

NEWPORT PARISH COUNCIL

**Minutes of the Meeting of the Council held at 7.30pm on
Monday, 6th September , 2021 at Church House**

<u>Present:</u>	Cllr H. Bowman	(HB)	(Chairman)
	Cllr D. Alexander	(DA)	
	Cllr S. Amos	(SAM)	
	Cllr J. Emanuel	(JE)	

In attendance:

Mrs C. Griffin	Parish Clerk
Mrs. E. Edwards	Responsible Financial Officer
Cllr N. Hargreaves	NH
Cty Cllr R. Gooding	RG (from 21/521 – 526)
Community Special Constable	
4 members of the public	

21/519 Apologies for absence

Apologies received from Cllr S. Ayles (on holiday), Cllr B. Bengé (unwell), Cllr S. Burton (private commitment) Cllr S. Naik (self isolating) and Cllr A. Sampson (private commitment).

21/520 To receive any ‘pecuniary’ or ‘non-pecuniary’ interests relating to items on the Agenda

The following non-pecuniary interests were declared:
SAM in 520, DA in 524.4; JE in 521, 532, 533 and member of the UDC Planning Committee. HB in 521, 526, 529.1, and 529.2.

21/ 521 Chairman's comments

The Chairman advised:

- If a report is to be discussed at the meeting would you please submit the report in advance so it can be circulated, read and any matters raised at the meeting.
- We are attempting to try and resolve the matter of the lease for the Scouts and I will be meeting with a local solicitor to see how we can move this forward.
- The new CCTV is working well at the Common/Village Hall but there is a fault at the Playground/Gaces Meadow which will be dealt with.
- There was some minor vandalism at the Common recently which the Caretaker is dealing with. I will examine the CCTV images.

21/522 (Number missed. Agenda incorrectly numbered)

21/523 Public participation session

The following issues were raised:

- The Chairman of the Youth Club, Andrew Yarwood, advised that ten years ago he finished building the Youth Club but he had not intended to run it. As it is an asset of the parish, he informed the Council that he intends to step away in no later than two years time. The Youth Club will be opening again on 17th September and he will endeavour to get more parents involved. Oliver's Lodge is going very well and is sustainable and they will be in touch with the PC to organise a meeting.

The Chairman thanked Andrew Yarwood for everything he has done for the Youth Club and asked if there are grants available to pay someone to take this on if a volunteer does not come forward. Andrew Yarwood confirmed that grants are available but the income from Oliver's Lodge would pay for part. He would be happy to assist with a hand over when the time comes.

SAm asked how much time is required. The actual time at the Club is approximately 4 hours per week and in addition there is administration, fund raising applications and keeping up to date with advice and guidance.

The Chairman advised that the PC will discuss the situation and establish a plan.

- The footpath behind the houses in Frambury Lane is blocked.

The Clerk will report it is overgrown to ECC.

- There are no dog bins on the Harcamlow Way.

The Council decided to take the bin away where the path comes out on Wicken Road. The Clerk will speak to the Caretakers regarding the bins.

- The gate between Gaces Meadow and Tenterfields cannot be opened.

The Clerk will ask the Caretaker to inspect and see if he can rectify.

- Some residents have complained about speeding in Cherry Garden Lane.

Many years ago we tried to get a 20mph limit but CGL was not included.

RG advised that the reason this was not included was because it would be difficult to enforce. The CSC, who was present, advised that a speed check had been carried out and he confirmed there is a problem. Most of the people speeding are residents.

The CSC's are planning to do "Speed check 100" which will give a snapshot of what is going on and this will be fed back to ECC. Results will also be forwarded to Cty Cllr Gooding. It was pointed out that speed checks are not carried out in 20mph limits. A request could always be sent to LHP for a speed check at a later date. SAm offered to attend when the "Speed check 100" is carried out,

- There is also a problem with parking near the Cherry Garden Lane/Frambury Lane junction. Could yellow lines be considered?
- What has happened about traffic calming (speed humps) in Bury Water Lane.

A safety audit is being carried out by the LHP. RG advised that there should be a report in the next few days.

- I was disappointed that Trivselhus were granted planning permission. How does the Planning Working Group process work. The PC and District Councillor submitted responses to the recent Committee meeting supporting the Trivselhus scheme.

JE advised that the PC agreed the proposal as the principle of development had been set, the Neighbourhood Plan was developed and the site was included in the plan. Trivselhus bought the land and have made more effort than anyone else by working with everyone involved. The village will be getting £6 million in benefits. The Chairman added that the reason the PC supported the application was because permission had been given to develop the site at Appeal.

- What margin is this company making?

