

-
NEWPORT PARISH COUNCIL

**Minutes of the Annual Meeting of the Council held at 7.30pm on
Thursday, 20th May, 2021 at the Village Hall**

<u>Present:</u>	Cllr H. Bowman	(HB)	(Chairman)
	Cllr D. Alexander	(DA)	
	Cllr S. Amos	(SAm)	
	Cllr S. Ayles	(SAy)	
	Cllr R. Benge	(RB)	
	Cllr J. Emanuel	(JE)	
	Cllr A. Sampson	(AS)	

In attendance:

Mrs C. Griffin

Parish Clerk

Mrs E. Edwards

Responsible Financial Officer

4 members of the public

21/474 Election of Chairman

Cllr Howard Bowman was nominated and elected.

Proposed: SAy

Seconded: AS

All agreed

21/475 Election of Vice Chairman

Cllr Judy Emanuel was nominated and elected.

Proposed: SAM

Seconded: AS

All agreed

21/476 Apologies for absence

Apologies received from Cllr S. Burton (private commitment), Cllr S. Naik (concerns re pandemic), Dist Cllr N. Hargreaves and Cty Cllr R. Gooding.

21/477 To receive any 'pecuniary' or 'non-pecuniary' interests relating to items on the Agenda

The following non-pecuniary interests were declared:

SAy in 486, AS IN 486; JE in 486 and HB in 478, 480 and 487.

21/ 478 Chairman's comments

The Chairman congratulated Cty Cllr Ray Gooding on being re-elected to Essex County Council and Judy Emanuel on her election to Uttlesford District Council

Oil seepage on the Common - following the last meeting investigations have been made at Central Garage. The tree roots in the pipe under the Common need to be cleared and the pipe jetted through. A quotation has been obtained for this. A meeting has been arranged with the garage on Friday 28th May at 2.30 pm.

Footpath in Whiteditch Lane - A meeting is being arranged with Nigel Brown at UDC. If for any reason this does not go ahead a formal complaint will be made to UDC.

Fire pit - This was raised at a Sports Committee meeting earlier in the week. The Scouts have agreed to keep it clear in future. If this is not done it will be fenced off.

The weeds in Bullfields and Cherry Garden Lane will be dealt with.

Gaces Meadow - It was confirmed that work has been completed on the new entrances.

21/479 Public participation session (To discuss questions sent to the Clerk, by email from members of the public)

No questions had been received by the Clerk.

A resident present raised the following matters:

- UDC arrangements with Norse.

JE advised that there is a department at UDC that deals with housing and housing repairs and a partnership was formed last year with North Norfolk Council called Uttlesford Norse and they deal with repairs. The first year has not been ideal but this should improve,

- The problem is the contractor, sub lets to another sub contractor which makes it difficult to get work done and this must prove costly.

JE advised that Dist Cllr Hargreaves is looking into this.

- I understand it is now illegal to park on the pavement, but it is up to the local councils to enforce.

SAM will contact our local Community Support Constables and obtain their views

- A resident of Wicken Lea gave an update on the Allotments and Bund

Allotments - You will recall that in the Summer of 2019 the Parish Council indicated to Cala that they did not want the allotments. Since then, there have been ongoing discussions between Cala and UDC to resolve the situation. Owners have been advised of the situation by Cala since Autumn last year and we have been trying our very best to speed things up and assist Cala/UDC but the situation goes round and round in frustrating circles. In a nutshell, the area will either remain derelict and be transferred to UDC or it will transfer to the Management Company and be converted to open space. Voting of every owner on the two options was about to commence but clarity and proof of issues related to votes is awaited from Cala.

Bund - Cala were refused planning permission in Summer 2019 to double the size of the ecological bund. An Enforcement Notice was served with an expiry date of

early January 2020 since when the size of the bund has been reduced to the originally agreed height and shape. At the time of writing the landscaping of the bund is nearing completion but there are serious issues with drainage impacting on roads and associated surfaces and drainage. We have been raising concerns for months but Cala are of the view that the landscaping will solve the problem. We are yet to be convinced. UDC/ECC are aware of our concern

21/480 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 12th April 2021 (by Zoom)

It was resolved that the Chairman should sign the minutes as approved.

Proposed: JE

Seconded: SAy

All agreed

21/481 To receive the Clerk's verbal report

Flower Containers - We are planning to get these replanted in June

Central Refuges - Details were forwarded to ECC Highways and the lighting team.

The Rangers - It appears that changes have been made to the service and I am endeavouring to establish new arrangements.

20mph limit from School Lane/Bury Water Lane junction to bottom of Bury Water Lane - ECC have advised that this is not an adopted road.

