

Meeting of Birchanger Parish Council Held In The  
Church Hall Birchanger on Tuesday 2<sup>nd</sup> February, 2010  
At 7:45 pm

**Present:** P. Hoy – Chairman  
J. Peachey – Clerk  
M. Davy  
J. Devine  
A. Driscoll  
E.. Godwin  
L. Pocklington  
Mr Pocklington – member of public

**Apologies:** R. Gooding, D.Holder, K. Wheatley

<p><b><u>97 MINUTES</u></b></p> <p>The minutes of 1<sup>st</sup> December were proposed by EG and seconded by MD as a true and accurate record. The Chair then signed them accordingly.</p>	
<p><b><u>98 DECLARATION OF INTERESTS</u></b></p> <p>EG declared an interest as s member of SSE.</p>	
<p><b><u>99 TIME FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL</u></b></p> <p>No matters were raised.</p>	
<p><b><u>100. MATTERS ARISING</u></b></p> <p>A) Further to the new S106 list being formalized at our last meeting we were asked by Essex County Council to submit the list . This has been done but the question was raised that we should query whether the safer pedestrian link between the development and the village of Stansted should be done by the builder as it was thought this was per the original agreement and not something that should come out of s106 monies. Clerk to contact Liz Chapman at ECC.</p> <p>B) Ref 88 – It was noted the gullies to the ditch are not sufficient to meet need. We need proper channels along the road. Clerk to contact Ray Curtis.</p> <p>C) LP said she had been in contact with E.H.D.C. about the activities on the park and ride site – but that they had been quite relaxed about what was going on.</p>	<p>JAP ✓</p> <p>JAP ✓</p>
<p><b><u>101 PLANNING</u></b></p> <p>A) Gypsy Census – Nothing to report although rumours are circulating about the piece of land between Tot Lane and Foresthall Road. Everyone should be vigilant of any usual activity especially on a Friday afternoon. The police should be</p>	

<p>notified if anything suspicious is spotted.</p> <p>B)&amp;D) It was requested that these two applications be dealt with together as points raised were common to both.</p> <p><b><u>UTT/1527/09/DFO – 300 Birchanger Lane, Churton</u></b>  <b><u>(UTT/1702/09/DFO – 300 Birchanger Lane, Churton</u></b></p> <p>Lengthy objections were submitted. In summary, we objected to the overall appearance of the development as proposed material finishes, particularly the weatherboarding, were not seen as appropriate to the immediate surroundings. The number of houses were noted as excessive for the size of the site as evidenced by the closeness and layout of the buildings and the difficult access for some of the properties. The visitor parking provision was also inadequate. Finally the proposed gravel road is unacceptable as a road surface and importantly would prevent wheelchair access from some properties onto the main Birchanger Lane. The proposed landscaping is limited. We have requested that any replacement trees are protected and that hedging is preserved</p> <p><b><u>F.) UTT/1701/09/FUL – Erection of a log cabin – Cardsfield Birchanger Lane.</u></b></p> <p>Birchanger Parish Council objects to the proposed development on this site within the Metropolitan Green Belt. The applicant quotes Section 3.4 PPG2 which allows for the erection of buildings essential for outdoor sport and recreation. However Section 3.5 of this policy states that these must be genuinely required to help preserve the openness of the Green Belt. The proposed log cabin is excessive in size and includes not just a changing room (an example of an essential facility) but also an office, play area, wash/shower room and kitchen. It is difficult to envisage how all of these facilities, contained within a building the size of a small one-bedroom bungalow, are essential for personal smallholder use at a dressage stable. It is also general policy that any development in the Greenbelt can only occur under "Exceptional Circumstances." The nature of this development is not seen as an exceptional reason to build on land that should be safeguarded by national policy. Clerk to inform planning.</p> <p><u>UTT/1607/09/FUL, UTT/0012/10/FUL and UTT/0014/10/FUL) - Persimmons</u></p> <p>No major objections. However the Council notes that in the sections of this development constructed to date, the parking provision does not seem adequate. There are already large numbers of cars parked along the road including on the pavements. Clerk to inform planning.</p> <p>H) UTT/1865/04/FUL – Renewal of Application – for erection of single storey and two storey rear extensions – 202 Birchanger Lane. There were no objections to this application.</p>	<p>JAP ✓</p> <p>JAP ✓</p> <p>JAP ✓</p>
<p><b><u>102 FINANCE</u></b></p> <p><b><u>Direct Debits and Standing Orders For January 2009</u></b></p>	

Powergen/e-on energy – Street lighting	£31.41	
Direct Debit – J. Peachey (Clerks salary)	£311.70	
Direct Debit – A. J. Lighting	£37.54	
Slight increase in A. J. Lightings bill due to vat increase).		
<b><u>Cheques signed in January and circulated to members before next meeting</u></b>		
P. Eldred	£70.00	
(I have deducted £10 from Pat's wage re: his allotment.)		
St. Mary's Church Hall (ref: Oct, Nov, Dec)	£36.00	
Petty Cash	£45.00	
<b><u>Direct Debits and Standing Orders For February 2009</u></b>		
Powergen/e-on energy – Street lighting	£31.41	
Direct Debit – J. Peachey (Clerks salary)	£311.70	
Direct Debit – A. J. Lighting	£37.54	
<b><u>Cheques to be signed in February</u></b>		
Uttlesford District Council (civic amenity for last year)	£569.88	
Petty cash	£35.00	
EALC -Audit and Risk Assessment Day (ref: Bryan Reid)	£54.00	
Broadband and Office rental (Jan & Feb)	£90.00	
EALC - Angela Driscoll New Councillors Pack	£14.18	
The Information Commissioner	£35.00	
Bank statements have been passed to Jayne Devine re: bank reconciliation.		
It was resolved that it was in order for the above cheques to be signed. Clerk to then send out.		JAP ✓
<b><u>103 ADOPTION OF SECURITY INFORMATION POLICY – ref: data protection.</u></b>		
A cheque for registration of this has been written out to the Information Commissioner. We need to re-register every year by law.		
Birchanger Parish Council formally adopt compliance with the Freedom Of Information Act 2000 and the data protection Act 1998 in that all material handled they agree for it to be:		
1.) Fairly and lawfully processed – <i>This will be done by following guidelines set out by the EALC/NALC and will be subject to Councillors code of conduct and relevant Registrations of Interests.</i>		
2.) Processed for limited Purposes: <i>Records will not be used other than for Parish Council business.</i>		
3.) Adequate, relevant and not excessive – <i>we will not hold data that is not relevant to council administration business or use it for any other purposes.</i>		