They are reducing the number of affordable houses; there will now be 25. The Chairman added that we heard the developer was on the verge of selling the site on and another developer would in all probability not have dealt with the site so sympathetically

- I am still concerned about the surface water

A report that was done on the flood risk and it was said it would not increase the flooding risk. The problem of flooding on London Road is the culvert. There will be a new culvert supplied and the water will be diverted through it. It was stated in the report that it would improve the existing situation not make it worse.

NH said the current road drainage problem is nothing to do with the site. It is the failure of the underground drain. Nothing has been done and the problem lies with ECC and they need to sort it out.

- Every time there is inclement weather the BWL/SL sewer over flows and nothing is being done.

This is the responsibility of Anglian Water and they need to deal with it.. The District Councillors are planning to meet with the Residents Group at Wicken Lea to prepare a Case Study and we will then lobby Anglian Water.

- Could we please arrange a walkabout?

The Chairman said he would organise as soon as convenient.

21/524 To receive a report from our Community Special Constables

The CSC reported:

- In total he has carried out 32 hours of patrol. The second CSC is now fully independent and following some feedback from the community we have focused on speed checks and as reported earlier we will be carrying out a "Speed check 100" shortly.
- Some parking tickets have been issued.
- There have also been some anti-social behaviour patrols and parents have been made aware.
- We will be looking at parking during school drop-off and collection times. It is hoped our presence will assist. It is not illegal to park on a pavement; it is illegal to block it. Councillors should try and get Inspectors from the NE Parking Partnership to visit when problems arise.
- I apologise for the fact that we were called away during the Fete.
- I will investigate the graffiti reported.

Members of the PC were requested to send any issues they would like the CSCs to concentrate on. Please submit through SAM.

21/525 To receive reports from District & County Councillors

Cty Cllr Ray Gooding reported:

- With regard to an update on Covid, at present Uttlesford is doing well as figures are relatively low. Testing is also going well. There were 13 deaths related to Covid in Essex in the last week of August. Since the start of the pandemic there have been 12,230 deaths in Essex hospitals.
- There has been overwhelming support for the Afghan refugees, so please stop any collections for the time being. Three hotels in Uttlesford are being used to house the refugees. Families are being quarantined in one room. ECC have provided significant support for some of the children who were badly traumatised. If you need any more information please let me know and I will keep you updated.
- The LHP meeting will be held on Monday 13th September.

The Chairman asked for a vote of thanks to be recorded to Cllr Judy Emanuel for very quickly organising a collection for the Afghan refugees to which the people of Newport responded. This was very encouraging and we were very grateful for this.

Dist Cllr Neil Hargreaves reported that:

- He is a member of the Appointments Committee and they have recommended a candidate for the position of Chief Executive Officer a UDC.. The current interim CEO, Rob Tinlin, will leave when the new CEO comes in.
- Rob Tinlin's brief was to get the upgrade for the planning department.
- Gordon Glenday has now left and an interim, Jeanette Walsh, has been appointed.
- Roger Harborough has indicated that he would like to retire in the foreseeable future.
- An interim, Michael Kemp. has been appointed to oversee changes following Covid.

DA asked why UDC are fragmenting the office staff. NH said part of the building at London Road is very old and not very functional. Therefore, it was decided to spread the office out rather than have all staff working in Saffron Walden. The phone number, 01799 510510, will remain.

JE advised that they have a new Senior Planning Officer, Henrietta Ashun who dealt with the Trivelhuis application.

21/526 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 2nd August 2021

Following a minor amendment to 513.2 (28 was amended to 28%) it was resolved that the Chairman should sign the minutes as approved.

Proposed: JE

Seconded: DA

All agreed

21/527 To receive the Clerk's report

Duly received. Updates at the meeting in bold.

Flower Containers - The two flower boxes in the High Street are looking colourful. Our Caretakers planted the one outside Dorringtons. I have been unable to trace who planted the one opposite Premier Garage. **Thank you to NH for the information I will now send a thank you letter. I have applied for a licence for the two new cast iron containers to be placed on the pavement at the top of the steps in the High Street.**

Reynolds Court - Regarding a meeting at Reynolds Court, UDC advised me of some dates for a Zoom meeting. However, following discussion with the Chairman, I have asked them to come back to us as soon as a face to face meeting can be held. The two items to raise are Defibrillator (following request from the Tennis Court Committee) and Drop-off bay.

Oil Seepage - Simon Short from the Environment Agency last visited the Common at the end of July. There was only a slight sheen on the water in the manhole and a similar sheen on water near the outfall from the drain into the river. There was no evidence of thicker oil on the water, nor could he see any residues on the banks/vegetation that would indicate oil had been flushed out and gone downstream which is very reassuring.

