

Clerk's Report - Broxted Parish Council - 10 May 2020

Meeting date	Minute reference	Information and decision made	Action taken, current position at May 2020		Date closed
			updates on earlier items shown in bold		
	Minutes ref 12 March meeting				
	2.1	Possible grant available for interpretation board from District Councillor scheme	Claimed, received £1000.		15.04.20
	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.		

	13	Planning	<p>Coronavirus Act 2020 allows planning authorities to introduce greater delegation to e.g. the chair of the planning committee to make decisions without holding meetings but UDC has not done this. The normal 8-week statutory timetable for decisions to be made on applications is still being enforced by central government who want no delays. UDC is not carrying out site visits. Notices to be placed on site are being sent to the applicant who is asked to provide photographic evidence that it has been displayed. Planning committee meetings will be held remotely every two weeks (the usual timing). In the longer term the government is considering increasing community development rights (building for which permission would not be needed, such as adding extra floors on top of a railway station building), and introducing zoning so that certain development would be permitted within that zone.</p>		
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	13	New item - Planning appeal for land south of Brick End	<p>The appeal lodged on 3 April 2020 has been discussed with UDC planning team leader. UDC will review the evidence submitted with the appeal. Of the three reasons for refusal (see refusal letter 2019), two reasons were technical (noise and contamination) so the UDC Environmental Health team has been asked for their views. UDC will be preparing a defence of its decision, assuming the evidence does not affect all three reasons. The Parish Council may wish also to submit its views to the planning inspectorate on behalf of the local community. The appellant has asked for a public hearing but the planning inspectorate has discretion to decide the appeal on the documents. In current circumstances they may decide a hearing is not appropriate. As yet, the Planning Inspectors' timetable has not started as a "Start" letter has not been issued. When it is, it will appear on the UDC Planning Portal.</p>		
	15	Annual assembly April	<p>Coronavirus Act 2020 prohibits gatherings so this cannot be called. When restrictions are lifted a date can be fixed. There is no sanction for failing to hold an annual assembly.</p>		

	15	Annual Parish Council meeting May	Regulations came into force on 4 April 2020 enabling Parish Councils to delay the annual meeting (assembly) until after 6 May 2021 unless the regulations are repealed before then		
	15	Future meeting dates	Parish councils can now make binding decisions without meeting in person. Meetings can be held remotely via video or audio or a combination of both. The normal rules (relating to publicity, notice, the quorum and other legal procedures etc) must be observed. Until the annual meeting is held, the chair will continue in his appointment but the council may hold its annual meeting as a virtual meeting if it prefers. Four meetings must be held per financial year, one of which must be the annual council meeting at which the chair is elected. The May 2020 meeting will be the first of these four meetings for 2020-2021.		
	Minutes ref 13 Feb meeting		12-Mar-20		
	7.2	Clerk's CiLCA training	Course has been postponed by EALC.		

	11.6	Annual audit and publication of annual accounts	Regulations coming into force on 4 April 2020 have set a new timetable for the audit and publication of accounts. The auditor can complete the audit in time for the audited annual statements to be presented at the July 2020 meeting. The clerk has to submit them by 31 July 2020 and publish any time up to 30 September.		
	2.1	Drainage problems at Williams Field, Brick End.	14.2.20 Calling in of planning applications 20/0083 and 20/0084 requested. Planning decisions awaited.		
	4.3	local directory to be displayed on noticeboards	Laminated and on all boards incl Cherry Green		08.03.20
	4.4	There has been tree-felling on land planned as part of Easton Park garden community and more felling licences have been issued. Little Easton resident asked BPC to apply for TPOs of woodland. Clerk to raise questions before next meeting.	Jan 2020. Clerk asked resident if Essex Wildlife trust could talk to Forestry Commission, and if a TPO at this stage would prevent felling under licences which have already been issued. No response to these questions.		13.2.20
	2.4	car-breaking and a caravan on site contrary to planning consents at The Warehouse/The Barn, Pledgdon Green Road	Notice posted on site - copy circulated.		29.04.20
	Minutes ref 13 Feb meeting				
	6.2	Worsening litter problem especially on Pledgdon Green Road	Clerk has told UDC. No response as yet.		

	6.4	Land south of Brick End is at risk of more applications for use as caravan/traveller site. Clerk to draft letter inviting owner to sell for community benefit.	13.2.20 draft letter approved, to be sent from chairman of council. Posted 27 Feb 2020, No response. Planning appeal lodged 3 April 2020		03.04.20
	7.5	Quote needed for hedge-trimming and grasscutting from Groundcare Solutions	Hourly rate is the same as last year (£25 plus VAT). Authorised to go ahead. GCS now part of larger concern.		02.03.20
	9.2	Solicitor's enquiry about licences to cross common land at Cherry Green	Roger consulted, research done and map sent to solicitors. Letter sent. No response but no further enquiries.		12.03.20
	10	Emergency plan updated	redraft completed and circulated and lodged with Uttlesford District Council.		19.04.20
	11.4	Motion passed to change bank signatories.	Mandate change completed.		10.04.20
	12.2	Ceiling of committee room to be cleared of mildew - initial plan was to repaint but panel appears waterlogged and damaged.	Work now completed and paid for from Village Hall account (no VAT).		10.04.20
	13	CLLrs approved plan to install an interpretation board.	12 March 2020 working group formed		
	6.3	Clerk to check how speed limits could be introduced for Pledgdon Green Road and from Broxted Hall to Church End	Guidance from highways authority circulated . No further action.		12.03.20