

MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING

**Held on Tuesday, 3rd July 2018 at 7.30pm in the
South Hall, New Village Hall, Crawley End, Chrishall.**

PRESENT: Cllr Derek Ailes (chairman), Cllr Ian Pitfield, Cllr Jane Holloway,
Cllr Stephen Foote, Cllr Steven Parish, Cllr Tracey Slade
Clerk: Belinda Irons

Uttlesford District Councillor Robert Chambers

PUBLIC: 0

18.88 Apologies for absence: Cllr David Thomas, Cllr John Kay, Cllr
Sheena Lashko.

Mike Dearman: Advisory Committee

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

18.90 Declaration of Members Interests:
(disclosable pecuniary/pecuniary/non-pecuniary)
Cllr Holloway Chrishall Primary School Governor non-pecuniary
Planning: The Stable, Broad Green: pecuniary
Cllr Parish Planning: Greenwood: pecuniary

18.91 Minutes of Previous Meetings: 5th June
Minutes of the meeting were agreed as a true and correct record and
were duly signed.

18.92 Public Discussion: limited to 15 minutes
Fly tipping: Bury Lane by pumping station in the hedge

Bury Lane/B1039 junction: brambles need to be cut back

Dirty road signs: Cllrs Foote and Parish will clean

Wire Farm Pond: railing broken

Church: signage from centre of village required.

Church Road: incorporation of public land into private garden area:
Essex County Council objected to a planning application at this
property as it contravened its land ownership.

18.93 Planning: Cllr Holloway

UTT/18/1721/FUL Former Piggeries Chrishall Grange Road
Demolition of existing building and erection of 1
no. new dwelling with detached garage and new
farm access

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*Planning application: objection
Rural area beyond the green belt
Outside the development boundary of the village
Unsustainable site*

UTT/18/1354/HHF Greenwood Church Road
Single storey rear extension and alterations to
existing side extension
Permission granted

UTT/18/1248/HHF Camps Cottage Broad Green
Convert existing garage annexe into living
accommodation for elderly mother
Decision awaited

UTT/18/1430/HHF The Meads, Bilden End
Single storey rear extension
Decision awaited

UTT/18/0783/HHF Broad Green Stables, Broad Green
Alterations and extension to existing out-building
and conversion to annexe for family member:
Decision awaited

Stansted Airport:

UTT/17/1640/SO Scoping Option under Town and Country Planning
Act (Environmental Impact Assessment) Regulations 2017: proposed
increase in annual passenger numbers to 44.5 million:

Cllr Chambers commented that night flights are not included in the
application and therefore a decision cannot relate to them.

The Chairman changed the running order of the meeting:

18.97 Finance

Finance Summary:

Year End Balances:

Balance Brought Forward:	£38,032.59
Plus income April	£15,800.00
Less expenditure April	£7,795.74
TOTAL:	£46,036.85

Balance Brought Forward:	£46,036.85
Plus income May	£2,971.00
Less expenditure May	£1,928.75
TOTAL:	£47,029.10

Balance Brought Forward:	£47,029.10
Plus income June	£3,068.74

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Less expenditure June	£4,544.46
TOTAL:	£45,553.38

The Clerk advised that the Parish Council had been awarded a grant of £3,500 from Uttlesford District Council. The VAT claim is due for submission which will return in excess of £3,000. The insurance company had indicated that it will provide a cash settlement which will pay for internal works and a proportion of the insulation replacement costs which will be in excess of £6,000. The Parish Council had budgeted £8,000 towards the Robert Reed roof replacement.

Year End & Audit: Accounts open for inspection 2nd July.
All documents submitted to PKF Littlejohn for external audit to take place: all documents have been emailed to PKF Littlejohn before the 30th June 2018.

The Chairman reverted to the agenda:

18.94 Robert Reed Hall: roof replacement: update

The Chairman commented that an issue has arisen as Cambridge Roofers insurance was difficult to 'tie down'. Cambridge Roofers had provided policies from different insurance companies but no insurance would be provided on the insulation element. Cambridge Roofers had provided the last insurance element at 7.10pm that evening despite being asked for it some two weeks previously.

The Chairman had circulated some updated documentation prior to the meeting including the quote.

CLS has provided insurance documentation which comes from one company and covers workmanship and materials and is included in the quote.

The Clerk commented that Cambridge Roofers were using different suppliers for each element of the roof, whereas CLS was using a 'whole roofing system' from one supplier.

