

DRAFT/UNADOPTED

**MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING**

**Held on Tuesday, 4<sup>th</sup> October 2016 at 8.00pm in the  
South Hall, New Village Hall, Crawley End, Chrishall.**

PRESENT: Cllr Tom Jackson (chairman), Cllr David Thomas, Cllr Steve Parish,  
Cllr Ian Pitfield, Cllr Tracy Slade, Cllr Stephen Foote.  
Clerk: Belinda Irons

PUBLIC: 0

16.122 Apologies for absence: Cllr Derek Ailes, Cllr John Kay, Cllr Jane Holloway

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

16.124 Declaration of Members Interests:  
(disclosable pecuniary/pecuniary/non-pecuniary)  
Cllr Jackson Clerk's salary disclosable pecuniary

16.125 Minutes of Previous Meetings: 7<sup>th</sup> September.  
Minutes of the meetings were agreed as true and correct records of the meetings and were duly signed

16.126 Public Discussion: limited to 15 minutes

War Memorial: needs cleaning

Ponds: need cleaning

A505 junction: parishioner congratulations via Cllr Foote to Parish Council for achieving improvement.

Invergloy: works being undertaken: is there a current planning application?

*Meeting resumed*

16.127 Planning:  
Planning applications:

UTT/16/2466/FUL Planning application	Windmill Poultry Farm, Mill Causeway Construction of 1 dwelling, stables and detached garage: <i>objection</i>

Planning decisions:

Appeal: Cedar House UTT/15/3231/FUL no update available

16.128 Finance PKF Littlejohn: External Audit: update

The external auditor's report has been posted to the main notice board with the auditor's recommendation regarding the minor comment: the Parish Council meeting agreeing the End of Year document was signed the day after

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the commencement of the public consultation period which began on the 6<sup>th</sup> June and was open for 30 days including the first week of July.

**PROPOSAL: That Chrishall Parish Council herewith agree the external auditor's report and adopt the recommendations contained therein.**

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

Finance Summary:	Balance Brought Forward:	£32,389.33
	Plus Income	£0.00
	Less August Payment	£3,569.033
	(less ring fenced	£6,050.00
	(Pavilion £3,500)	
	(Burial deposit £50)	
	(Robert Reed Hall £2,500)	
	Total available to Council	£28,820.30

16.129 Essex County Council: school transport issue:

A response to the letter sent to Sir Alan Haselhurst MP has been received, which states that it is the responsibility of parents to get children to school. The clerk will contact Cllr Lodge to ascertain what responsibility the Education Department has to ensure children are able to attend school, specifically regarding the financial circumstances of individual families and ability to pay. Cllr Hargreaves will also be contacted for additional information with regard to this issue.

NOTE TO MINUTES: <https://www.gov.uk/free-school-transport>

*All children between 5 and 16 qualify for free school transport if they go to their nearest suitable school and live at least:*

- *2 miles from the school if they're under 8*
- *3 miles from the school if they're 8 or older*
- *Saffron Walden County High admissions:*

*Pupils who live (2) in the priority admission area for the school, which constitutes the following parishes: Ashdon, Great Chesterford, Great Sampford, Hadstock, Hempstead, Littlebury, Little Chesterford, Little Sampford, Radwinter, Saffron Walden (including Little Walden), Searoads End, Strethall, Wendens Ambo.*

*5. Pupils whose home address (2) makes Saffron Walden County High School the nearest secondary school, with distance determined by straight line measurement*

16.130 Chrishall Halls: update

Licences and agreements: Derek Ailes:

The clerk reported on behalf of Cllr Ailes that the Chairman of the Village Hall Committee will liaise with the committee members for further clarification regarding the management document.

The Robert Reed Hall application is with Land Registry.

16.131 Jigneys Meadow, pavilion & play area: update  
Hastoe Housing Association. Update  
Public meeting: 15<sup>th</sup> November 5-7.30pm

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Road naming: the proposed name is currently with UDC for consideration.

Pavilion:

Extension of use and building regs: Cllr Ailes and Kay will progress the application for change of use relating to the clerk's office.

Maintenance update: all planned works have been completed. Additional works will be carried out once the relevant permissions have been achieved.

Pavilion: official opening planned for Easter 2017  
Quotes for signage to the Brand Pavilion and Robert Reed Hall are to be achieved, and the renaming process established with UDC and the Post Office. **ACTION: CLERK**

Rename: Brand pavilion: both existing members of the Brand family have formally agreed to the name change.

Access to Jigneys Meadow from houses: update

Following discussion, Councillors agreed that legal advice be sought regarding the legal and insurance aspects of such access onto public land.

