

# GREAT CANFIELD PARISH COUNCIL

*Clerk to the Council – Allison Ward*  
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Councillors are hereby summoned to attend the **Ordinary Parish Council meeting** which will be held in Great Canfield Village Hall at 8.00pm, on **WEDNESDAY 12<sup>th</sup> June 2024** for the purpose of transacting the business set out on the agenda below.

The press and public are cordially invited to attend.

Signed 

Allison Ward, Clerk/RFO  
8<sup>th</sup> June 2024

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## MEETING AGENDA

### 1. APOLOGIES FOR ABSENCE

Elected members who are unable to attend the meeting are requested to email the Clerk with their apologies ahead of the meeting.

### 2. DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

### 3. PUBLIC FORUM (Maximum 15 minutes)

Public questions or comments on items on this agenda or of local concern.

### 4. MINUTES OF ANNUAL PARISH COUNCIL MEETING 13<sup>th</sup> May 2024 for approval

### 5. COUNTY AND DISTRICT CLLRS REPORT

### 6. CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Essex County Council has notified of a road closure for three days commencing 18<sup>th</sup> June between Fitzjohns Lane and Hellmans Cross, required by Affinity Water.

The parish beacon was lit on Thursday 6<sup>th</sup> June at 9.15pm to mark the 80<sup>th</sup> anniversary of the D-Day landings.

There has been no further progress with Kemi Badenoch MP on either Crumps Farm or the byway issues. With a general election called on 6<sup>th</sup> July and parliamentary boundary changes for Great Canfield, it will be necessary to re-engage post 6<sup>th</sup> July with whoever the MP is for Great Canfield which will be in the Harlow constituency.

### 7. PLANNING

#### 7.1. New Applications

Application No	UTT/24/1346/HHF
Location	Keepers Barn Bullocks Lane
Development	Single storey side extension to create an entrance porch with pitched roof

The following application is made under permitted development and is not open to general comment.

Application No	UTT/24/1341/PAQ3
Location	Hermits Barn Cuckoo Lane
Development	Prior Notification of change of use of agricultural building to 1 no. dwelling

The following application is in the parish of Takeley, it borders Great Canfield at Hope End and is between the Flitch Way and Dunmow Road. Takeley Parish Council has called in this application if it is recommended for approval.

Application No	UTT/24/1198/OP
Location	Land To The South Of Smiths Green Dunmow Road
Development	Outline planning permission with all matters reserved except access for up to 15 no. dwellings.

#### 7.2. Decisions – For Information Only

Application No	UTT/23/3023/FUL
Location	Beresfords, Canfield Road
Development	2no. detached one and a half storey four bed dwellings, each with a detached carport

#### 7.3 Local Plan – Countryside Protection Zone

Takeley Parish Council has asked neighbouring parishes to consider the Countryside Protection Zone paper presented and discussed at the Uttlesford Local Plan meeting on 8<sup>th</sup> May and circulated to this parish council. Cllrs to consider if they wish to submit any questions or comments to the Uttlesford Local Plan meeting on 20<sup>th</sup> June.

7.4 Uttlesford responded confirming the evidence to correct street names in Great Canfield to those historically used was not sufficient to process the request. Parish Council to consider next steps.

### 8. REPRESENTATIVES REPORTS

To receive reports on the following from lead Cllrs.

8.1. Footpaths, Byways, Bridleways and Greens

8.2. Highways/Road Safety

8.2.1 To consider whether the parish council wishes to take part in the Winter Salt Scheme 2024/25.

8.3. Crime Prevention/Neighbourhood Watch – Cllr Stratton

8.3.1. To consider purchase of small cameras at known fly tipping locations to aid detection.

8.4. Tree Warden – Cllr Knight

### 9. PARISH COUNCIL PROJECT UPDATES

### 10. VILLAGE HALL

10.1. To receive a general update from the village hall committee.

10.2. To note the request to Canfield Community Trust to fund the £425 cost to put racking in the store cupboard.

10.3.To record village hall payments as set out below which have been made between meetings as they are direct debits.

<b>PAYMENT TO</b>	<b>METHOD</b>	<b>VALUE</b>
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 439.69

10.4.Village hall payments for approval at this meeting.

<b>PAYMENT TO</b>	<b>VALUE</b>
Alison Clarke Cleaning – 14 <sup>th</sup> May and 4 <sup>th</sup> June	£ 60.00
Random Task – Wracking for store cupboard	£ 425.00

10.5.To record the receipts received in May 2024 of £530 from hall hire which includes £250 for 6<sup>th</sup> July elections and a £70 deposit.

## 11. GRANTS

To consider an application from St Mary’s church, for a grant towards the upkeep of the churchyard.

## 12. FINANCE

12.1.To authorise payments at this meeting as stated below.

<b>PAYMENT TO</b>	<b>VALUE</b>
Allison Ward – Parish Clerk May 2024	£ 219.74
Information Commissioners Office – Annual subscription	£ 40.00

12.2. To record receipts in May 2024 of £415.32, this being the VAT refund from 2023/24.

12.3. To receive an update from the clerk on progress with banking arrangements.

## 13. ITEMS TO NOTE FOR THE NEXT MEETING

13.1.To consider an update to model financial regulations

13.2.To approve the general village hall risk assessment

14. **DATE OF NEXT MEETING** Monday 8<sup>th</sup> July 2024 at 8pm in the village hall.

## TIME AND CLOSE OF MEETING