

MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING

**Held on Tuesday, 7th June 2016 at 8.00pm in the
South Hall, New Village Hall, Crawley End, Chrishall.**

PRESENT: Cllr Tom Jackson (chairman), Cllr John Kay, Cllr Steve Parish, Cllr Ian Pitfield, Cllr Steve Foote, Cllr Derek Ailes.
Clerk: Belinda Irons

PUBLIC: 0

16.80 Apologies for absence:
Cllr Jane Holloway, Cllr David Thomas, Cllr Tracey Slade

16.81 Other absences: Members absent without offering apologies: none.

16.82 Declaration of Members Interests: (disclosable pecuniary/pecuniary/non-pecuniary)

Cllr Jackson	Clerk's salary	disclosable pecuniary
Cllr Kay	Village Hall Committee	PC representative

16.83 Minutes of Previous Meetings: 3rd May 2016.
Minutes of the meeting were agreed as a true and correct record and were duly signed

Meeting suspended for

Adjournment for Public Discussion: limited to 15 minutes

Village fete was very well organised and run, with lots of good stalls and attractions. A vote of thanks was offered to the organisers.

Public footpaths need cutting

Meeting resumed

16.84 Planning:

Planning applications:

UTT'16/1045/FUL Planning application	Broad Green Cottage, Broad Green Erection of 3 bay stable/storage building: <i>Councillors will make comment by email</i>
UTT/16/1327/HHF Planning application UTT/16/1328/LB Listed building application	Broad Green Cottage, Broad Green Proposed demolition of existing lean-to extension and erection of single storey extension and 2 storey annexe with

	p. 717 singles storey link: <i>Councillors will make comment by email</i>
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Planning decisions:

UTT/16/0533/LB Listed building permission granted	The Red Cow, High Street Conversion of existing redundant barn and outbuilding, alterations and repairs including removal of barn door, insertion of glazing, windows and doors, internal partitions and replacement thatching. Extension of the Old Post House.
UTT/16/0532/FUL Permission granted	The Red Cow, High Street Change of use and conversion of existing redundant barn and outbuilding to form bed & breakfast accommodation, in conjunction with the adjacent public house and erection of utility building. Extension of Old Post House.

16.85 Finance

PKF Littlejohn: External Audit

Review of the effectiveness of the current system of financial control: report by the Internal Auditor Mrs Jayne Rowe.

The internal auditors report raised no concerns.

PROPOSAL: That Chrishall Parish Council accepts the internal audit report and agrees to action any recommendations made by the internal auditor.

PROPOSED: Cllr Ailes, seconded Cllr Foote. AGREED AND RESOLVED UNANIMOUSLY.

The clerk read each point to the meeting to ensure clear understanding of the Governance Statement.

PROPOSAL: That Chrishall Parish Council herewith agrees the Annual Governance Statement for 2015/16 and in advance of the Accounting Statement, by resolution. PROPOSED: Cllr Foote, seconded Cllr Kay. AGREED AND RESOLVED UNANIMOUSLY

PROPOSAL: That Chrishall Parish Council herewith agrees the Annual Accounting Statement by resolution following approval of the Accounting Statement, by resolution. PROPOSED: Cllr Ailes, seconded Cllr Kay. AGREED AND RESOLVED UNANIMOUSLY.

PROPOSAL: That Chrishall Parish Council herewith agrees the annual Summary Receipts and Finance statement. PROPOSED: Cllr Parish, seconded Cllr Ailes. AGREED AND RESOLVED UNANIMOUSLY.

Cllr Jackson left the meeting:

Finance Summary:	Balance Brought Forward:	£24,973.88
	Plus Income	£14,516.67
	Less April Payment	£3,986.62
	(less ring fenced	£7,699.41
	(Pavilion grant funding £5,149.41)	
	(Burial deposit £50)	
	(Robert Reed Hall £2,500)	
	Total available to Council	£27,804.52

Cllr Ailes commented that the proposed increase has been agreed at national level and should thus be implemented.

PROPOSAL: That Chrishall Parish Council herewith agree to implement the National Joint Council for Local Government Services clerk's salary increases recommended for 2016/17 and 2017/18 as advised by NALC & EALC on scale point 21. PROPOSED: Cllr Ailes, seconded Cllr Pitfield. AGREED AND RESOLVED BY MAJORITY.

Cllr Jackson rejoined the meeting.

- 16.86 Chrishall Halls: update
Licences and agreements: Derek Ailes
The Parish Council solicitor has merged with Tees Law. This has resulted in a less than satisfactory delay in processing Parish Council documentation including the land transfer and the village hall agreement. An email of apology has been received and will be forwarded to the Village Hall Committee.

Robert Reed Hall: the solicitor is organising the transfer documentation.

- 16.87 Jigneys Meadow, pavilion & play area: update
Documentation should be signed on the 10th June to transfer the meadow to the Parish Council, but documents are still awaited from the solicitors.

