

18<sup>th</sup> May 2020

At the Annual Meeting of Ashdon Parish Council held remotely on **ZOOM** due to the CoVid19 pandemic, on Monday 18th May 2020, at 7.30pm.

**Present.**

Councillors Mike Elsey (Chairman), Steve Hayler, Philip Player (Vice Chairman), George Smith and John Thorn

Cllr. Simon Walsh (ECC), Cllr. James De Vries (UDC) and Mr. David Green (Clerk)  
Mrs. Melanie Corrigan (Neighbourhood Plan), Mr. Cory Vost, prospective new Member.

**1. Apologies for Absence.**

There were no apologies for absence, all Members being present.

**2. Public Representations**

There were no matters from the public, no members of the public having requested an invitation to attend via ZOOM

**3. Election of Chairman for the Civic Year 2020/2021**

Cllr. Mike Elsey (Cllr Player)

**4. Election of Vice Chairman for the Civic Year 2020/2021**

Cllr. Philip Player (Cllr. Thorn)

**5. County Councillor's Report.**

Cllr. Walsh reported that there had been issues in the Care Home sector with CoVid19, due in some measure to elderly patients being transferred from hospital to care homes with the virus prior to restriction measures being put in place. Care Homes were now subject to rigid protection measures. In some services at the County Council up to 95% of people were working from home. Re-cycling centres were now open with a high throughput of the public. Strict distancing measures were in place and being adhered to. Country Parks would open on the 21st May. The County Council were having to re-visit the budget due to the huge demand on funds, a great proportion of which was not covered by the government. Income had been lost from parking and country parks amongst other sources. Whilst Stansted Airport had been severely restricted this was a national asset and as such costs were bourn by central government. In some instances Council Tax "holidays" could cause future problems and could be a serious "on cost". Currently the County Council were meeting remotely.

**6. District Councillor's Report.**

Cllr. De Vries echoed Cllr. Walsh's concerns regarding budgets. To the best of his knowledge there had been few serious cases of the virus in Saffron Walden. The District Council were calculating the income lost from business rates. Council Tax hardship Grants were available for those in need. The District Council were meeting remotely. The lockdown should not have too great an adverse effect on the progressing of the revised Local Plan as much work could be done remotely.

7. **Declarations of Interest.** There were no Declarations of Interest in matters to be raised at this meeting

8. **Minutes.**

**Resolved** – that the Minutes of the Parish Council Meeting held on Monday 24<sup>th</sup> February 2020, previously circulated, be signed as a true record. (Cllr. Elsey)

It was noted that there has not been an Annual Parish meeting in 2020 due to CoVid19 lockdown

9. **Matters Arising.**

i. Playing Field Rectory Lane.

The playing field is currently closed due to CoVid19 regulations. The annual RoSPA inspection would go ahead. Matters regarding the equipment will be reviewed on receipt of the Inspector's Report. (Action Members)

ii Highways. Traffic Management.

a. Speeding. Ella Fitzsimmons, assistant to Kemi Badenoch M.P. had reverted following her earlier meeting with the Chairman. She had contacted the Police who had informed her that, the majority of speeding issues had arisen between the hours of midnight and 5am. Members did not regard this as a satisfactory answer. Miss Fitzsimmons would request a meeting with the Police to try and reach a satisfactory conclusion. Councillor Walsh added that this was a problem throughout the county and that speeding did not appear to be a police priority. If no satisfactory conclusion could be arrived at, he would take it up with the Police and Crime Commissioner. Members added that, the report on speeding in the ongoing Neighbourhood Plan would provide evidence that this was a priority issue in the village and that it needed to be resolved. (Action Members, Cllr. Walsh)

b. Weight Limit –Spriggs Lane. The Clerk reported that verges were being degraded throughout the village due to inconsiderate drivers not giving way on narrow lanes but driving on the verges resulting in much damage to the verges and wild flowers. Councillor Smith would photograph the damaged verges and send the pictures to the County Council for action. (Action Cllr. Smith)

iii. Village Hall. Cllr Hayler reported that the Village Hall Committee had received a grant of £10,000.00 from the Government Business Continuation Fund via the District Council to cover expenses and lost income during the present crisis.

iv. Ashdon Neighbourhood Plan. (Appendix i)

Ms. Jane Gray had filed a report, Appendix i. Mrs. Melanie Corrigan attended the meeting via ZOOM. The second consultation had been cancelled due to CoVid19. The last face to face Focus group meeting had been held on the 6th March Rachel Hogger (Modicum Planning) and Joanna Hill (UDC) had attended. They had discussed both the threats and opportunities that could be facing the village.

Mrs. Horrigan emphasised that the Parish Council needed to start thinking about Planning Policies, particularly in view of the withdrawn Local Plan. Detailed maps were being produced. The Landscape Appraisal was now on the web site.

Sources of grant aid were being considered. Mr. Hugh Feldman had produced an excellent and very detailed report on footpaths within the parish. Volunteers had produced a very detailed and professional "Street Scape" of the village which would be invaluable in planning matters.

In conclusion, Mrs Horrigan re emphasised the need for the Neighbourhood Plan and its increased importance in light of the withdrawn Local Plan. She asked all Members to read and study the plan to date.

Councillors Philip Player and Mike Eley thanked Mrs. Horrigan for all the hard work and dedication put in by herself, Jane Gray and the many volunteers.

v. Community Led Housing. Housing Needs Survey.

