

DRAFT/UNADOPTED

MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING
Held on Wednesday, 7th September 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 Tracy Slade, Cllr Jane Holloway.
 Clerk: Belinda Irons

PUBLIC: 2

16.108 Apologies for absence: Cllr Steve Foote, Cllr David Thomas

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

16.110 Declaration of Members Interests:

(disclosable pecuniary/pecuniary/non-pecuniary)

Cllr Jackson	Clerk's salary	disclosable pecuniary
Cllr Kay	Village Hall Committee	PC representative
Cllr Holloway	Chrishall School Governor	PC representative
	Planning: Broad Green	disclosable pecuniary

16.111 Minutes of Previous Meetings: 5th July

Minutes of the meetings were agreed as true and correct records of the meetings and were duly signed.

Meeting suspended for

Adjournment for Public Discussion: limited to 15 minutes

The book exchange/library is now open on Tuesday and Thursday afternoons, Wednesday, Friday and Saturday mornings. Chrishall Parish Council has agreed that this is an appropriate recreational use of the building.

School transport: a parishioner raised the issue of secondary school transport. Essex County Council failed to adequately advise parents that the nearest 'available' school has changed to Saffron Walden County High, and parents who failed to put this as the first choice have to pay the cost of travel to school. This change was not made clear to Chrishall Primary School. The cost per child will be £660 with increases planned for each year. Children of 16 years and above will be required to pay a higher fare each day.

Three Chrishall families are affected this year. Children already attending Newport or County High are not affected. The school bus attends Chrishall to collect children eligible for free transport each day. There is no additional cost to the County Council to collect the children who are now charged for this journey.

Councillors agreed that letters should be sent to Cllr Robert Chambers, Cllr John Lodge, Essex County Council Education and Transport Departments, and Sir Alan Haselhurst to clarify how these changes have been made without clear consultation, why County High is now the official secondary school for Chrishall children despite being oversubscribed, and why this

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charge is being made when the bus is transporting children free of charge from the village. There has been a complete lack of communication from Essex County Council regarding this issue. The clerk will compose the respective letters and circulate to Councillors for comment before sending.

ACTION: CLERK

Meeting resumed

16.112 Planning:

Planning decisions:

UTT/16/1045/FUL Permission granted	Broad Green Cottage, Broad Green Erection of 3 bay stable/storage building
UTT/16/1327/HHF Permission refused UTT/16/1328/LB Listed building permission refused	Broad Green Cottage, Broad Green Proposed demolition of existing lean-to extension and erection of single storey extension and 2 storey annexe with singles storey link

Appeal: Cedar House Response by 12th July UTT/15/3231/FUL: no update available

16.113 Finance

PKF Littlejohn:

External Audit: update: the documents have not yet been returned for display/comment/ action.

Finance Summary:	Balance Brought Forward:	£38,596.92
	Plus Income	£91.38
	Less June Payment	£5,583.74
	Less July Payment	£715.23
	(less ring fenced	£6,050.00
	(Pavilion £3,500)	
	(Burial deposit £50)	
	(Robert Reed Hall £2,500)	
	Total available to Council	£32,389.33

16.114 Chrishall Halls: update

Licences and agreements: Cllr Ailes:

Cllr Ailes has liaised with the Village Hall Committee Chairman to establish a management document which ties in with the new Village Hall Constitution and the working parameters which the Village Hall Committee and the Parish Council wish to continue. Specifically, managing the building and lettings arrangements, internal repairs and decoration, insurance for building use, and establishing a working fund to assist with building repairs going forward. The Parish Council is responsible for maintaining and insuring the fabric of the building. Cllr Ailes will confirm with the Village Hall Committee chairman Guy Rackham.

Burial Ground: request to install memorial bench:

The clerk explained that a formal memorial had been installed in the chapel for Mr & Mrs Clark who were previously very active members of the community, but it had been removed by the Methodist Church and now resided in Saffron Walden. The family wished to install a memorial bench to commemorate their relative.

PROPOSAL: 'That Chrishall Parish Council herewith grants permission for a memorial bench for Mrs Clark to be installed in the burial ground at

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a site to be agreed with the family and the Parish Council. PROPOSED: Cllr Ailes, seconded Cllr Holloway. AGREED AND RESOLVED UNANIMOUSLY. The clerk will contact the family. **ACTION: CLERK**

Burial Ground: request to scatter ashes on existing grave
The clerk received a request to scatter the ashes of Mrs Williams on her son's grave.

PROPOSAL: *That Chrishall Parish Council herewith grant permission to the Williams family to scatter Mrs Williams ashes on a family members existing grave.* PROPOSED: Cllr Ailes, seconded Cllr Pitfield. AGREED AND RESOLVED UNANIMOUSLY. **ACTION: CLLR AILES**

Cllr Ailes advised the meeting that Rev Colebrooke is retiring this month. He previously conducted the services and kept the records of internment. The records will now be kept locked in the Church office safe until a new incumbent is appointed.

