

MINUTES OF THE CHRISHALL PARISH COUNCIL MEETING
Held on Tuesday, 4th September 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 Steven Parish, Cllr Tracey Slade, Cllr David Thomas, Cllr John Kay, Cllr Sheena Lashko.

Clerk: Belinda Irons

Uttlesford District Councillor Robert Chambers

PUBLIC: 1

18.111 Apologies for absence: Cllr Stephen Foote

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

18.113 Declaration of Members Interests:
(disclosable pecuniary/pecuniary/non-pecuniary): none

18.114 Minutes of Previous Meetings: 3rd July & 25th July: not signed.
Next Agenda.

18.115 Public Discussion: limited to 15 minutes: no comments received.

The Chairman changed the running order of the meeting:

18.118 Members Portfolio Reports:

Cllr Slade Youth Club update

Cllr Slade reported that the Youth Club which she ran across the summer had proven a great success. There were 99 attendees, and 29 regular members.

The children reported they had a great time and want the Youth Club to continue. Cllr Slade will run the Youth Club on the 4th Tuesday of each month.

Cllr Slade further commented that she wished to organise a pavilion users committee which will consist of those who use the pavilion on a regular basis, to ensure the building is used correctly and in line with Parish Council requirements for compliance with insurance.

Cllr Chambers very kindly offered financial support to ensure the Youth Club continues.

Cllr Ailes commented that he would want the football posts erected on Jigneys. He further commented that replacement lightweight tables

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would be beneficial for all pavilion users, and that storage units could be built under the changing room benching.

A vote of thanks was extended to Cllr Slade for her hard work with the children.

Cllr Slade left the meeting at 7.58pm

Cllr Ailes

Robert Reed Hall: land registry update: Cllr Ailes reported that investigation into documents relating to the Robert Reed Hall (formerly the village hall) had revealed that the Village Hall Committee had never actually owned the building. The original Deed of Gift from Mrs Langford gifted land where the current school playground is sited. This land was transferred to Essex County Council as part of a land swap with the land which the building currently stands on.

Land registry is still taking a decision on the ownership of the 'out' section of the roadway, which may belong to the Village Hall Committee. It is important that ownership is established as repairs to the roadway need to be directed to the correct owner. A number of utilities run under this section of road.

Cllr Holloway: Chrishall Primary School:
The new term starts on the 5th September.

Cllr Pitfield: Highways update

Speed: site meeting requested with HCC & UDC:

Cllr Pitfield reported that resurfacing works had not received any sort of quality control, as ridges of hardened chippings were evident on many roads which were a significant hazard to all road users. Pot holes had not been correctly filled prior to chipping application. Some of the new surfacing had been damaged by lorries.

Essex County Council had not consulted the Parish Council. Broad Green was resurfaced despite being contacted and advised it did not need to be done.

Cllr Pitfield commented that he believed that Highways was being run by the contractor, and not by the County Council.

Cllr Chambers commented that he had contacted the Councillor responsible for Highways but had not as yet received a response. There had been no response to his email to Cllr Moran on this issue.

20mph zone: The Parish Council will contact the UDC Local Highways Panel to press ahead with the proposed speed restriction. Cllr Chambers will explain why the limit is required. **ACTION: IP**

Cllr Kay

Village Hall Committee: report: the Committee has invested in enlarged photographs for the South Hall, which Councillors commented were very good and an enhancement for the room.

The Village Hall will be the official polling station for elections.

Web site: discussion: Cllr Kay commented that the website was not restricted to Parish Council business but was a hybrid for the village to utilise. Appropriate information will be posted, and duplications kept to a minimum.

Cllr Ailes recommended a working party be formed to consider village communications, with specific focus on emailed information, notice boards, village web, village newsletter. He recommended that the website was kept simple with links to other pages and web sites. The web site should be a communication tool only. All users should be involved.

NEXT AGENDA

Gates onto Jigneys: Cllr Ailes reported that the neighbours had commented the gate on the High Street access was in their ownership.

Cllr Parish Superfast Broadband:
Gigaclear are installing fibre 'pots' in Broad Green. Whilst Gigaclear will be installing fibre, there is no requirement for anyone to use them as a supplier.

A roadways 'app' shows works in Chrishall commencing June 2018. There is a public meeting in Duddenhoe End on the 12th September.

Cllr Thomas Environmental Report:
Stop Stansted Expansion have made application to the High Court to try to get the application decided by Central Government.

Cllr Lashko Community initiatives:
A working party will be required to organise any major events.

18.116 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
Permission refused

UTT/18/1822/OP 62 High Street
Outline application with all matters reserved for the
demolition of the existing garage and development
of up to 2 dwelling houses
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

18.117 Robert Reed Hall: update: all works completed. Cllr Holloway recommended the Parish Council formerly writes to the school and states pins cannot be pushed into the ceiling. Cllr Parish stated that he had been advised the warm air heating system smelled. Cllr Holloway commented this would be an issue for the school to attend to. Cllr Ailes commented that the void above the suspended ceilings will need to be cleaned regularly. There is a requirement for the roof to be inspected annually to ensure the warranty is valid.

