

15th June 2020

At the Meeting of Ashdon Parish Council held remotely on **ZOOM** due to the CoVid19 pandemic, on Monday 15th June 2020, at 7.30pm.

Present.

Councillors Mike Eley (Chairman), Philip Player (Vice Chairman), George Smith and John Thorn

Mr. David Green (Clerk)

Mrs. Melanie Corrigan (Neighbourhood Plan), Mr. Cory Vost, prospective new Member.

1. Apologies for Absence.

Apologies for Absence had been received from Cllr. Steve Hayler, Cllr. Simon Walsh (ECC) and Cllr. James De Vries (UDC), both of the latter having previous meetings to attend.

2. Public Representations

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

5. County Councillor's Report.

.There was no County Councillor's report

6. District Councillor's Report.

. There was no District Councillor's report

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 Zoom on Monday 18th May 2020, previously circulated, be signed as a true record. (Cllr. Player)

9. Matters Arising.

i. Playing Field Rectory Lane.

The playing field is currently closed due to CoVid19 regulations. The annual RoSPA inspection had taken place, the reports received and circulated. Outstanding matters raised in the reports on the equipment both at Rectory Lane and Church Field would be put in hand.

Resolved - in view of the RoSPA Report highlighting the fact that the wooden equipment was suffering rot under ground after the easing of lockdown, hopefully in August, appointments would be made with selected companies to meet with Members on site to discuss requirements and receive suggestions as to what steps have to be taken to replace the equipment and the costs involved.

Depending on the estimates and advice received arrangements would be made to put a required sum in the Budget for 2021/22. (Cllr. Elsey)

ii Highways. Traffic Management.

a. Speeding. Ella Fitzsimmons, assistant to Kemi Badenoch M.P. had reverted following her earlier meeting with the Chairman. To date no actions had been put in place and no meetings arranged with the police to discuss speeding in particular. This was an ongoing "sore" and one that needed to be resolved. The Chairman would continue to pursue the matter. (Action Chairman)

b. Weight Limit –Spriggs Lane. In addition to the report in the minutes of the meeting held on the 18th May, a complaint had been received from a resident of Spriggs Lane regarding the destroying of the verges. Cllr Walsh had requested that this be reported on the County Council Web Site after which he would pursue the matter on the Council's behalf. (Action Cllr. Smith)

Cllr. Smith reported the erosion of the side of the carriageway between Hill Farm and Little House, Radwinter Road. This was, once again, in a dangerous state. It was suggested that a meeting with Highways be arranged following lockdown to view the problem first hand. (Action Cllr. Smith)

iii. Village Hall. Nothing to report. Cllr. Hayler had previously been in touch with the Chairman to this effect.

iv. Ashdon Neighbourhood Plan. (Appendix i)

Mrs. Horrigan reported that Streetscape report was progressing and that, despite lockdown, much work was being carried out by the very enthusiastic volunteers.

Resolved - that the Landscape Assessment compiled by Alison Farmer be adopted. (Cllr. Thorn)

Resolved - that the leaflet regarding the responsibilities of riparian owners be adopted and distributed as required by Ashdon Flood Group. (Cllr. Smith)

v. Community Led Housing. Housing Needs Survey.

The Chairman reported that English Rural and the RCCE were having problems identifying ownership of the land with the Land Registry at All Saints Close which would afford access to the site at All Saints field. This was ongoing. (Action English Rural)

Nothing further to report on the Housing Needs Survey

vii. Community Hub/Shop/Café.

The following estimates had been received from selected architects regarding the village hall/ hub/ shop-

1) Hibbs Walsh:

Survey/exting drawings	£1000.00)	
Design drawings	800.00)	Stage A = £2,550.00 + VAT
Design & Access statement	500.00)	
Planning/listed building applications	250.00)	
Building Regs	12 - 1800.00)	
Schedule of works	450 - 650.00)	
Tender documentation	450.00)	
Contract Admin	3 - 5000.00)	

2) Abrams Architects

All preliminary works inc. D & A statement sketches, design and consents etc.	£4500.00)	Stage A =£4,500.00 + VAT
Building Regs	3500.00)	
Working drawings	3500.00)	
Contract Admin	3000.00)	

3) Cowper Griffith

Preparatory	£250.00)	
Design & Sketches	2000.00)	Stage A = £ 5000.00 +VAT
Detail design, consents, D & A statement	2750.00)	
Building regs and tenders	4700.00)	
Contract Admin	3000.00)	

4. DPA (Purkiss Ass)

Survey drawings (contracted out)	£2490.00)	
Sketch design	2000.00)	
Revisions etc	800.00)	
Opening up	300.00)	
Finalise drawings	800.00)	Stage A = £8215 + VAT
Planning apps	600.00)	
Heritage statement)contracted out)	1225.00)	

Resolved - that Hibbs Walsh be appointed to carry out Phase 1 as per their estimate of £2,500.00 + vat (Cllr. Elsey)

It was understood that the results of the survey would be through in 7 -10 days.

The Chairman reported that one party remained very interested in running the shop/hub. The Chairman suggested that, at the appropriate time they be involved in discussing their requirements for fitting out the premises.

- viii. Superfast Broadband. Cllr. Thorn reported that work in the centre of the village would start in July. the general installation was progressing.
- ix. Neighbourhood Watch. Cllr. Thorn reported that the village had been generally quiet during lockdown. There were approximately 70 members on Facebook
- x. Village Map. Deferred until the next meeting (20 July 2020) Cllr. Hayler's absence.

10. CORRESPONDENCE

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

11. NEW ITEMS

Mobile Post Office. The Chairman reported that he had been in correspondence with the Post Office regarding a weekly visit of a Mobile Post Office to the village on a Tuesday from 9.30am to 10.30am. The initial site would have been the Village Hall Car Park but the vehicle was too large to access by White Horse House. Pastor Gavin Walter had kindly agreed that it could park in the Baptist Car Park where access was easier.

12. NEW PLANNING APPLICATIONS

There were no new planning applications

13. PLANNING APPLICATIONS DETERMINED

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

Refused

14. ACCOUNTS for PAYMENT (Appendix ii)

- i. Internal Audit. (Internal audit taking place)
- ii. **Resolved** – that the Accounts (Appendix i) be passed for payment (Cllr. Eley)

15. ITEMS FOR THE NEXT AGENDA

- i. Placement of WW1 Mosaic by Ms Victoria Moriarty

The meeting closed at 8.37pm.

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.

Appendix ii

PARISH COUNCIL MEETING MONDAY 15th JUNE 2020
18th MAY TO 15th JUNE 2020

Monies Received	£
HMRC. VAT repayment	447.04
Monies for Payment	£
D. Green. Telephone/Broadband	23.88 Ch.No. 102525
MD. Landscapes. Village Grass May x 2 inc UDC grass	829.20 Ch.No. 102526
Playsafety Ltd. RoSPA Inspection	202.20 Ch.No. 102527
E.ON. Electricity May Account £283.98 - £30.68	253.30 Credit
MD. Landscapes. UDC Village grass. Belt	145.12 Ch.No. 102528
Grasshopper Lawncare. War Memorial Grass	24.00 Ch.No. 102528
John Thorn. Zoom fees	28.78 Ch.No. 102529
Balances at Bank on 15th June 2020:-	
Current Account:-	£2,226.67
Saver Account:-	£1,070.74
Saver Account:-	£47,466.07