Common/drainage pipe - I contacted the Env. Agency regarding the Trivselhus application and sent a copy of the report prepared by Ardent giving full details of the various options. It was passed to another team at the Env. Agency and I am still awaiting a reply. When I contacted our solicitor several years ago regarding this he advised that it is a complex and specialist area, but there are rights for utilities suppliers to compulsory acquire rights over land for the connection of mains services under the Water Industry Act 1991. There is a statutory procedure for doing so and compensation potentially payable to the landowner – although in practice these arrangements tend to be dealt with by negotiation. There is an added complication as the land is Common land and registered as a Village Green and, in view of this, additional consent may be required from the relevant Secretary of State where there are works (including digging ditches and trenches) which impede across the land.

Bury Water Lane - If the Council would like to make an application for a parking restriction (double yellow lines) opposite Willow Vale on the part maintained by ECC, we would need to carry out a consultation with the residents that would be affected by the restriction. With regard to the rest of Bury Water Lane, which is a Byway, I was advised that if it looks like a road it can have a traffic regulation order on it. **To be included on agenda for October meeting.**

Local Highways Panel - The meeting that was scheduled for 13th September has been moved and I am not aware of the new date. A speed survey was requested following a report of speeding through the village. The raising of the pedestrian crossing between the two school sites is going through the normal validation process to assess the viability and if a suitable recommendation is made then funding can be sought. **LHP meeting is being held on the 13th September.**

Closure of Hercules Bridge - I did not receive any reports of problems this time.

Dog bin - The new bin arrived for Frambury Lane and the Caretaker has collected. I have been asked if some "No dog fouling" signs could be placed at Reynolds Court.

Local Councils Liaison Forum - UDC have advised that the next forum will be on 14th September at 7.00pm. Awaiting further details.

Uttlesford Association of Local Councils Annual General Meeting - The meeting will be held by Zoom on 13th October.

Blue Plaque Scheme - I have contact the Saffron Walden Initiative again but they are still very busy. I have informed the History Group.

Shortgrove trees - One of the residents of Shortgrove came into the office and I gave her copies of the map giving details of the TPO's.

UDC Community Project Grant - Details were circulated to all the groups/organisations in the village. Closing date for applications is 1st October. At the last informal meeting it was suggested that the PC makes an application for either the new picnic tables in the playground or a Defibrillator for Reynolds Court.

Whiteditch Lane - Following the last meeting I spoke to UDC Environmental Health regarding the installation of a Noise Monitor. They did install one for a week but I understand the situation has calmed down due to holidays. The Police are aware of the problems.

Diana Sell Playground - There was recently a problem with the circular swing which Don Alexander fixed. On Wednesday 25th August a tree fell into the playground. Don has arranged meetings with two tree surgeons to obtain quotes for dealing with this tree and also to inspect the other trees. ECC Place Services carried out an inspection some years ago but only inspected the trees around the outside of the meadow.

Paths on Gaces Meadow - There was a problem with the new path at one of the entrances. Southern Landscapes came out very quickly and dealt with the problem.

Cycle Race - I have been advised that this year's Finsbury Park Cycling Club's road race will be coming through the area on Sunday 26th September around 10.00 – 12.30. It is the same route and course as previous years. The race is supervised by British Cycling volunteers,

2021 Fireworks - The Newport Firework Committee has decided (like the Round Table in Saffron Walden) to go ahead with a firework event this year. The event as usual is scheduled for November 5th. Temporary road closures have been applied for.

Reports - I have received several reports of hedges growing over pavements/roads and have asked if the Rangers tractor and flail can visit the village to cut these back. If you are aware of any tress/hedges overhanging the paths or roads please let me know.

Street lights - If you are aware of any street lights that are not working please let me know.

Neighbourhood Plan - I have asked UDC if they could print one copy for us and I am awaiting a reply. **UDC has agreed.**

Insurance - The insurance is due for renewal on 12 November 2021. The company have asked us to let them know if any changes are required.

The deadline for articles for Newport News is 30th September.

21/528 To receive the Responsible Financial Officer's Report and approve accounts for payment, schedules circulated prior to the meeting

The payment schedule totalling £12,349.42 for 12 items was approved.

Proposed: SAm Seconded: DA All agreed

21/529 Finance

529.1 To approve the booking of an EALC Chairman's Course

It was proposed that the three day Chairman's course, cost £90 per day, should be booked for the Chairman, Cllr H. Bowman.

Proposed: JE Seconded: DA All agreed

529.2 To approve the booking of a First Aid Certificated Course for Cllr Bowman

It was proposed that the First Aid Certificated Course, cost £110, should be booked for Cllr H. Bowman.

