

ASHDON PARISH COUNCIL

David Green

Clerk to the Council

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10th May 2020

I hereby give notice that the **ANNUAL MEETING** of **ASHDON PARISH COUNCIL** will be held on **Zoom** on **MONDAY 18th MAY 2020** starting at 7.30pm, to which you are summoned for the transaction of the following business.

Signed.....Clerk to Ashdon Parish Council

AGENDA

1. **APOLOGIES FOR ABSENCE.**
2. **PUBLIC REPRESENTATIONS (Members of the public may be invited to join the meeting on Zoom. They will be allowed to speak for no longer than three minutes per person. Session time not to exceed 15 minutes. Members of the public should inform the Clerk of their intention to speak on ashdon-pc@outlook.com no later than 0800 on Monday 18th May to enable the subject to be researched and an invitation issued by the web master. The public will be allowed to stay for the duration of the meeting and hear proceedings but will not be able to take part other than in the public session)**
3. **ELECTION OF CHAIRMAN FOR THE CIVIC YEAR 2020/2021**
4. **ELECTION OF VICE CHAIRMAN FOR THE CIVIC YEAR 2020/2021**
5. **SHORT ADDRESS BY CLLR. SIMON WALSH ON COUNTY COUNCIL MATTERS.**
6. **SHORT ADDRESS BY CLLR. JAMES DE VRIES ON DISTRICT COUNCIL MATTERS**
7. **DECLARATIONS OF INTERESTS**
8. **MINUTES OF THE MEETING HELD ON 24th FEBRUARY 2020**
9. **MATTERS ARISING FROM THE ABOVE MINUTES**
 - i. Playing Fields:-
 - a. Rectory Lane. Equipment
 - ii. Highways: Traffic Management. (Cllr. Elsey)
 - a. Request for weight limit/protection measures at Spriggs Lane/Water End (Cllr. Walsh/Clerk)
 - iii. Village Hall and White Horse House (Cllr. Hayler)
 - iv. To receive an update on the Neighbourhood Plan. Appendix i. (Mrs. Melanie Horrigan)

- v. To receive a report and update on Community Led Housing. (Chairman)
To receive a report on the Housing Needs Survey (Chairman)
- vi. Ashdon Windmill Trust request for the Parish Council to consider taking on the role of Custodian Trustees. (Chairman)
- vii. To receive a report on the Village Community Hub.(Chairman)
- viii Report on celebrations to Mark VE Day (Chairman)
- ix. Superfast Broadband. (Cllr. Thorn)
- x. Neighbourhood Watch (Cllrs Thorn/Hayler)
- xi. Application from Ford Homes Ltd. for Operators Licence operating from Overhall Lane, Steventon End. (Cllr. De Vries)

10. CORRESPONDENCE

Various emails distributed to Members. Members are requested to raise any matters received by email under correspondence.

- i. Countryside Voice. Spring Edition

11. NEW ITEMS

- i. To review the Lease and Rent for White Horse House. (Clerk)
- ii. Village Map (Cllr. Hayler)
- iii. To authorise signatories for the Village Sign Fund Village Sign Fund (Clerk)

12. NEW PLANNING APPLICATIONS

- i. UTT/20/0648/FUL. Formation of new vehicular access
Land south of Church Hill

Object

- ii. UTT/20/0759/FUL. Conversion of existing building used as a residential annexe to create a self contained detached dwelling, with associated garden, car parking and landscaping.
Pennycroft, Bartlow Road

No Comment (the comments from Highways having been noted).

APPEALS

- i. UTT/19/1353/FUL. Erection of agricultural workers dwelling with associated outbuilding
Water End

Dismissed

13. PLANNING APPLICATIONS DETERMINED

- i. UTT/19/2802/LB. Removal of rear entrance porch and erection of single storey rear extension. Erection of porch to front elevation. Replacement windows. Removal of internal wall between existing lounge and hallway. Erection of internal partition walls to ground floor.
2 Bridge Cottages, Water End

Withdrawn

- ii. UTT/19/2800/HHF. Single storey rear extension, internal alterations and replacement windows
2 Bridge Cottages, Water End

Withdrawn

- iii. UTT/19/2879/HHF. Construction of art studio and lookout building
Brights Farm

Conditional Approval

- iv. UTT/19/2937.HHF. Proposed 2 storey side and single storey rear extension with associated alterations
Westfield, Radwinter Road

Conditional Approval

- v. UTT/20/0152/FUL. Proposed conversion of barn to 1no. dwelling (amended to previously approved application UTT/17/2467/PAP3Q). Alterations to existing access and parking areas serving 1 and 2 Hill Cottages.
Hill Farm, Radwinter Road

Conditional Approval

14. ACCOUNTS for PAYMENT (Appendix ii)

- i. Internal Audit. (Internal audit taking place as Agenda issued)

15. ITEMS FOR THE NEXT AGENDA (None to Date)

NP Steering Group notes of progress since last meeting for PC.

May 2020

Due to the virus situation the Steering Group has not been meeting face to face but there has been a lot of activity via e-mail and phone.

