

**Minutes of the Meeting of the Council held on Monday,
4th January, 2010 at Church House, Newport.**

<u>Present:</u>	Cllr A. Yarwood	(AY)	(Chairman)
	Cllr P. Arscott	(PA)	
	Cllr L. Baillie	(LB)	
	Cllr M. Bowker	(MB)	
	Cllr T. Denyer	(TD)	
	Cllr C. Gilbank	(CG)	
	Cllr A. Johnson	(AJ)	(Vice-Chairman)
	Cllr J. Smith	(JS)	

<u>In attendance:</u>	C. Griffin	Clerk	
	J. Peachey	Treasurer	
	Dist Cllr P. Wilcock	(PW)	
	Cty Cllr R. Gooding	(RG)	(from 10/C012)
	Mr. Squirrel	Resident	

10/C001 Apologies for absence

Apologies received from Cllr C. Mitchell, Cllr J. Rose and Cllr M. Sell

10/C002 To receive any ‘personal’ or ‘personal and prejudicial’ interests relating to items on the Agenda

The following personal interests were declared: AY in C012; TD in C011 and C013; LB in C012 and C019; AJ in C019; PA in C018; JS in C017 and C018. AY declared a personal and prejudicial interest in C013.

10/C003 Public participation session (15 minutes available if required)

A resident raised the following issues:

Recycling Bins at the Station Car Park

There is a huge pothole and glass next to the bins that is very dangerous.

The Chairman advised that UDC is responsible for the recycling bins and they do clean up the area when the bins are emptied. The car park is owned by Network Rail and the PC has recently raised the possibility of extending the car park with the Area Station Manager. The PC has been advised that Network Rail have no plans to extend it at present. However, the PC will request that they fill the potholes and improve the surface by the bins.

The PC will also discuss whether another site would be more suitable or if it would be feasible to have two sites.

Parking at Dorringtons in the High Street

It was pointed out that the area is dangerous as some customers use the front area as a temporary car park and the exit from the rear car park is hazardous.

It was pointed out that there is a right of way for vehicles in front of Dorringtons, but cars should not park on the paved area in front of the shop.

The Chairman advised that he is meeting with Dorringtons' agent later in January and will raise this issue with him.

Minutes on PC Website

The minutes do not appear to be up-to-date. It was pointed out that the PC committees meet every two months and minutes are not included until they have been approved. Clerk will ensure that all the Minutes, which have been approved by the PC, are included.

10/C004 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 7th December, 2009.

It was resolved that the Chairman should sign the minutes as approved.

Proposed: JS

Seconded: TD

All agreed

10/C005 Chairman's comments

The Chairman reported that:

- Complaints have been received concerning lack of grit on the roads and pavements. Unfortunately, some residents have had accidents. All complaints have been reported to ECC and they have advised that priority has to be given to the major roads and the minor/estate roads are low priority. AJ pointed out that it would be helpful to know what ECC protocol is regarding pavements as there appears to be some random salting/gritting. With regard to the salt bins, it would be useful to know where these are and the procedure for re-filling in order that residents can be advised. Clerk will include grit bins in the new plan showing litter/dog bins. The Chairman suggested that, if we could acquire some storage space, the PC could consider purchasing a small amount of sand or grit that residents could collect. Clerk will make enquires and report back.
- He has carried out some improvements in the PC Office in view of the very cold conditions.
- A letter has been received regarding Risk Assessments. As we already have an assessment in place, that is reviewed annually, this will be held on file.
- A letter received from the Firework Committee was circulated for members to read. PA advised that he has been notified of a "winding-up" meeting for last year's event.

10/C006 To receive the Clerk's Report

Duly received.

Clerk reported that:

- The replacement dwelling at Eastwood, White Horse Lane, has now been conditionally approved.

- The plan received from Mouchel concerning the area of land in front of Dorringtons/PC Offices was circulated.
- A further update will be given at the next meeting on the maintenance issues outstanding with ECC, following a meeting with Steven Rodziankco on 12th January.

10/C007 To receive the Treasurer's Report and approve accounts for payment

Duly received.

Treasurer reported that:

- The completed application forms for the new account at the Saffron Building Society have been returned and new forms have been received for completion. Forms were passed to signatories of the new account.
- Following the request for payment by BACS, the Manager at Nat West Bank has confirmed the procedure. Members felt that the PC should continue making all payments by cheque for the time being. Clerk will contact EALC for advice.

