speeding traffic through the village.

Ashdon has several long stretches of road where there is no footpath. It also has several points in the village where the highway is reduced in width. Add to that a centrally placed primary school and an aging population and the parish council is seeking ways to make all residents and visitors feel safer when they are walking or driving through the village. We have been told by several of our older residents that the speed and manner of driving in the village makes them feel unsafe so they tend not to go out.

The schemes we would like to see implemented are; 20mph speed limit through out the village. Rumble strips on the approaches to the village. White arrival gates on the approaches to the village (as recently installed in all villages in South Cambs). The current 30mph flashing matrix signs upgraded to ones that indicate to drivers their actual speed. Speed bumps at strategic points in the village. More detailed request as below:

Item One:

Rumble strips and white arrival gates to be installed at following points:
Bartlow Road north of existing 30mph signs at edge of village.
Walden Road southwest of existing 30mph signs at edge of village.
Radwinter Road south of turning into Ashdon Childrens' Nursery.
Steventon End north east of existing 30mph signs on edge of settlement.

Item Two:

30mph matrix signs replaced with ones indicating actual speed, positions as current.

Item Three:

Speed pads (as installed in Carlton High Street, South Cambs) to be considered, (taking into account they might not be suitable for narrow points and stretches where there is no footpath), Crown Hill from allotments to the garage, Walden Road from 100 metres in from 30mph signs to junction with Church Field.

Item Four:

20mph speed limit from existing points of 30mph commencing on Bartlow Road, Walden Road and Radwinter Road. New Road 50 yards from junction with Crown Hill. Steventon End from existing 30mph points on New Road and to include Overhall Lane". (Cllr. Elsey)

iii. Village Hall and White Horse House

Offices at White Horse House.

- i. To authorise the Chairman to sign the Deed of Surrender dated 24th September 2021 between Ashdon Parish Council and Franklin John Banks-Seeney.

Resolved - that the Chairman be authorised to sign the above Deed of Surrender (Cllr. Smith)

- ii. To authorise the Chairman to sign the Tenancy at Will between Ashdon Parish Council and Fairstone Group Limited dated 24th September 2021

Resolved - that the Chairman be authorised to sign the above Tenancy (Cllr. Player)

Councillor Hayler reported that the light at the entrance to the car park at White Horse House was not working and that the Village Hall Committee were waiting for a decision on the café /hub/shop project before proceeding with the installation of Broadband. A meeting would be convened with the Village Hall Committee in the new year to discuss the above and other matters. Councillors Elsey and Hayler would attend.

- iv. To receive an update on the Neighbourhood Plan. (NHPG)

Neighbourhood Plan Steering Group Minutes 6th December 2021

Present: Harriet Burrow, Jane Gray, Melanie Horrigan, Corey Vost, Jo Wheatley, Isabel Blackett

Apols: None

1. Design Code and Neighbourhood Plan at Reg 14 consultation

We received nearly 100% support on the Neighbourhood Plan and the Design Code policies, which is very encouraging news.

UDC have engaged a person in the planning department to focus on 'design' and he is very interested in our Design Code and has offered some useful guidance on this. He will help us to map our Design Code to the UDC 'Building for a Healthy Life' code and guide us on how to make it a more easily accessible document for the UDC planning department.

2. Comments Log and next Steps

All comments received have now been collated into a comments log. This log will ultimately be part of the Consultation Statement which will be submitted to UDC with the NP so there is a record of all comments received and the NPSG response to each comment. There is a call with Ian Poole on 6th December 2021 to discuss and progress work on the NP 'Comments Log'. The main residual queries for Ian to consider are from the Statutory Stakeholders and are generally standard.

Good progress has been made in reviewing, addressing the comments and considering whether any amendments are needed to the NP and Design Code. There have been no big surprises.

There were numerous comments regarding traffic control, which is not within the 'gift' of the NPSG. This is a Parish Council matter, and the PC are taking traffic related matters forward under a separate initiative with ECC. It was noted that the

response from ECC on the NP made reference to numerous traffic related matters.