Cllr Parish offered a vote of thanks to Mr Bill Holloway for his volunteer work on this project which included painting all the cladding, emptying the hall of pre-school equipment, removing the broken fridge, transporting vegetation to the dump, and offering support to the working group generally and the Clerk specifically.

There ensued further discussion which reiterated information and comments made at previous meetings relating to the amount of rent achieved, Parish Council liability, lease term and whether the building was an asset or a liability. The member of public present also made comment, specifically around the amount of money spent, the precept, whether the work was like for like or improvements, and that the building was a liability. The Chairman disagreed with the last comment, stating the building was an asset. The Chairman did, however, comment that he was resigning as a direct response to the cost of the repairs. He further commented that the Parish Council now has a number of assets and it was important that sufficient funds are available to maintain them. Reducing the precept was not recommended but ring-fenced funds were needed to ensure assets were protected.

Cllr Chambers left the meeting at 9pm

18.119 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 |

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

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| | |
|--------------------------|------------|
| Balance Brought Forward: | £47,029.10 |
| Plus income June | £3,068.74 |
| Less expenditure June | £4,670.46 |
| TOTAL: | £45,477.38 |

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|--------------------------|------------|
| Balance Brought Forward: | £45,477.38 |
| Plus income July | £15,197.16 |
| Less expenditure July | £23,715.24 |
| TOTAL: | £36,899.30 |

Year End & Audit: update: the external auditor report is still awaited.

The Clerk provided a detailed reported on the income and expenditure on the repairs to the Robert Reed Hall. The Clerk advised that the income relating to the insurance payment and the UDC grant had been added into the budget head on the Year to Date spreadsheet for the Robert Reed Hall to ensure a realistic figure for the repairs was shown.

Interim audit: recommendation for interim audit to be carried out. The Clerk commented that this proposal needed to be decided for compliance with regulations.

PROPOSAL: That Chrishall Parish Council herewith agrees to appoint Greenbiro Ltd to carry out an interim audit due to the level of expenditure in the first half of the year at a cost of £300. No proposer, no seconder. THE MOTION WAS NOT CARRIED.

18.120 Clerk's updates:

Pavilion:

Sign from High Street: ongoing.

Cleaning: the Clerk had obtained a quote for cleaning which Councillors felt was excessive. Cllr Slade had offered to clean the building but terms had not been discussed. **NEXT AGENDA**

Heating & insulation: The Clerk is awaiting a quote from the electrician.

Play Area:

Annual safety assessment: October 2018

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: installed Aug 18. The Clerk will write a letter of thanks to the relevant persons. The Clerk will also inform the parish via email and the notice board.

ACTION: CLERK

Highway resurfacing: Drains remain blocked: will result in damage to new surface: email sent to Cllr Moran

Gigaclear letter states completion by 30.6.18:

Church Road: incorporation of layby and verge into private front garden

- 18.121 WWI: working party to be formed to progress commemoration: The History Archive are working on a display. The village hall or pavilion could be used to serve refreshments after the service at the War Memorial. It is usual for the Parish Council Chairman to read a speech at this meeting and lay a wreath. The WI will be contacted regarding serving refreshments. **NEXT AGENDA**

- 18.122 Correspondence
Mrs A Beeching: request for PC contribution to tree pruning: The Parish Council cannot lawfully provide financial contribution to private individuals or businesses.

Mrs A Beeching: request for copy of Emergency Plan

Superfast Essex: meeting 20.9.18 7.30pm Chelmsford

Orchards East: request for volunteers to survey existing orchards and provision of assistance for planting new orchards
Item for the WWI agenda item. **NEXT AGENDA**

Mrs Duffus: potential development at Heydon

Greenbiro: interim audit £300

Brand Trust: PC representative: Sue Pegram for re-election: Councillors fully supported Sue Pegram as the Parish Council representative.

- 18.123 Resignation of Chairman: Cllr Ailes resignation:
Cllr Ailes read a statement to the meeting and stated that this was his last meeting. He reiterated comments that he had made at recent meetings, and thanked all Councillors past and present.

Outstanding documents will be passed to the Clerk.

A vote of thanks was extended to Cllr Ailes for his work on the Parish Council.

18.124 Election of Chairman

PROPOSAL: *That Cllr David Thomas be appointed as Chairman with immediate effect*: PROPOSED: Cllr Kay, seconded Cllr Lashk. AGREED AND RESOLVED UNANIMOUSLY.

18.125 Signing of Chairman's Declaration of Acceptance of Office

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

Meeting closed at 9.50pm

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