**PROPOSAL: That Chrishall Parish Council herewith agree that the clerk will seek legal advice concerning access onto Jigneys Meadow from private dwellings.** PROPOSED: Cllr Pitfield, second Cllr Parish. AGREED AND RESOLVED UNANIMOUSLY. **ACTION: CLERK**

Play area: Cradle swings replacement cost: £2,490  
Other maintenance costs: £1,160

Application to Brand Trust: £2,000 granted

Councillors formally thanked the Brand Trust for financial assistance with the provision of the replacement cradle swing.

The clerk will seek quotes which include removal of the existing frame, and installation of the new cradle swings. **ACTION: CLERK**

#### 16.132 Highways issues:

Cambs County C: A505: discussion with CCC to improve safety  
The clerk has contacted various Councillors and officers, and is awaiting a response from the Road Safety unit. The clerk will chase. **ACTION: CLERK**

Church Road: drain blocked: scheduled for major works  
The clerk has chased this action, and will chase again. **ACTION: CLERK**

Dark & Park Lane: Suggestion to obtain road planings and a local farmer has offered to distribute free of charge, with the assistance of volunteers. ECC has advised that road planings will be supplied when a secure site is made available.

Palmers Lane pothole opposite school exit: 2483915  
**Reference: 2483915**

**Current Status: MONITORING FOR DETERIORATION**

**Last updated: 05/09/2016 - 11:00**

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We have reviewed/inspected a CARRIAGEWAY DEFECTS at PALMERS LANE, CHRISHALL and at present this does not meet our criteria to be fixed. However, we will continue to monitor it during our routine inspections to assess any deterioration.

Cllr Parish will take a photograph and provide an indication of depth which will be sent to Cllr Lodge. **ACTION: SP/CLERK**

Abrams Lane Protected verge signs 2455490:  
Added to Highways Rangers list

Royston Road bridge over brook: Rights of Way update awaited.  
Rights of Way has advised this is the responsibility of Bridges Department.  
The clerk will chase. **ACTION: CLERK**

Mill Causeway: damage to triangle 2485580.

16.133 Superfast Broadband: update

Cllr Parish advised that superfast broadband should be available to 95% of the community, but there is still no sticker on Cabinet 5 providing advice on how to achieve a connection. Coverage needs to be clarified.

16.134 Speed and traffic calming:

Cllrs Parish and Slade commented that parents are utilising the Red Cow car park at school times, and are parking away from the junctions of High Street, Church Road and Palmers Lane. This is a very encouraging position.  
Chrishall Parish Council will request that the Head Mistress of the primary school, the Chair of the Primary School Governors, the Chair of the Pre-School Governors and Essex Police to attend the next meeting.

16.135 Policing in Chrishall:

The Essex Police and Crime Commissioner responded to the Parish Council letter that it was the responsibility of the Chief Constable to reply.  
A Police Inspector telephoned the clerk to explain the problems of policing with very limited financial resources, but advised that he would specifically focus on parking issues around the school. The clerk will make contact and ask for a representative to attend the next Parish Council meeting.

**ACTION: CLERK**

Police Crime Plan Engagement:

Councillors agreed the Parish Council should respond to this consultation.

**ACTION: CLERK**

16.136 Correspondence

Mrs V Dalling: Agreement to rename: The Brand Pavilion

Mr D Brand: Agreement to rename: The Brand Pavilion

Sir Alan Haselhurst MP: school transport

EALC

LGF Consultation: precept capping

A draft letter has been prepared. Following discussion, Councillors agreed that a tiered system needs to be implemented, with the emphasis made that small parishes need flexibility to precept sufficient funds to enable improvements to be made which benefit the respective communities.

**ACTION: CLERK**

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ECC	Road planings and bridge update
CPRE	Fieldwork email magazine
Essex Police	by telephone
Essex Police & Crime Commissioner: response to letter	
Cllr John Lodge	School transport
UDC	Boundary Commission update: no change to Chrishall
Mr Cade	Burial Ground: memorial stones covered in vegetation Request to lift memorial stone on a plinth

**PROPOSAL: *That Chrishall Parish Council herewith agree with a request to lift a memorial stone onto a plinth subject to a specialist stone mason undertaking the works.*** PROPOSED: Cllr Jackson, seconded Cllr Slade. AGREED AND RESOLVED UNANIMOUSLY. **ACTION: CLERK**

16.137 Date of next Parish Council Meeting: Tuesday  
2<sup>nd</sup> November: budget & precept

Meeting dates for 2017:

4 <sup>th</sup> January	1 <sup>st</sup> February	1 <sup>st</sup> March	5 <sup>th</sup> April	3 <sup>rd</sup> May
7 <sup>th</sup> June	5 <sup>th</sup> July	6 <sup>th</sup> September	4 <sup>th</sup> October	1 <sup>st</sup> November
Annual Parish Meeting:		Monday 15 <sup>th</sup> May		

*Meeting closed at 9.35pm*

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