16.115 Jigneys Meadow, pavilion & play area:

Agreement: Cllr Ailes explained that he and the land owner had agreed the wording for the formal agreement, but the respective solicitors seem to have difficulty following these directions, including matching the form of words and the related maps. The land owner has directed his solicitor specifically on the information to go into the document. Cllr Ailes has instructed the Parish Council solicitor likewise. **ACTION: CLLR AILES**

Hastoe Housing Association. Update
Public meeting: 15th November 5-7.30pm South Hall, Crawley End.
This public meeting will showcase the new properties and provide information on how to apply. This will be advertised in the village newsletter and notice boards. **ACTION: CLLR AILES**

Pavilion:
Extension of use and building regs – discussion:
This item has been put on hold until Jigneys Meadow is formally under the ownership of the Parish Council, which is reliant on the agreement stated above. The use of the pavilion to house the book exchange/library and history archive/ museum are deemed to be suitable recreational uses as described in the current agreement. Cllr Holloway will contact Uttlesford District Council to ensure that all parties are up to speed with the development. **ACTION: CLLR HOLLOWAY**

Pavilion maintenance update:
The clerk has sought a quote to install double glazing to reduce heat loss. **PROPOSAL: *That Chrishall Parish Council herewith agree to install double glazing when funding becomes available.*** PROPOSED: Cllr Ailes, seconded Cllr Holloway. AGREED AND RESOLVED UNANIMOUSLY. The clerk will seek grant funding. **ACTION: CLERK**

Pavilion: official opening/rename:
The pavilion will not be formally opened until the change of use has been achieved which is likely to be Easter 2017. Councillors discussed a suitable name for the building.

PROPOSAL: *That Chrishall Parish Council herewith agree that the sports pavilion be renamed THE BRAND PAVILION to honour William*

Walter Brand and his family for their contribution to the Parish of Chrishall. PROPOSED: Cllr Kay, seconded Cllr Ailes. AGREED AND RESOLVED UNANIMOUSLY. The family of William Walter Brand will be contacted to ensure that this is acceptable. **ACTION: CLERK**

Access to Jigneys Meadow from houses: discussion:
Following discussion, Councillors agreed to contact each household which currently has access to assess individual situations. **ACTION: CLLRS**

Play area: Play Inspection Company report: cradle swings removed
Cradle swings replacement cost: £2,490
Other maintenance costs: £1,160
An application has been submitted to the Brand Trust for assistance and a donation of £2,000 has been received with thanks.

Adult exercise equipment: next agenda

16.116 Highways issues:

Cambs County C: A505: discussion with CCC to improve safety
The clerk has emailed again to seek an update on any planned works which mitigate the danger.

Church Road: drain blocked: scheduled for major works:
The clerk has emailed Essex County Council for an update.

Dark & Park Lane: Suggestion to obtain road planings and a local farmer has offered to distribute free of charge, with the assistance of volunteers. The clerk will chase for more information.

Palmers Lane pothole opposite school exit: 2483915

Abrams Lane Protected verge signs 2455490
The clerk will chase this action.

Royston Road bridge over brook: Rights of Way update awaited.
The clerk will chase this action.

Mill Causeway triangle: kerbing stones have been dislodged by a lorry.

16.117 Superfast Broadband: update

Cllr Parish advised that Cabinet 5 is now live for superfast broadband. However, the Essex Superfast website does not show it, and BT has yet to advise the best method for households to achieve the service. Cllr Parish will continue to progress.

16.118 Speed and traffic calming:

Mrs Yates, Chairman of Chrishall Pre-School committee has advised that parents of pre-school and primary school children will be contacted regarding parking around the school. The email is shown below:

*We agree that it is, and always has been a problem. A rather difficult one to resolve! However, I have liaised with Mrs Bratley at school and have agreed that we will act in the same way to ensure that parents and carers receive the same message and address the issue.
A 'No Parking' rule between 'Pick up and Drop Off' times has been*

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introduced. Parents have been made aware that they have permission to park in The Red Cow public house car park. Parents who are new to Pre- School this term will have the parking issue highlighted to them and information about where to park.

Mrs Bratley at school will be contacting the Community Police to see what (and if any) action can be taken for parents and carers who do not abide by this. This will be extended to Pre- school to ensure a consistent approach. The school also intends to include making the families aware of this issue through road safety and posters designed by the children. Pre- school will raise awareness of the issue through road safety play and stories with the children as appropriate to their age.

I hope that this information shows that we have taken steps to address the parking issue

Councillors agreed that the above actions will be monitored, and if there is no improvement Mrs Bratley, Mr Brett and Mrs Yates will be invited to attend a meeting to discuss options, which may include Police action.

16.119 Policing in Chrishall

Councillors expressed concern that Chrishall parish paid £39,000 to Essex Constabulary as part of the Council Tax requirement, and that little service appears to be delivered. An officer was not available to attend the Annual Parish Meeting.

The clerk will write to the Essex Police and Crime Commissioner to request information:

What has the £39,000 been spent on in the parish?

What presence does Essex Police have in Chrishall parish?

How can Essex Police assist with parking in Chrishall?

How long does it take a Police Officer based in Braintree to attend an incident in Chrishall?

How can Chrishall transfer its allocated funding for Policing services from Essex to Cambridge which is closer to the village?

16.120 Correspondence

Uttlesford District Council	Town & Parish Forum 10th October 7pm
Essex County Council	Rights of Way to arrange a vegetation inspection
	Essex & Southend-on-Sea joint replacement waste local plan submitted to Secretary of State for examination
Anglian Water	private pumping stations location request
Icknield Way Association	newsletter
Mr & Mrs Williams	Memorial bench for Mrs Clark
Mr & Mrs Williams	Scatter ashes

16.121 Date of next Parish Council Meeting: Tuesday
5th October 2nd November

Meeting dates for 2017:

4th January 1st February 1st March 5th April 3rd May

7th June 5th July 6th September 4th October

1st November

Annual Parish Meeting: Monday 15th May

Meeting closed at 10.00pm

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