The Chairman commented that the Clerk clearly supported CLS. The Chairman further commented that it was important to provide accurate information when the Clerk commented that Cambridge Roofers had indicated an extended timeframe when attending the meeting where they were advised they had been awarded the work. The Clerk had said that Cambridge Roofers had stated they would need extra time for various additional works which the Chairman stated was incorrect. Additional time was stated for installation of the insulation which Cambridge Roofers had not included in the quoted timescale. The Clerk did not, at the time, remind the Chairman that Cambridge Roofers had stated an additional time extension may be required as the delivery and erection of scaffold could not be guaranteed on

Monday, 25th July and that weather conditions may mean extending the length of time for construction.

Cllr Pitfield commented that Cambridge Roofers had installed the previous roof and proven competent. The Clerk responded that the Chairman had investigated the company and found that the original Cambridge Roofers had been dissolved some 4 years ago and the current company quoting was not therefore original company.

The Clerk commented that reading the first page of the revised quote, Cambridge Roofers stated:

It should be noted that, compared with traditional coverings such as tiles and slates, most bitumen based mineralised felt roofs have a typical life of 10-15 years. They are also prone to sudden failure and leakage. Periodic re-covering will, therefore, be necessary to avoid sudden damage to potentially valuable building contents. When this is undertaken, the supporting structure may also need some attention.

The Clerk questioned how a 20 year guarantee can be applied to a system which has been stated will fail before the guarantee would end.

Cllr Slade commented using analogy that it was better to use one company for everything, rather than have different suppliers for different elements.

Cllr Pitfield commented that both companies were competent and it was not worth paying the additional £4,000 for a more secure insurance. Cllr Pitfield questioned whether any claim made against either insurance would be successful.

The Chairman commented that he had submitted Cambridge Roofers quote to the school for their surveyor to make comment, and they had no problem with the quote. Cllr Holloway questioned this and asked for a copy of the correspondence.

The Chairman further commented that one insurance was simple, the other more complex, but it was difficult to justify the additional expenditure.

Cllr Pitfield commented that the insurance was not that important, and that he was happy to go with Cambridge Roofers provided the Chairman and Mike Dearman were in agreement. The Chairman said that he was happy with Cambridge Roofers as was Mike Dearman. Cllr Foote supported the cheaper option.

The Clerk pointed out that the Chairman had to chase Cambridge Roofers repeatedly for documentation, and this was very concerning as there could be a question over future performance and delivery to time. The Clerk commented that she and Cllr Holloway had met both

contractors and had a question over Cambridge Roofers. Cllr Holloway supported this statement.

A heated discussion between Councillors ensued, and the Chairman commented that if he was voting he would vote for the reformed roof quoted by CLS.

Cllr Parish commented that it was important to get the standing water off the roof quickly to ensure the roof surface lasted as long as possible.

The Chairman asked for a show of hands who supported Cambridge Roofers. Two Councillors raised their hands.

The Chairman then asked for a show of hands who supported CLS. Cllr Holloway commented she supported CLS with a reformed roof. The Chairman reframed his question and asked for a show of hands who supported CLS with a reformed roof. Three Councillors raised their hands.

PROPOSAL: *that Chrishall Parish Council appoint CLS Roofing Specialists to install a reformed flat roof to the Robert Reed Hall as Cambridge Roofers had been unable to provide sufficient insurance and assurance following its previous appoint to carry out flat roofing work.* PROPOSED: Cllr Slade, seconded Cllr Holloway. The Clerk specifically asked if there were any abstentions or objections and none were offered. AGREED AND RESOLVED UNANIMOUSLY.

The Clerk will send all documents to the Parish Council insurer to ensure it is in agreement with the products to be used and that the 20 year insurance backed guarantee is acceptable.

Further discussion ensued regarding the cladding to the school gable end. This also became heated as Cllrs Foote and Pitfield wanted to do the work if the cost was acceptable to protect the new roof, and Cllr Holloway was adamant that the Parish Council could not carry out works to a building that was not in its ownership.

18.95 Members Portfolio Reports:

Cllr Holloway: Chrishall Primary School: update
The school has to install a new heating system which will cost in excess of £13,000. This heating system also heats the Robert Reed Hall. Cllr Ailes commented that the Parish Council needs to pay a proportion of the cost which relates to total floor area. Other Councillors felt that a 'one-off' donation should be sufficient. There was agreement that a decision could not be taken now due to the cost of the roof, but it would be revisited in the future.