The Chairman reported that both the RCCE and Rural Housing were having trouble trying to identify the owner of a small piece of land at All Saints Close which would be required for access into All Saints Field, should that be the preferred site for additional affordable housing. This had been taken up with the Land Registry. (Action RCCE/Housing Trust)

vi. Windmill Trust.

It was understood that a new Trustee had been appointed which negated the immediate need for the Parish Council to become involved at this time.

vii. Community Hub/Shop/Café.

The Chairman reported that one party was still very interested in running such a facility despite the recent lock down and commercial strictures. A second party had withdrawn due to the CoVid19 problems. Mr. Michael Snow had approached four architects, three of whom were preparing specifications and quotations for their work. The project was progressing well despite CoVid19 restrictions. Grant aid would be sought when the likely cost of the work was known. (Action Chairman/Clerk)

viii. 75<sup>th</sup> Anniversary of VE/VJ Day 8th May 2020.

The 75th Anniversary of VE Day had been celebrated at the War Memorial. Bunting and the Union Flag were flying. The Pastor, Gavin Walter, took a short service aided by Mrs. Caroline Curren the newly appointed Vicar. Silence was observed at 11.00, the names of the fallen read and wreathes were laid. The exhortation was recited. Several members of the public attended. Social distancing was observed. Bunting was put up round the village. VJ Day would be similarly commemorated in August with additional events if possible.

**Resolved** - that a memorial bench be purchased with a suitable carved inscription and placed on the green by the bus shelter in the centre of the village. (Cllr. Hayler)

Note. Cllr. Walsh would investigate ownership of the land by the bus stop with a view to transferring it to the Parish Council

ix. Superfast Broadband.

Gigaclear have informed Cllr. Thorn that the work is 33% completed. A new contractor is now in post and work will restart, working from Radwinter north to Ashdon, in June. Domestic "pots" will be able to go live in July. Work will be completed late 2020 early 2021. Church End, which is to be fed from Lt. Walden, will complete later. Cllr. De Vries is representing the District Council on this project. The Village Hall will connect to the superfast broadband for one year free of charge. To be reviewed after that year.

x. Neighbourhood Watch

Cllrs. Hayler and Thorn reported that the village has been relatively quiet during lockdown. The police send out regular updates and there are 63 regular members on the face Book Page. There are concerns over scams. It has been reported that there has been possible drug dealing in the Chapel Car Park at various times of the day. The situation is being closely monitored.

xi. Application from Ford Homes Ltd. for Operators Licence operating from Overhall Lane, Steventon End.

Refused by the Licensing Authority

## 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.

**Resolved** - that following advice from Mr. Michael Snow (ex Snow Walker Ass.) that the rent for White Horse House is fair and equitable at £6,200 per annum, the rent remain at that amount for the civic year 2020/21 and it be reviewed in 2021 (Cllr. Thorn)

The Clerk reported that Andrew Cohen Ass. had merged with Fairstone Financial Management Ltd. and it would be Fairstone that would be paying the rent in future. Advice had been taken from Mr. Michael Chapman (Wade & Davies Solicitors). He advised that the current lease was to Frank-Banks Seeney who had stood as guarantor when Andrew Cohen retired. Confirmation in writing should be obtained from Mr. Banks-Seeney that he is willing to carry on as a guarantor for Fairstone Group and two years signed accounts be obtained before giving permission for the lease to be assigned. This was being done. (Action Clerk)

ii. Village Map.

Cllr. Hayler to head up this project. Members would let Cllr. Hayler and the Clerk know what features of the village they require on the map. Thought also needs to be given as to where and how to mount it.

iii. To authorise signatories for the Village Sign Fund Village Sign Fund (Clerk)

**Resolved** - that Cllr. Mike Eley and Cllr. Steve Hayler be signatories to this fund and that National Savings be advised to this effect. The forms to be passed to Cllr. Eley for completion and the remaining amount of £159.94 in the fund be withdrawn and passed to the Parish Council General Account and the National Savings Account closed. (Cllr. Eley)

## 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)
- ii. Grass Cutting Invoice. It was noted that the invoice for April included £95.00 (+ vat) for cutting areas normally cut by the District Council but which have not been cut this season. The Clerk, following advice from the Chairman, had asked MD landscapes to cut these areas to keep the village tidy and up to the required standard. To date there was no prospect of the District Council carrying out any grass cutting at all in the village.

**Resolved** - that the sum of £95.00 be reclaimed from the District Council via Cllr. De Vries in payment for grass cutting on areas that are the responsibility of the District Council. (Cllr Elsey)

**15. ITEMS FOR THE NEXT AGENDA**

There were no "Items for the Next Agenda"

The meeting closed at 9.00pm.

Signed  
Chairman

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 18<sup>th</sup> MAY 2020  
24th FEBRUARY 2020 TO 18th 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
Andrew Cohen Ass. Rent White Horse House	1550.00
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	£
<b>Alison Farmer Ass. Final Landscape Appraisal Document</b>	<b>1188.00 Ch.No. 102499</b>
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
<b>Jane Gray. Neighbourhood Plan</b>	<b>43.00 Ch.No. 102510</b>
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
<b>Just-Us Digital. Landscape Appraisal booklets inc. artwork</b>	<b>108.00 Ch.No. 102519</b>
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
E.ON. Electricity Acc. Credit (£313,67 - £29.69)	283.98 Credit
BHIB Insurance. PC insurance renewal	1,469.51 Ch.No. 102523
D. Green. Telephone/Broadband	23.84 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