1. The Public Consultation scheduled for 22/23rd May has been cancelled in line with Government Guidance. We were very kindly offered the facility to have this consultation on line but our last consultation was interactive, very well attended and extremely social and this would be difficult to replicate on line. We will review this position depending on the length of the lock-down.

2. One of the last face-to-face meetings we had was a Focus Group get together on the 6th March 2020, which was led again by Rachel Hogger from Modicum Planning and Joanna Hill from UDC. The volunteers were asked to reach a consensus on Strengths, Weaknesses, Threats and Opportunities (SWOT) facing the parish and there was a discussion on exactly what the NP must cover and what it can and can't cover. Then we discussed the Plan vision and the theme-based objectives, this is on-going work that will lead to formulation of the policies and these will be thoroughly consulted on when we are able to hold our next public meeting with all residents invited to attend and give their views.

3. Our main task currently has been to get in the last of the character or streetscape reports and then to ask those amazing volunteers to summarise their reports so that we can collate the information into one document. This will be presented as part of the actual Plan with the longer reports as appendices. The longer reports give an amazingly detailed account of the different sections of the village and form an historic document. Maps are extremely important as part of this document; the examiner will have no prior knowledge of the area and needs to be guided by the maps. We are so grateful to the volunteers who have taken up the challenge to do this vital task. We hope to get the full reports up on the website in the near future.

4. The Landscape Appraisal by Alison Farmer is now on our website and this is a really professional but easily understandable document and we thank Alison for her

interest and friendliness during the compilation of this as well as the volunteers who

checked it for accuracy, as requested by Alison.

5. Members of the Wildlife Group of volunteers have been trialling a wildlife survey but this still needs a bit of tweaking.

6. As you know we received a basic grant from the Government via Locality to

go towards the expense of compiling the Plan, together with a small grant from Uttlesford District Council. Both these needed end of year accounts and both were successfully completed. Locality have just published their grants for this coming year and we can apply for the remainder of our basic grant.

7. The District Council will have debated the Local Plan on 30th April at 6pm and audio should be available of this vital meeting. It has been recommended by independent consultants that Councillors vote to start the process again from scratch. This means that our Neighbourhood Plan will be an extremely important document for some years to come

**ANNUAL PARISH COUNCIL MEETING MONDAY 18th MAY 2020
24th FEBRUARY 2020 TO 10th MAY**

Monies Received	£
UDC. De Vries Grant re Everitt plaque	500.00
HMRC Vat repayment to 28/2/10	1,454.38
Andrew Cohen Ass. Rent White Horse House	1550.00
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Interest BPA 2/12/19-1/3/20	12.79
Interest BPA 2/12/19-1/3/20	0.38
Precept	20,000.00
Monies for Payment	£
Alison Farmer Ass. Final Landscape Appraisal Document	1188.00 Ch.No. 102499
Just-Us Digital. Housing Report copies	104.40 Ch.No. 102500
Ashdon Village Hall Comm. Hire of hall for café/shop consultation	24.00 Ch.No. 102501
RCCE. Housing report	441.52 Ch.No. 102502
Andrew Everitt. All Saints Hedges, Closed Cem, Oak trees	975.00 Ch.No. 102503
Just-Us Digital. Litter Pick Banners	43.20 Ch.No. 102504
E.ON. Electricity Acc. February. Credit (£375.05 -£28.70)	344.35 Credit
D. Green. 6 months salary to 31/3/20	2,288.00 Ch.No. 102505
HMRC. PAYE Clerks salary to 31/3/20	572.00 Ch.No.102506
D. Green. Ink cartridges	19.50 Ch.No.102507
D. Green. Stamps	47.10 Ch.No. 102508
D. Green. Telephone/Broadband	19.99 Ch.No. 102509
Jane Gray. Neighbourhood Plan	43.00 Ch.No. 102510
Keith Williams. Cemetery records	125.00 Ch.No. 102511
Just-Us Digital. Covid19 leaflets and posters	102.00 Ch.No. 102512
EALC. Affiliation fee 2020	273.53 Ch.No 102513
D. Green. Ring Binders, Laminating Pouches	43.50 Ch. No.102514
D. Green. Ink cartridges	83.98 Ch.No. 102515
M.D. Landscapes. Grass cutting March 2 cuts	673.20 Ch.No. 102516
D. Green. Ring Binders	41.91 Ch.No. 102517
D.Green. Telephone/Broadband	20.26 Ch.No. 102518
E.ON. Electricity Acc. March. Credit (£344.35 -£30.68)	313.67 Credit
Just-Us Digital. Landscape Appraisal booklets inc. artwork	108.00 Ch.No. 102519
Grasshopper. Treat War Memorial grass	24.00 Ch.No. 102520
M.D. Landscapes (Anglia). Grass cutting April x 2	862.80 Ch.No. 102521
D. Green. Wreath 75th Anniversary of VE Day	18.00 Ch.No. 102522
D. Green. Telephone/Broadband	23.84 Ch.No. 102523
E.ON. Electricity Acc. Credit (£313,67 - £29.69)	283.98 Credit
BHIB Insurance. PC insurance renewal	1,469.51 Ch.No. 102524

Balances at Bank on 10th May 2020:-

Current Account	£3,477.34
Saver Account:-	£1,070.74
Saver Account:-	£48,466.07

