

## **Minutes of the Meeting of Broxton Parish Council on Thursday 9 March 2023 at 7.30pm at Broxton Village Hall**

*Present were:*

Cllr Vere Isham (Chair), Cllr Andy Cousins and Cllr Adam Hume, and Kate Rixson (Clerk).

Nine members of the public attended including District Councillors Geoff Bagnall and Maggie Sutton.

The meeting opened at 7.30 pm.

### **23/03-1 Apologies for Absence**

It was resolved to accept apologies and the reasons for absence from Cllr Holt, Cllr Kesterton, Cllr Tony Adams and Cllr Wendy Adams.

### **23/03-2 Declarations of interest**

Cllr Cousins declared a non-pecuniary interest in relation to the planning application UTT/23/0122/FUL for Walnut Tree Cottage. The Clerk confirmed that as Proper Officer she had granted a dispensation in response to Cllr Cousins' written request, on the basis that otherwise the council would be unable to conduct business on this issue.

### **23/03-3 Public Open Forum, District Councillors' reports and presentation relating to planning application UTT/23/0493/OP**

The chair noted the number of members of the public present. He explained that the parish council was unable to take any decisions on applications and although its views did not carry great weight with the local planning authority any comments would be taken into account alongside other responses. However the council would aim to represent the views of residents in commenting on applications.

The council agreed to consider agenda item 7.3 at this point in the meeting and public comments were invited on the three planning applications UTT/23/0493/FUL, /0122/FUL and /0543/FUL.

#### **23/03-3.1 Public Open Forum and item 7.3.1 to consider comments on UTT/23/0493/OP for land to the east of Goodacres, Church End.**

The applicant's agent presented an illustration of a possible development on the site, if the outline application is approved by the planning authority planning committee on a date after 25 April 2023. The application is for outline approval for five dwellings, with all matters reserved for a later, detailed application, except for access to the development. The developer intended to give a portion of the site to the village as a green, perhaps to mirror the flag of land on the other side of the junction opposite the Old Vicarage. The agent said that before proceeding to apply for approval of a detailed plan, the developer intended to set up an exhibition of possible plans and consult the community as widely as possible.

Issues raised in general discussion in the public open forum included:

- the sensitivity of this site's position and character
- the risk of flooding

- the likely influence of any approved development on future applications by other developers
- the number of houses applied for and the density of the development
- parking arrangements
- the size of the proposed green
- neighbouring listed buildings and non-listed but important buildings
- whether the new dwellings would be priced as affordable for local people.

A preference for smaller houses at a lower price was expressed. It was noted that the size of the plot was not clear.

The agent said that the current application for five dwellings was in effect an application to build “up to five” dwellings. It would not necessarily mean that five would be built but if this application were approved the number of dwellings allowed to be built under that approval would be limited to five. In response to the request for smaller houses, the agent suggested that this would mean the developer would probably wish to increase the number of dwellings, and it would be helpful if comments on the application could explain why a higher number of houses was preferred.

### **Decision on item 7.3.1:**

After discussion, the council decided not to object to this outline application in itself. However, when considering the type of development which would be beneficial for the parish, and having heard the views of local residents expressed in the public forum of the council meeting, the council concluded that the parish needed smaller and more affordable houses.

The parish council would therefore ask the planning authority to consider approving “up to seven dwellings” for the site, on the basis that, with a higher number of dwellings allowed, it would be easier for the developer to build smaller and more affordable housing. The council confirmed that if and when a detailed application is made, it would be looking very carefully at the proposal and would also expect local residents’ concerns in response to this outline application to be taken fully into account in the detailed application. **Action: Clerk – to circulate a draft comment on the application and submit, with a copy to the developer’s agent, when approved by councillors.** *(The agent left the meeting.)*

### **23/03-3.2 District Councillors’ and County Councillor’s reports**

District Councillor Bagnall reported that a Local Plan leadership meeting would be taking place on Monday 13 March, and encouraged people to attend this. The district council was now at least six months from producing the new draft local plan for consultation with residents. *(The District Councillors left the meeting.)*

### **23/03-3.3 Public Open Forum and item 7.3.2 to consider comments on planning application UTT/23/0122/FUL**

There was a general discussion on the planning application UTT/23/0122/FUL to build two dwellings next to Walnut Tree Cottage. Concerns were raised about development near to listed buildings, the lack of space to unload construction materials, the small size of the plot, design, the impact of developing the site on the environment of neighbouring properties in terms of overshadowing and loss of amenity, the effect on the narrow lane in front of the development which is the only access, and the need for an archaeological survey.