Proposed: JE Seconded: DA All agreed

529.3 To approve an additional amount to cover weeding the pathways at the ...Church.

It was proposed that an additional amount of £400 for 2021 should be paid for weeding the pathways at the Church.

Proposed: JE Seconded: DA All agreed

529.4 To approve the purchase of five picnic tables for the Diana Sell Playground

It was proposed that five coloured recycled picnic tables should be purchased for the Diana Sell Playground. A budget of £3,000 was set and details will be forwarded before the order is placed.

Proposed: SAm Seconded: JE All agreed

A grant application may be submitted for either this or the Defibrillator at Reynolds Court.

529.5 To approve a quotation for the removal of the willow tree at the Diana Sell Playground and any other work considered necessary.

As the tree needs to be removed quickly it was proposed that the quotation of £450.00 plus VAT should be accepted.

Proposed: JE Seconded: SAm All agreed

It was suggested that a large piece of the trunk should be left and firmly secured for the children to play on. DA will make final decision on this.

529.6 To approve a donation to the Pond Common Trust for the Church Clock.

It was proposed that a donation of £55.00 should be paid to the Pond Common Trust.

Proposed; JE

Seconded: DA

All agreed

529.7 To consider a contribution to wi-fi at the Village Hall

It was proposed that a contribution of £15.00 per month should be made to the Village Hall for the wi-fi.

Proposed: JE

Seconded: HB

All agreed

The Chairman to check that this will be available for the public to use and also if it would be possible to have wi-fi at the Playground/Gaces Meadow.

529.8 To consider a donation to Stansted Airport Watch

It was agreed that a donation should not be made.

529.9 To approve a booking of the ECC Briefing for the Parish Clerk

It was proposed that a booking should be made for the Parish Clerk, cost £20.00

Proposed; HB

Seconded: JE

All agreed

21/530 To approve the CCTV Policy, circulated prior to the meeting

The policy was approved subject to:

- The Police being notified. The Chairman will send them a copy of the policy together with a covering letter.
- A log book will be obtained by the Chairman in which regular checks can be recorded together with details of any incidents.

The Chairman will obtain details of ongoing maintenance.

21/531 To receive reports/updates on Planning

531.1 To approve the nomination of the land to the rear of the Coach & Horses public house as an Asset of Community Value.

It was proposed that the rear of the Coach & Horses Public House should be nominated as an Asset of Community Value.

Proposed: JE

Seconded: DA

All agreed

The Chairman requested a vote of thanks to be recorded to Cllr Sampson for all the work he had done on this nomination.

531.2 To receive an update on the Trivselhus planning application.

An update had been given under item 21/523. There was nothing further to add.

531.3 To consider the information received on laying a drainage pipe across the Common and agree the next step.

It was agreed that the Clerk should contact the PC's solicitor for advice.

531.4 To receive a report from the Planning Working Group.

To discuss the following planning applications and any additional planning applications received after the publication of the agenda, agree responses and any other planning matters:

UTT/21/2398/FUL Land north of the Potteries, London Road (Comments by 24th August) Application to vary condition of planning application UTT/21/1650/FUL.

UTT/21/2473/FUL The Joyce Frankland Academy (Comments by 9th September) Siting of 4 metal storage containers to School playing field.

UTT/21/2536/CLE 141 Cherry Garden Lane (Comments by 9th September) Certificate of lawfulness for existing single storey extension.

UTT/21/2598/HHF 1 Bury Water Lane Newport CB11 3TZ (Comments by 14th September) New conservatory to replace existing veranda

UTT/21/2674/FUL Coach & Horses Inn, Cambridge Road (Comments by 23rd September) Erection of four semi detached dwellings on land to the rear of the existing public house utilising existing access off Cambridge Road, reconfiguration of public house car park, with associated hard and soft landscaping.

JE will call in application UTT/21/2674/FUL if the Planning Officer is minded to approve. The Planning Working group will draft responses to the above and circulate.

21/532 To discuss the report received from the Environment Agency on River Management and Monitoring

The Clerk will request a site meeting with the Environment Agency.

21/533 To receive an update on the King Edward Mews footpath.

It was agreed that this is an important issue because of the dangerous bend at the bottom of Bury Water Lane and everything possible should be done to allow this path to be used. JE will check the conditions and then liaise with the Chairman regarding a formal letter of complaint.

21/534 Items for next agenda.

To be raised at informal Zoom meeting.

21/535 To discuss any Urgent matters of interest to the Parish..

No further items were raised.

21/536 Date of next meeting

The next meeting will be held on Monday 4th October at Church House at 7.30pm. An informal Zoom meeting will be held on Monday 20th September at 7.30pm.

The meeting closed at 9.20 pm.

Signed.....(Chairman)

Dated: 04.10.21