Hastoe Housing Association: a finalisation meeting will be held on the 22nd June. Cllr Ailes will attend.

The Parish Council has been asked to recommend names for the road into the development, and for the development.

Information has been supplied to parishioners on how to apply for the affordable houses. Applicants must be on the District Council housing register.

Pavilion:

Extension of use and building regs: on hold

Maintenance update: library and archive are ready for use. The main room requires finalisation of electrical installation including the hob the cooker.

The financial situation will be assessed at the next meeting and works to the office space will be discussed.

Storage shed: has been purchased and is due for installation on the 27th June

Play area: Play Inspection Company report: cradle swings removed

Cradle swings replacement cost: £2,490

Other maintenance costs: £1,160

Application to Brand Trust for assistance

Cllr Jackson and the clerk attended the play area with the inspector, who undertook a very thorough inspection. The recommendations will be carefully considered.

Following extensive discussion, the financial situation will be assessed and a decision on replacement of the cradle swings will be dependent on the outcome.

Should sufficient funds to replace the cradle swings be available, three quotes will be sought.

16.88 Highways issues:

Cambs County C: A505: discussion with CCC to improve safety

Cllr Parish commented that Hinxton is due for extensive development and that the A505 is due for upgrade. Whilst time scales are unknown, it is important that the safety issues surrounding access roads is clearly made.

Church Road: drain blocked: scheduled for major works

Hollow Road: edge of road overrun ECC report no 2423026

Dark & Park Lane: Suggestion to obtain road planings and a local farmer has offered to distribute free of charge, with the assistance of volunteers.

Palmers Lane pothole opposite school exit

Abrams Lane potholes: 2455486
Protected verge signs 2455490

Royston Road bridge over brook: Rights of Way update awaited.

Parking around school: great concern was expressed at the Annual Parish Meeting about the dangerous parking which takes place every morning and afternoon during school term time, with cars parked on the footway and around the corner from High Street into Palmers Lane. No consideration is made for pedestrians, or other road users. This is a serious safety issue. Following discussion, Councillors agreed that a letter should be sent to the Primary School and the Pre-School, with the respective Governors and parent organisations, Essex County Council and Uttlesford District Council copied in, highlighting the safety issues and requesting a response detailing how the school and pre-school intend to remedy the situation. **ACTION: CLERK**

- 16.89 Superfast Broadband: update: Cllr Parish commented that the installed cabinet has not yet been wired to the mains. Cllr Ailes will attend the Superfast Essex meeting.
- 16.90 Proposed meeting day change: discussion:
Chrishall Village Hall Committee has firm bookings for both halls every Tuesday. Councillors fully support financial support of the halls, and agreed that the Parish Council meeting date should be changed to facilitate a higher income for the Village Hall Committee.
PROPOSAL: That Chrishall Parish Council herewith agrees that Standing Orders will be changed to show the Parish Council meetings will take place on the 1st Wednesday of each month subject to verification with Chrishall Village Hall Committee. PROPOSED: Cllr Ailes, seconded Cllr Kay. AGREED AND RESOLVED UNANIMOUSLY.
- 16.91 Annual Parish Meeting: matters arising
Public transport and Demand Responsive Transport:
It was very disappointing that Arrow Taxis was unable to attend the Annual Parish Meeting. Following comment by the Transport Representative, Mrs Potter, an invitation to attend a Parish Council meeting will be extended to Arrow Taxis once the system is working more effectively.
- Speed and traffic calming: great concern was expressed at the Annual Parish Meeting that speed has increased exponentially and is now a serious risk to parishioners.
Councillors discussed options and agreed that Essex County Council Highways will be asked to monitor speed. The Police will be asked about speed monitoring in the village. **ACTION: CLERK**
- 16.92 Correspondence
CPRE: 90 years celebration 6.7.16 10-4pm The Fleet, Peterborough
Play Inspection Co: annual safety report: cradle swings removed
Public Works Loan: repayment advice
Chrishall Cricket Club: pavilion broken window
Mrs J Rowe internal auditor's report

Action for Family Carers: contact details: posted to web site
Uttlesford Association of Local Councils: AGM 30.6.16 7.30pm Stansted

Acumen Wages Service: increase in monthly charge by £1.50

PROPOSED: That Chrishall Parish Council herewith agree to accept the proposed wages calculation increase by Acumen Wages Service. PROPOSED:
Cllr Ailes, seconded Cllr Kay. AGREED AND RESOLVED UNANIMOUSLY.

Essex County Council: winter gritting

Mrs J Hards-Nicholls: carpet tiles available for pavilion

Uttlesford District Council: Armed Forces Day 20.6.16 10am

16.93 Date of next Parish Council Meeting:

5th July

5th September

4th October

1st November

Meeting closed at 9.40pm