It was noted that no comments had actually been received from any of the private landowners of the green spaces in the village. As we are a small community the NPSG felt that we should reach out to the landowners again and ask if they would like to comment further within a reasonable timeframe.

3. Next Steps

- Green Spaces Letters out - Jane Gray
- Further liaison with UDC on Design Code– Harriet Burrow
- Call with Ian Poole 7th December 2021 to progress comments log work.
- Evidence Document for Natural Environment and Biodiversity to UDC Councillor Pepper - Harriet Burrow

Mrs. Horrigan reported that Reg. 14 had been completed at the end of October. The returned Consultation forms had shown nearly 100% support for the project and the Design Code. The next step was the submission to the District Council for Reg16.

The comments on the forms had been addressed; the Planning Consultant would address the more technical matters raised. Some of the main concerns raised involved speeding traffic and pedestrian safety,. It was noted that the Parish Council were pursuing a separate initiative on these matters which could be fed into the Plan. The NHPG were also trying to engage with re-landowners. It was noted that previous engagements with landowners had not produced any relevant comments to add to the plan. The Design Code was of particular interest to the District Council as it would feed into the UDC "Planning for a Healthy Life" initiative. An examiner for the Plan was about to be appointed.

v. Community Led Housing.

a) Update on the proposed houses adjacent to All Saints Close

A ZOOM meeting would be held on Tuesday 14th December with the District Council, the Parish Council Solicitor , the Chairman and Clerk to try and resolve the matter concerning the land.

b) Ground Rent. Update on the report at the previous meeting from Mr. Matthew Bidwell regarding ground rent charges and the affordability thereof

Councillor Moran had taken this up with Kemi Badenoch M.P His investigation appeared to show that this was more prevalent in the East of England. It was understood that the Government were trying to introduce legislation to prevent such increases.

vi. To receive a report on the Village Community Hub including revised quotations

Revised plans and costings of £89,305 net VAT had been received from Sparrow Construction. In view of the still very high cost of the project this would be held in abeyance until the outcome of negotiations with the District Council regarding the land adjacent to All Saints Close were known.

vii. Superfast Broadband.

The junction box at Kates Lane remains in a parlous state. (Clerks note:- since replaced)

viii. Neighbourhood Watch

Councillor Hayler reported the rise in thefts of catalytic converters and that the Police were holding workshops to mark these items to try and reduce the thefts. Councillor Moran made Members aware of the Herbert Protocol for the protection of those with dementia and suggested that this should be put on the Parish Council web site. (Action Cllr. Moran)

ix. Event/Plans to celebrate H.M. The Queen's Platinum Jubilee

Councillor Smith had contacted organisations in the village regarding this event seeking their support. He was awaiting responses.

7. CORRESPONDENCE

Various emails distributed to Members. Members had been requested to raise any matters received by email under correspondence. None received.

i. CPRE Countryside Voices

8. NEW ITEMS

i. Verge; bus shelter to Bracken House, planting of daffodil bulbs Friday 17th December 10.00am.

ii. Cutting of verges at Steventon End.

Resolved - that the verges at Steventon End, as previously defined, be added to the grass cutting contract at a cost of £17/cut (Cllr. Smith)

iii. School Clock. Proposal from Hayward Horological to fit a control unit to automatically re-set the clock at the change of BST/Summer Time and following a power cut for the sum of £550.00

Resolved - that the control system of the school clock be upgraded at a cost of £550.00 to cover restarting following a power outage and the changes in BST/GMT (Cllr. Hayler)

9. NEW PLANNING APPLICATIONS

i. UTT/21/3307/HHF Proposed replacement of windows and three external doors Lowick Cottage, Radwinter Road

No Comment

- ii. UTT/21/3482/FUL. Erection of detached garage to serve new dwelling approved under planning permission UTT/20/2450/FUL
Barn adj. Little Mortimers, Water End

Object. Extension of the house by stealth. The plans, as submitted are incorrect in that:-