Cllr Pitfield: Highways update
 Speed: site meeting requested with HCC & UDC: Cllr Moran had supplied dates but Cllr Pitfield was only available for one date. Cllr Pitfield recommended further dates to be requested. Cllr Pitfield also recommended the Parish Council send a strong letter to ECC Highways regarding how the County Council decides which roads to resurface and why, how road repairs are audited and when, and why the County Council does not seek Parish Council recommendations for works to be carried out. Cllrs Chambers, Redfern and Moran to be copied in. **ACTION: CLERK**

Cllr Foot Legal, contract & administration
 General Data Protection Regulations: Policies & Procedures:
 Cllr Foote commented that actions have now been completed and this item can be removed from the agenda until such time as any new information is available.

Jigneys boundary: gates on meadow/ ownership: Cllr Foote recommended a permissive path only sign to be put onto the Parish Council gate from Langford Drive. **ACTION: SF**

Gates from private properties onto the Meadow: this is a more complex issue which requires further investigation. **ACTION: SF**

Cllr Parish Superfast Broadband
 Cllr Parish attended a meeting where Gigaclear gave a presentation. Only 8 people were present. Gigaclear stated the installation route for fibre could be from Manuden to Clavering and then towards Chrishall. In Chrishall the route will be from the B1039 up Bury Lane into the village. Each property will have a 'pot' installed outside to enable households to be connected to the system. Gigaclear stated an intention to install in grass verges and footways were ever possible with minimal damage to the highway. Existing infrastructure cannot be used. Progress can be followed on the Gigaclear website and on Street Works. It was indicated that works would be completed by the end of 2019 in Chrishall.

Cllr Slade Youth Club update:
 Cllr Slade reported that she had been visiting Gt Chishill Youth Club and wanted to fill the gap when they are closed across the summer. There is an intention to open the Chrishall Youth Club every Tuesday evening starting end of July until the beginning of September from 6.30pm to 8.30pm for 10-15 year olds. There are only two volunteers over 18 in addition to Cllr Slade.

18.96 Advisory Committee Report: Mike Dearman: no report supplied.

18.98 Clerk's updates:

Pavilion:

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Sign from High Street: ongoing
 Cleaning: the Clerk cleaned the pavilion before the charity cricket match took place. The facilities were particularly bad. The Chairman advised the Parish Council that it was not the Clerk's job to clean the pavilion. The Cricket Club had a long-standing agreement that it would clean the pavilion and changing rooms in exchange for free use of the facilities. The Chairman will speak with the Cricket Club and request that this agreement is honoured. **ACTION: DA**

Play Area:

Annual safety assessment: received but the Clerk is awaiting delivery in a different format as she was unable to open the original document.

Highways issues:

Church Road: drain blocked: scheduled for major works
 Reported: 2500491: on ECC website as 2501345:
 not requiring immediate action. To be completed
 by end November 2017. Chased Cllr Moran 7.2.18
 & 22.2.18

Royston Road bridge over brook: Rights of Way: to be installed July 18
 Highway resurfacing: Drains remain blocked: will result in damage to
 new surface: email sent to Cllr Moran

The Clerk reported Cllr Moran had attended the office and advised the bridge is built but in storage 'somewhere' awaiting installation. He further commented that he was chasing various items but finding it very difficult to get action from Highways.

Gigaclear letter states completion by 30.6.18: see above

Church Road: incorporation of layby and verge into private front
 garden: The Clerk will seek advice from Cllr Moran and Cllr Chambers
 on how to progress this issue. **ACTION: CLERK**

18.99 WWI: working party to be formed to progress commemoration:
 The Chairman will speak to other organisations. **ACTION: DA**

The Chairman further commented that the Parish Council methods of
 communication with the village need to be improved, and this should
 include new notice boards. This will be an item for the next agenda.
ACTION: CLERK

18.100 Correspondence
 Cllr John Moran: Bridge update
 Cllr John Moran: Highways meeting
 Cllr Robert Chambers: Highways meeting
 Uttlesford ALC Meeting with Roger Hirst

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Bogangles Design: cheque not cleared: incorrect payee
CLS Roofing Insurance documents
TV Licencing confirmation no TV licence needed

18.101 Date of next Parish Council Meeting: Tuesday
4th September, 2nd October, 6th November

Meeting closed at 10.08pm

Chairman's signature..... 4th September 2018