### **Decision on item 7.3.2:**

After discussion the council decided to object to the application taking into account the planning grounds mentioned in the meeting. **Action: Clerk – to circulate a draft comment and submit when approved.**

### **23/03-3.4 To consider comments on planning application UTT/23/0543/FUL re land adjacent to Broxted Hall (notice received after publication of the agenda)**

After discussion the council concluded it had no objection to this application for an agricultural barn.

### **23/03-4 Approval of minutes of the Meeting on 9 February 2023**

It was resolved that the minutes of the meeting on 9 February 2023 were an accurate record and they were signed by the Chair.

### **23/03-5 Reports received.**

#### **23/03-5.1 Clerk's report**

This had been circulated and placed on the website. It was taken as read and is annexed to the hard copy of these minutes.

#### **23/03-5.2 Finance**

##### **23/03-5.2.1 Report on balances and bank reconciliation**

**The following report had been circulated and placed on the website:**

Receipts and payments from 1 April 2022 to 28 Feb 2023 (financial year to date)

Balances to 28 Feb 2023 (Month 11)

<b>Receipts and payments</b>	<b>£</b>	<b>Notes and total</b>
Receipts (i.e. income) to 28 February 2023	£ 23,434.69	Precept £20,000. Interest £1.94. Compensation from bank £50. Grant for Interpretation Board £1,500. VAT refund £1,882.75 Balance carried forward from 2021-22 not included.
Expenditure to 28 February 2023	£ 17,576.27 including VAT	As recorded in cashbook
Receipts less expenditure in current year. Includes VAT.	£5,858.42	This is the increase in reserves since 1 April 2022
<b>Reconciliation of cash book with bank account</b>		
<b>Current</b> account as per bank statement 28 February 2023	£10,417.59	
<i>Less</i> cheques issued before 28 February 2023 but not yet presented (including VAT)	nil	

<b>Current account</b> as per cash book at 28 February 2023	<b>£10,417.59</b>	
<b>Deposit account</b> as per bank statement and cash book at 28 February 2023	<b>£1,454.19</b>	Interest rate 0.6% p.a.
Available funds	<b>£10,417.59 + £1,454.19</b>	<b>£ 11,817.78</b>

### 23/03-5.2.2

Statutory and contractual payments made since the last meeting, and those due to be made before the next meeting, were noted as follows:

<b>Date</b>	<b>Purpose</b>	<b>£</b>
Made:		
17.02.23	NEST pension contributions (employer and employee)	14.80
24.02.23	K Rixson salary Feb (Jan hrs)	671.22

To be made from 9 March to 13 April (next meeting) 2023:

<b>Date</b>	<b>Purpose</b>	
24.03.23	K Rixson salary March (Feb hrs)	448.98
13.04.23	Information Commissioner's Office fee (direct debit)	35.00

### 23/03-5.3 Installation of information/interpretation board

In the absence of the councillors concerned, this item was postponed.

### 23/03-5.4 Footpaths and highways

There were no new issues or progress to report.

### 23/03-5.5 Planning

A note of progress on current matters had been circulated and placed on the website.

### 23/03-5.6 To note the election timetable

The time limit for submitting nominations was noted to be 4 April 2023. Nomination papers could now be downloaded from Uttlesford District Council's website with guidance for completion.

### 23/03-5.7 Neighbourhood Plan

Cllr Isham now had further information about options and would liaise with Cllr Hume.

**Action: Cllrs Isham and Hume**

## 23/03-6 Decisions made

### 23/03-6.1 Payments approved:

To the Friends of Historic Essex, £12 membership subscription under s137 Local Government Act 1972. It was noted that the Friends provided voluntary support for the Essex Records Office, which stored the parish council's older records such as minutes and accounts, free of charge.

To the Information Commissioner's Office for the annual fee as a public authority, paid by direct debit therefore £35.

**Action: Clerk**

**23/03-6.2 To decide attendance at the UDC/parish councils' planning forum meeting on 28 March 2023**

The clerk will attend on behalf of the council. **Action: Clerk**

**23/03-6.3 To consider planning applications**

See item 23/03-3 above.

**23/03-6.4 To consider any applications for support for events to mark the Coronation**

It was noted that grants were available direct from Uttlesford District Council for events which were open to all. There had been no requests to the parish council and the Community Association for Broxton and district was not planning an event.

**23/03-7 Matters to be noted and/or for future consideration**

None

**23/03-8 The date of the next meeting was confirmed as Thursday 13 April 2023 at 7.30pm.**

There being no further business the meeting closed at 9.15pm.