

# **Minutes of the Meeting of the Broxton Parish Council**

## **Thursday 12 November 2020 at 8pm via video-conferencing**

*Present were:*

Cllr Wendy Adams, Cllr Andy Cousins, Cllr Adam Hume, Cllr Vere Isham (Chair), Cllr Rachel Kesterton, Cllr Olivia Smith, and Kate Rixson (Clerk).  
District Councillors Geoff Bagnall and Maggie Sutton attended.

### **1 Apologies for Absence**

Apologies were accepted from Cllr Holt. County Councillor Simon Walsh, who could not attend, was thanked for his report and emails.

### **2 Declarations of interest**

None. Councillors who are members of Stop Stansted Expansion had been granted dispensations in relation to item 7.

### **3 Public Open Forum**

Lynne Isham attended.

Cllr Bagnall described steps being taken to prepare the Uttlesford Local Plan. He is chairing the Local Plan Leadership Group. The membership (representing a range of stakeholders) and structure of the Forum would be reviewed. Concerns had been expressed by parish and town councils that the choices made and procedure for appointment were not transparent and the south of the district appeared under-represented.

Details of the series of consultation meetings are on the Uttlesford District Council (UDC) website and Cllr Bagnall hoped councillors and public would join.

District councillors reminded the council that they could offer up to £2,000 per year from district council funds to help their local communities. It was agreed that Cllr Kesterton would look into how the funds might be used for struggling local families. **Action: Cllr Kesterton**

### **4 Rural Crime and Policing**

Recent discussions with police and the Community Safety Partnership meant that farmers now felt that their concerns were better understood. In the preceding few days there had been a major increase in hare-coursing incidents with vehicles driving onto fields and damaging crops. Police have responded more effectively and WhatsApp groups are being used to pass on information between farmers in local parishes. Information cards and advice on how to report incidents is being supplied for the Five Parishes area and beyond, at the initiative of councillors and farmers in Henham, Debden and Broxton.

Cllr Bagnall left the meeting after this item.

## **5 Approval of the Minutes of the Meeting held on 8 October 2020**

The minutes had been circulated and were approved as accurate. They would be delivered to the Chair for signature. **Action: Clerk**

## **6 Clerk's Report**

A written report had been circulated and uploaded to the website showing progress.

## **7 Airport and SSE**

### **7.1 Public inquiry – SSE request for funds**

It was proposed by Cllr Kesterton and seconded by Cllr Smith that £1,500 should be donated to the costs of representation of local objectors – including the parish council – at the forthcoming public inquiry. This was agreed. **Action: Clerk**

### **7.2 Evidence of environmental impact – response to report**

It was agreed that Cllr Kesterton would draft a response to the very substantial documents submitted recently by the airport's owners and would circulate this to councillors for submission before 23 November. **Action: Cllr Kesterton**

### **7.3 Attending the public inquiry**

SSE were encouraging parish councils to book time to be heard at the inquiry, although the format is not yet decided. It was agreed that Cllr Isham would speak to SSE about addressing the inquiry and that SSE would be given Broxted PC's authority to speak on its behalf in any event. **Action: Cllr Isham**

## **8 Village Hall**

The parish council met as sole managing trustee of the Village Hall Trust.

### **8.1 Fencing/hedging**

A quote has been obtained and a grant applied for. It was agreed that at least one more quote was needed to ensure best value. **Action: Clerk**

### **8.2 Broadband**

It was agreed that Cllr Hume would contact Gigaclear (Cllr Sutton would pass on useful contacts via the clerk) about costs and would also review potential uses of the hall and its facilities for the local community. It was noted that the Hall could not yet have "fibre to the premises" and a standard phone line would need to be installed before broadband could be connected. **Action: Clerk, Cllr Hume**

### **8.3 Monthly report**

It was noted that the hall was in the same position financially as last month and that the current Covid-19 regulations meant that the Pilates class could not take place until after 2 December 2020.

## 8.4 Car parking

A local walking group had asked to use the car park occasionally when starting walks there on Mondays and Wednesdays. This was agreed but it was noted that when parish coffee mornings resumed the car park would be full on a Wednesday morning once a month.