The payment schedule showing 14 items, totalling £3,743.98 was approved and signed by the Chairman.

Proposed: JS

Seconded: PA

All agreed.

10/C008 To consider a donation to Uttlesford Citizens Advice Bureau following their letter of 9th December 1009.

It was proposed that a donation of £300.00 should be made to the Uttlesford Citizen's Advice Bureau.

Proposed: AJ

Seconded: LB

All agreed

10/C009 To approve the appointment of Mr. Wayne Rickard as the PC's External Auditor

The Chairman reported that the Audit Commission is proposing that Mr. Rickard should be appointed the PC's Auditor/Engagement Lead with effect from January 2010 and have requested the PC's approval.

It was proposed that Mr Wayne Rickard should be appointed as the PC's External Auditor.

Proposed: AY

Seconded: AJ

All agreed.

10/C010 To approve replacing the existing gate at the entrance to the Common in London Road with the wooden five bar gate from the Playground.

Following discussions at the Facilities meeting, all members agreed that a plan should now be drawn up which would incorporate a small gate for pedestrian access. The plan, together with quotation, to be presented at the next Full Council meeting.

10/C011 To approve the quotation from NS Landscapes for removing the Rhustyphina, levelling the soil and seeding the triangle at Bridge End

It was proposed that the quotation of £250 for removing the Rhustyphina, levelling the soil and seeding the triangle at Bridge End should be accepted.

Proposed: AY

Seconded: PA

All agreed

Residents to be advised that the above work will be carried out in mid/late February.

10/C012 To receive an update on the planning application for 34 Affordable dwellings at Frambury Lane

Clerk reported that the Consultant engaged by Hastoe Housing Association has been in touch regarding ownership of the bridleway. He has also asked a number of questions relating to the development, details were circulated prior to the meeting. The Chairman has answered the points raised and all members confirmed that they were happy with the answers given.

Following discussion, it was agreed that the Traffic Management Group would meet in the near future and discuss all the issues that need addressing. In the meantime Clerk will contact Mouchel regarding ownership of the grass verge in Frambury Lane and also Flagship Housing Association for a progress report on the affordable scheme in Cambridge Road.

10/C013 To receive an update on the proposed development at Jikes Hall (AJ took the Chair for this item)

AY reported that he has sent additional information to CIF and other funding sources. The Scouts have prepared a drawing and a representative has been in contact with AY. To date, the Accounts have not been received from the Scouts, but more information should be available for the next meeting.

AY confirmed that, in terms of construction, the two buildings would be identical, but the services would be completely separate.

10/C014 To give a report on the Meetings held on 27th November with Newport Free Grammar School and Newport Primary School

Meeting with Newport Free Grammar School

CG reported that:

- he had a positive meeting with Mr. Sean O'Hagan, Headteacher, and Mary Wilcox, Assistant Head.
- an update was given on the pedestrian crossing.
- with regard to the wall and path at the front of the School, NFGS advised that the plan for demolishing the front flint wall was agreed, but they are currently carrying out a feasibility study on positioning the path on the inside of the wall. When the results are known they will advise the PC. At the moment they could not consider extending this path owing to the cost.

Meeting with Newport Primary School

CG reported that:

- an update was given on the 20mph speed limit, the car park and the affordable housing scheme.
- with regard to the boundary at the front, the School pointed out that they would prefer a security fence at the front if the hedge should be removed.
- the School reported on the Ofsted inspection at the end of last term.
- the School gave details of plans for the front of the School that will include new rooms, offices and reception area.
- following the meeting, CG has organised a presentation on Internet Safety.

10/C015 To discuss lack of enforcement by Uttlesford District Council

AJ expressed his concern at the lack of enforcement of parking restrictions by UDC. Over the past year the number of staff has been cut and they are only employed during office hours. There seems little point in putting in restrictions if these cannot be enforced. It is understood that one PC in the area pays for a part time PCSO and it was suggested that, in order to resolve the problems, perhaps Newport PC should take on this responsibility.

PW advised that the District Council did make changes to enforcement, but the number of attendants was not changed. He was not aware that this could be dealt with by parishes. It was pointed out that some of the issues mentioned were matters for the Police and not UDC.

PW will take the matter up with the Enforcement team at UDC and request evidence of visits by the enforcement team in 2009.

The PC confirmed that they would like action in Wicken Road, Station Road, Chalk Farm Lane, and the High Street.