4.) Accurate – *Birchanger Council will adhere to ensure records are up to date and accurate and will take action to amend records when necessary.*

5) Not Kept Longer than necessary:

6) Processed In Accordance with the data subjects rights – *Birchanger will endeavour to ensure transparency when necessary. It adheres to comply with the Freedom of Information Act 2000.*

7) Secure; - *(we will endeavour to ensure limited access to personal information). Controls would be taken to ensure personal data was not given to those who did not provide identification when necessary.*

8) Not Transferred to countries outside the European Economic Area without adequate protection.

*Only with special resolution would any information ever be transferred abroad and would be under strict scrutiny by all council members as to the reasons why. It was currently agreed there was no reason for any information to be transferred at this or any foreseeable time in the future.*

This information statement was read by all councillors before the clerk was authorized to sign the information Commissioner’s Office Declaration.

It was formally proposed by EG and seconded by MD that we adopt the above Information Security Policy and undertake further training if necessary.

#### **104 OPEN SPACES**

##### **A) Highways and Trees**

Nothing to report at this time.

##### **B) Footpaths – Task Member Report**

LP reported that she is in regular contact with Robin Wallbank and is writing to him roughly every 5 weeks with various issues and also sending him photos of areas that need attention.

There has been a problem with regard an issue re: Bridleway 18, in that the fingerpost ended up being enveloped in the hedge of the listed building which is situated on the double bend. Site visit was arranged and ECC sent five field officers down to inspect and measure the perceived bridleway. It was noted that the number of officers attending the site visit (5) was excessive and disproportionate to the task. The officers are claiming the bridleway has to be 24 ft wide and are quoting ancient laws that they do not seem to be able to verify themselves. It was noted that the listed roof of the house juts out which means the boundary of the house is not going to lay underneath it. It is hoped commons sense prevails with ECC, it is however a matter that has to be sorted out by the residents of the listed building and ECC.

<p><b><u>C.) Street-Lighting – Task Member Report</u></b></p> <p>We have been approached by Keith Tovee of Essex County Councils about whether we wish to amalgamate our street lighting costs and possibly get a reduction in our yearly overall costs. Birchanger Council are actually very happy with their current contractor who they feel is reasonable compared to other competitors. It was felt that even if a reduction could be offered, we would not necessarily be able to achieve the high service levels of our current contractor who has to date proved very efficient in dealing expediently with lighting problems. It was also pointed out that if an en-masse contractor were used – after a few years their prices may significantly increase and we would not be able to guarantee they deal with our area within what was considered an appropriate time frame.</p>	
<p><b><u>105 RECREATION AND ALLOTMENTS – Glebeland</u></b></p> <p>Clerk confirmed letter has gone out to allotment holders for this years money</p>	
<p><b><u>106 PUBLIC SAFETY</u></b></p> <p>PH relayed he had called the police Christmas Eve, when some youths threw snowballs at his window.</p>	
<p><b><u>107 TRAINING</u></b></p> <p>LP may attend the Advanced Councillor Training Day on 31<sup>st</sup> March 2010.</p> <p>Angie Driscoll is also keen to go on the Roles and Responsibilities Course – next one 11<sup>th</sup> Feb.</p> <p>It was agreed prior to booking that it was in order for these to be arranged.</p>	JAP ✓
<p><b><u>108 HEALTH SERVICES</u></b></p> <p>There was nothing to report at this time.</p>	
<p><b><u>109 TRANSPORT</u></b></p> <p>There was nothing to report.</p>	
<p><b><u>110 STANSTED AIRPORT</u></b></p> <p>There is nothing significant to report at this current time.</p>	
<p><b><u>111 CORRESPONDENCE/ANY OTHER BUSINESS</u></b></p> <p>The clerk spoke to KW tonight who has said he has done something to the website which should enable manual download. Clerk will look to get the information put on there – if any problems KW has said he would meet over half term to see if he can iron out any technical difficulties clerk might be experiencing.</p> <p>A letter was also received from the Citizens Advice Bureau requesting a donation.</p>	JAP/KW ✓

<p>It was agreed we could pay £100 and a cheque will be prepared for signing at the next meeting.</p>	<p>JAP ✓</p>
<p><b><u>112 CHAIRMANS ANNOUNCEMENTS AND PRESS RELEASES</u></b></p>	
<p>The Chairman welcomed Angie Driscoll to Birchanger Parish Council as a new Councillor.</p>	
<p>The AGM is due to be held on Wednesday 31<sup>st</sup> March. 2010. The agenda and guest speakers were discussed. Clerk to arrange paperwork, leaflets to be photocopied at the club and speak to S. Deveraux re: coffees and teas. There being no other matters to discuss the meeting concluded at 10:00 pm. The next monthly council meeting will be held on Tuesday 2<sup>nd</sup> March at 7:45pm in the church hall.</p>	<p>JAP</p>