CCTV - Training will be given on how to view the equipment on Friday, 28th May at 3.00pm at the Village Hall. Representatives from the Village Hall will be present and all PC members are welcome to attend.

The Common - The Gospel Hall will be repairing their wall which has collapsed on the Common.

Local Highways Panel - The next meeting is in June and I will enquire as to whether the safety audit for Bury Water Lane will be included.

Railway Crossings - Awaiting a reply from Network Rail regarding the sounding of the horns at Dixies crossing.

Tree Planting on verge at Reynolds Court - The verge belongs to Highways who wanted it reinstated as grass. The Reynolds Court Residents Group will consult regarding a "drop off" bay.

Great British Spring Clean - Following a recent email the PC will register for the scheme.

Wall at Sparrows End - Following consultation with UDC, SAy has been successful in getting the wall included in the Local Heritage list.

Salmon Field - I have been in touch with Hastoe and a member of the Salmon family as they would like to place a memorial seat at the far end of the development

Local Councils Liaison Forum - UDC have advised that the next Forum will be on 14th September, at 7.00pm. Further details to be advised nearer the date.

21/482 To receive the Responsible Financial Officer's Report and approve accounts for payment, schedules circulated prior to the meeting

The payment schedules totalling £11,179.25 for 15 items were approved.

Proposed: SAy Seconded: AS All agreed .

21/483 To approve Accounts for the year ending 31st March 2021

A copy of the Accounts for the year ending 31st March was circulated and it was proposed that these should be approved.

Proposed: SAy Seconded: AS All agreed

The Internal Auditor suggested that the PC should have an up to date Risk Register and have photographic evidence of all assets held. JE will draw up a Register and the Chairman will provide the photographs.

21/484 To approve and sign the Annual Governance Statement for 2020/21, Section 1

It was proposed that the Annual Governance Statement, Section 1, should be approved and signed.

Proposed: SAM Seconded: AS All agreed

21/485 To approve and sign the Accounting Statement for 2020/21, Section 2

It was proposed that the Accounting Statement for 2020/21, Section 2 should be signed.

Proposed: SAM Seconded: AS All agreed

The Clerk will issue the Notice of Public Rights from 14th June – 23rd July 2020.

21/486 To receive reports/updates on Planning

To receive a report from the Planning Working Group.

UTT/21/1090/HHF Oak Tree House, Whiteditch Lane (Comments by 4th May)

Extension to the front entrance and three dormer windows on the front elevation.
Two storey rear extension. Lowering of the ground floor. Creation of link to existing swimming pool and rear landscaping including and hydro pool

Comments: No objections

UTT/21/1143/FUL Greenways, Whiteditch Lane (Comments by 7th May)

Proposed erection of one dwelling (consent UTT/17/2514/OP)

Comments: No objections

UTT/21/1162/HHF Aruma House, High Street (Comments by 5th May)

Proposed single storey extension, internal alterations and fenestration changes to front elevation. Re-consultation.

Comments: No objections

UTT/21/0883/LB Belmont Cottage, Belmont Hill (Comments by 21st May)

Retention of work to remove partition between bathroom and WC. Removal and replacement of existing dry lined internal partitions and replacement of staircase.

Comments: No objections

UTT/21/1392/FULL Land rear of Branksome, Whiteditch Lane (Comments by 26th May)

Erection of two dwellings and two cartlodges (revised scheme approved UTT/15/1664/FUL)

UTT/21/1445/FUL The Joyce Frankland Academy (Comments bt 26th May)

Construction of (a) bollard lighting to footpath to MUGA/Courts (b) GRP electrical cabinet and (c) 2 cycle parking enclosures

21/487 To receive report/updates on Green Spaces and Sports

To receive an update on the new Public Right of Way fom Whiteditch Lane to Bury Water Lane

The Chairman had reported earlier that a meeting will be held with Nigel Brown at UDC.

21/488 To receive reports/updates on Liaison matters

488.1 To approve a request to hold a Fete on the Common in August

It was proposed that approval should be given for a Fete on thr Common on 14th August.

Proposed: HB

Seconded:SAm

All agreed:

488.2 To note a report from the residents of Wicken Lea

The Chairman thanked the residents for their report which had been covered earlier in the meeting.

21/489 Items for next agenda

To consider having a public toilet at Gaces Meadow.

To approve the Risk Register

To discuss and approve a CCTV policy

To discuss improvements to the roundabout at the bottom of Sparrows End Hill.

21/490 To discuss any Urgent matters of interest to the Parish

490.1 It was reported that a number of older students have been seen in the playground before 9.00am. The Chairman will check the CCTV recording.

21/491 Date of next meeting

The next meeting will be held on Monday 5th July at Church House at 7.30pm.

The meeting closed at 8.15 pm.

Signed.....(Chairman)

Dated: 05.07.21