10/C016 To consider other locations for additional playground equipment

It was agreed that the recreation ground is the most suitable location for additional playground equipment. The Chairman suggested that this issue should be discussed again as soon as the final plans for Jikes Hall have been approved.

JS pointed out that the Sports Committee should be informed. Clerk will contact the Chairman of the Sports Committee regarding the date of the next meeting

It was confirmed that a Youth Forum should be set up in order to get input from the young people in the village. CG agreed to contact NFGS regarding this.

10/C017 To receive an update on outstanding issues and consider arranging a meeting with ECC to discuss the PC's concerns

Clerk had given an update on various matters in her report, circulated prior to the meeting, and will meet Steven Rodziankco again on 12th January for a progress report on maintenance issues.

The Chairman pointed out that, although the delays in getting work done are very frustrating, it is important that the PC works with the Officers from ECC Highways and has a good relationship with them. RG pointed out that the Highways Division covers a large number of parishes and is inundated with requests. The Officers do have to follow procedures and if issues are not funded and there is nothing in the Budget there is very little they can do.

It was suggested that regular meetings should be arranged with Chris Stoneham from ECC. This will be discussed when the Traffic Management Group meet later in January.

The PC confirmed that warning notices should be placed on cars parking illegally in Chalk Farm Lane. Clerk will make necessary arrangements with ECC.

10/C018 To receive a report on the Village Hall

PA reported that the "wish list" is almost complete and will be presented to the VHTMC before submission to the PC. The VHTMC are obtaining quotations for the windows and working on plans for the rear drain. PA will be meeting the contractor, engaged by ECC, on 12th January regarding the area at the front of the Hall and will also discuss improving the access to the Green Room.

10/C019 To receive a report on Neighbourhood Watch

AJ had nothing further to report since the last meeting.

10/C020 To receive reports from Dist Cllr P. Wilcock and Cty Cllr R. Gooding

Dist Cllr P. Wilcock reported that:

- The original decision on Stansted G2 was flawed
- He has contacted the Chairman of the UDC Housing Committee regarding empty properties. As lack of funding is a problem, UDC is looking at another option. PW will follow this up.
- He will liaise with PA regarding Community Speedwatch.

Cty Cllr R. Gooding reported that:

- The issue regarding the hardstanding in Bridge End is being handled by the ECC Enforcement team.
- The stone spheres in Wicken Road will be removed shortly and ECC will replace with reflector posts. It was pointed out that these spheres have stopped vehicles mounting the bank/verge.
- He has spoken to ECC Officers regarding the Affordable Housing scheme in Frambury Lane and the possibility of a Section 106 agreement with the developer. They have advised that they cannot get a 106 agreement in place with Housing Associations because there is insufficient money.
- ECC own only part of the verge in Frambury Lane and there are complex problems owing to multiple ownership of the land.

10/C021 Items for next Agenda

To consider request for a donation from the Buffy Bus Group

To receive an update on enforcement issues.

To review the situation regarding the recycling bins on the Station Car Park and consider alternative sites.

To receive a report on the meeting with Mr John Wootton (agent for the Inchcape Family Trust)

To receive a report on the meeting with Mullocks Estate Agents regarding the PC Office.

To consider purchasing additional grit bins and suitable locations.

To receive a report from the Traffic Management Group.

To consider plan and quotation for installing wooden gates at the entrance to the Common in London Road.

To receive an update on the Affordable Housing Scheme at Frambury Lane.

10/C022 To discuss any Urgent matters of interest to the Parish

C022.1 PA reported that work has stopped on the new footpath in Bury Water Lane because there is a gas main under the proposed new kerb.

C022.2 LB advised that the Lottery application for the Playground has been completed and requested confirmation that, if successful, the PC would contribute the balance of £7,000.00. This was confirmed by members. Clerk and Treasurer will liaise with LB regarding the Insurance for the Playground as clarification is needed.

C022.3 CG raised a query regarding the filling and re-filling of grit bins. Clerk will check the situation with Mike Felgate at ECC.

C022.4 Clerk to contact the owners of No.10 Meadowford regarding the hedge which is encroaching onto the path.

C022.5 Clerk reported that following the article on the Common in the Winter edition of Newport News, one resident will be submitting some proposals.

C022.6 Clerk reported that a resident of London Road has been in contact again because the graffiti has still not been removed.

10/C023 Date of next meeting

The next meeting will be held on Monday, 1st February, 7.30pm at Church House.

The meeting closed at 9.30pm.