## 9 Finance

### 9.1 Report on balances, verification of cashbook and reconciliation of bank account.

The bank statements for October and cashbook entries since 1 April 2020 had been circulated electronically and no issues were raised.

#### Financial report for 12 November 2020

Receipts to 31.10.2020	£13,282.56	
Expenditure to 31.10.2020	£7,823.61	
<b>Balances</b>		
Current account 31.10.2020	£7,213.45	
Deposit account 31.10.2020	£12,451.19	
No unpresented cheques		
Less liability from 2019-20	( £50.00)*	
Available funds		£19,614.64

\*Contribution to cost of resuscitation training organised by Great Easton Parish Council – cheque never presented and now expired.

### 9.2 Approval of Payments

The following were approved, copy invoices/payroll calculations having been circulated.

Payee and purpose	Amount £
K Rixson for Clerk's salary (net) for 51.08 hours worked in October	459.91
Subscription to The Hundred Parishes Society	10.00
Subscription to the Campaign for the Protection of Rural England	36.00
Re-issue of expired cheque to Great Easton PC	50.00
Total payments to be authorised	555.91

## 10 Planning Matters

The Planning Tracker had been circulated and placed on the website <https://www.broxted-pc.gov.uk>. The following items were discussed:

### **10.1 Applications and enforcement**

Applications made since the tracker was prepared:

UTT/20/2861 – build a detached house at Millfield, Browns End Road

UTT/20/2877 – to divide the Old Post Office, Church End, into two 3-bedroom houses.

UTT/20/2704 – listed building consent Pear Tree Cottage, Cherry Green – repair/replace timbers on front elevation etc.

It was agreed that the council had no objections to the above applications.

The forthcoming application by Landsec for a very large development between Great Dunmow and Little Easton was noted.

### **10.2 Local Councils' Meeting with Uttlesford DC re planning - 12 October 2020**

Notes had been circulated.

### **10.2 Neighbourhood Plans for Broxted and Five Parishes area**

Cllr Isham had established that neighbouring parishes were interested in collaborating on a joint neighbourhood plan. It was noted that Little Easton Parish Council had already started the process. It was agreed that Cllr Isham would look into funding and procedure and, if necessary, would call a (Broxted Parish Council) planning committee meeting. **Action: Cllr Isham**

### **10.3 Appeals**

Brick End caravan site refusal: It was not clear whether the planning authority (UDC) was still opposing the appeal on all three reasons for refusal. UDC had agreed to virtual proceedings at the request of the Planning Inspectorate but no date had been set.

The Clerk was waiting to hear from a specialist planning solicitor who had been recommended. **Action: Clerk**

## **11 Review of Council's physical assets**

This had been carried out by Cllr Kesterton who reported that Jenny's bench near Bexham Barns was showing signs of rot. It was agreed that Cllr Hume would inspect and advise and the clerk would check the remaining road signs. **Action: Cllr Hume, Clerk**

## **12 Decisions on issues arising from correspondence**

**12.1 Census 2021** – publicity and social media material would be requested from the ONS.

**12.2 /12.3 UDC Consultation about public engagement** – draft Statement of Public Engagement and **UDC Local Plan Community Engagement Strategy**

Views had been requested from parish councils on these draft documents. Councillors approved the drafts and appreciated the local planning authority's work on encouraging local residents to give their views. The clerk was asked to pass on their thanks to UDC.

**Action: Clerk**

### **13 Other matters for discussion or to note:**

**13.1** The next meeting of the UDC planning forum for local councils would take place on 21 April 2021.

**13.2** The Uttlesford Association of Local Councils had met in October and would hold another members' meeting in April. Attendees were mainly councillors and there was an executive committee which would be meeting in January. The subscription would be £5 this year to recognize the financial pressures facing local councils.

**13.3** Citizens Advice in Uttlesford and East Herts had written requesting financial support. It was agreed that a donation of £500 would be made to each organisation. **Action: Clerk**

### **14 Date of next meeting**

The next meeting would take place via Zoom on Thursday 14 January at 8pm. There being no other business the meeting closed at 10.30pm.