- i. **The boundary of the property does not extend beyond the barn past Little Mortimers along the lane to the public highway. The land is not in the ownership of the barn; its use is by prescriptive right only and this has been enjoyed by the owners of Little Mortimers for over 50 years. Any title is therefore likely to be of Little Mortimers, the original owners of the barn;**
- ii. **labelling on the drawing indicates that the bridleway is actually a footpath. This is incorrect. The bridleway is enjoyed by many local horse riders, cyclists and donkeys and a pony and trap;**
- iii. **the application states that it is not within 20m of a water course. This is not correct;**
- iv. **the application states that it is not visible from a public footpath, road or bridleway. This is incorrect.**

10. PLANNING APPLICATIONS DETERMINED

- i. UTT/21/2952/HHF. Section 75 Part A. Retrospective application for construction of an open fronted carport for large motorhome
The Bonnet, Steventon End

Unconditional Approval.

ALLEGED BREACH OF PLANNING CONTROL.

ENF/21/0218/C. Unlawful Structure, The Bonnet, Steventon End.

Alleged breach of planning control at the above site. Investigated. File closed as UTT21/2952/HHF has been unconditionally approved.

11. ACCOUNTS for PAYMENT and BUDGET 2022/23

- i. To review the 2022/23 Budget, previously circulated, with a view to setting the Precept for the fiscal year 2022/23 at the meeting to be held on 10th January 2022.
- ii. To review the Cemetery Charges and Fees

It was proposed that the scale of fees and charges be increased by 10% across the board. The Clerk would calculate the increased costs and present them at the meeting on the 10th January 2022 for approval. (Cllr. Moran)

- iii. Accounts for payment.

Resolved - that the accounts (Appendix i) be passed for payment (Cllr. Vost)

12. ITEMS FOR THE NEXT AGENDA

There were no "Items for the Next Agenda"

The meeting concluded at 9.20pm

Signed
Chairman

Date

Appendix i

PARISH COUNCIL MEETING MONDAY 13th DECEMBER 2021 1st NOVEMBER 2021 to 13th DECEMBER 2021

| Monies Received | £ |
|---|---------|
| H.J. Paintin. Purchase of grave, interment fee re Dick Fisher | 150.00 |
| H.J. Paintin. Memorial & inscription re Dennis Cardy | 50.00 |
| Fairstone Group Rent White Horse House | 1550.00 |

| Monies passed for Payment | £ |
|--|------------------------|
| MD Landscapes. Village Grass October | 625.20 Ch.No. 102667 |
| Places4People Ltd. NHP Consultant | 5,146.80 Ch.No. 102668 |
| E.ON. Electricity. October Account | 35.26 Ch.No. 102669 |
| D. Green. Telephone/Broadband | 21.00 Ch.No. 102670 |
| D. Green. Bulbs for verge at village centre | 29.98 Ch.No. 102671 |
| D. Green. Ink cartridges | 22.00 Ch.No. 102672 |
| J. Thorn. Microsoft Account | 48.70 Ch.No. 102673 |
| M. Elsey. Type 1 Footpath adj. Baptist Car Park | 122.26 Ch.No. 102674 |
| D. Green. re The Barn Garden Centre Christmas Tree | 180.00 Ch.No. 102675 |
| D. Green. Telephone/Broadband | 21.36 Ch.No. 102676 |
| SLCC. Annual Membership | 112.00 Ch.No. 102677 |
| D. Green. Malwarebytes. Computer protection | 49.99 Ch.No. 102678 |
| D. Green. Stamps | 19.80 Ch.No. 102679 |
| D. Green. Stamps | 19.20 Ch.No. 102680 |
| E.ON. Electricity. November Account | 34.13 Ch.No. 102681 |
| Grasshopper Lawncare. Treat War Memorial Grass | 24.00 Ch.No. 102682 |
| D. Green. Diaries | 5.00 Ch.No. 102683 |

Balances at Bank on 13th December 2021:-

| | |
|-------------------|------------|
| Current Account:- | £3,392.75 |
| Saver Account:- | £1,071.30 |
| Saver Account:- | £78,490.25 |

