

Clerk's Report January 2021

Details	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update	Date closed	Date decision ratified if applicable
Action taken under delegated powers				
	Website hosting and new email addresses.	Hosting contract renewed until 11.12.2021. £80 plus VAT = £96 including free email addresses (unlimited number)	04-Jan-21	
	Professional planning advice in relation to opposing the appeal relating to land south of Brick End	Asked Salvatore Amico of Attwaters to send formal terms on the basis he will prepare written representations for BPC. See further 12 March 20 item 13 below and planning tracker ref UTT/19/0177/FUL.	04-Jan-21	X
	Application from Elmswood to discharge the conditions imposed on planning consent (resolve noise, flooding and encroachment on highway). Ref UTT/20/3374 and 3375/DOC.	Drafted response to meet time limit (12 January 21). Asked Essex Highways to advise us and UDC whether the highways-related condition should be discharged.	06-Jan-21	
	Report of flooding from Elmswood onto road and towards Broxted Hall entrance. Flood water reported to contain effluent (22 Dec 20).	Reported to Essex County Council floods management, UDC planning enforcement and environmental health, and Essex Highways as a risk to safety - ref 2694668. Inspected by Highways.	30-Dec-20	
	Liability to Great Easton Parish Council outstanding for £50 contribution to cost of defibrillator training session	Clerk has asked Parish Clerk if this is still outstanding in their accounts. New cheque sent by post. Not yet cashed.	15-Nov-20	

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		Damage caused by contractors replacing Brick End Villas sewage treatment plant	The post is still damaged and the white road markings are still covered with mud. UDC response 2 Nov - will investigate who damaged the post. Disputing if white lines were there originally - photos supplied 5 Nov.	05-Nov-20	
		Repair organised for leak in the Village Hall roof (committee room and cupboard).	MDH Construction quote accepted. Work to be done as soon as possible.	12-Jan-21	X
Meeting	Minute				
12-Nov	5	Chair to sign approved minutes	Minutes will be delivered.	12-Nov-20	
	8.1	Village Hall fencing and gate	First estimate (£4,300 approx) obtained and circulated. Clerk is trying to obtain at least one more quote to show best value. Grant application can be modified if new quote is different. County Cllr Simon Walsh has recommended a grant of £1,000 towards fencing - clerk will complete forms (basic contact details, purpose of grant etc) with Roger and Phyllis. Terms and conditions will be circulated before form is submitted to County Council. Grant offered of £2,222 approx (50% of first quote). Second estimate of £3,378 incl VAT obtained and circulated.	01-Dec-20	
	11	Physical assets needing inspection	To check the road signs which have not already been inspected.	12-Nov-20	

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08-Oct	10	Willow tree at Cherry Green to be inspected, insurance checked and tree expert consulted on felling/tree surgery.	Resident wishes to claim on council insurance. Council's insurers (Zurich) have now opened a file and will contact resident direct. Insurance company's loss adjuster is discussing options with the resident and has so far advised the council will need to fell or cut back the tree. Further detailed advice expected. Costs included in 2021-22 budget.	14-Dec-20		
10-Sep	7.1	Carry out search engine optimisation on website	Sitemap prepared and registered with Google. Links set up and code amended. Site is now visible on Google search. Work on SEO continuing.	01-Nov-20		
11-Jun	10.1	Request from Takeley residents to sign petition to UDC (as planning authority) to preserve the Countryside Protection Zone from further encroachment, especially at Takeley	Agreed to send letter to UDC in support. Letter sent for attention Cllr John Lodge, copy to Peter Hewett of Takeley Parish Council. Acknowledgment received 29 April, reply promised from Cllr John Evans, portfolio holder for Planning and the Local Plan. Chased with Cllr Lodge's office which is following up with Cllr Evans. Response promised but not yet received.	02-Nov-20		

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12-Mar	13	Planning appeal for land south of Brick End	No start letter issued. Planning Consultant has requested information from Planning Inspectors - they say no inspector has yet been allocated. Geoff Gardner unable to advise and an independent planning consultant recommended by Geoff - Lucy Carpenter - said she is not sufficiently specialist. Planning solicitor Salvatore Amico of Attwaters has been asked to send terms of engagement to prepare written representations and advise further. Start letter still not issued. Chasing Case Officer at UDC (Nigel Brown) for details of UDC stance.	04-Jan-21	
	15	Annual assembly April	Postponed.		
	15	Annual Parish Council meeting May	Postponed. The Coronavirus Act regulations in force from April 2020 allow postponement until 7 May 2021 or for the annual parish council meeting to be held by videoconferencing. New regulations may extend this time limit.	04-Jan-21	
	15	Future meeting dates	To be held by videoconferencing.		
13-Feb	7.2	Clerk's CiLCA training	Course started again in October 2020, continuing with one session every fortnight for next 3 months.	04-Nov-20	
13-Feb	6.2	Worsening litter problem especially on Pledgdon Green Road	Clerk has told UDC. No response as yet.		

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13	Cllrs approved plan to install an interpretation board.	19.2.20 Ken agreed to come to March PC meeting. R and P informed. 12 March 2020 working group formed			