

# LITTLE DUNMOW PARISH COUNCIL

MINUTES OF A MEETING OF LITTLE DUNMOW PARISH COUNCIL  
HELD ON MONDAY 10 JULY 2023 AT 7.30 PM AT  
THE COMMUNITY MEETING ROOM, RECREATION GROUND, BROOK STREET,  
LITTLE DUNMOW

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*Present:* Cllrs: Corr, Elliot, French, Pratt, Thomas & Westbrook.  
*In the Chair:* Cllr French.  
*Clerk:* Angela Balcombe.  
*Also Present:* One member of the public

## **23/55. ELECTION OF CHAIRMAN.**

To elect a Chairman for 2023/24. Cllr Thomas proposed Cllr French as Chairman, this was seconded by Cllr Pratt and unanimously agreed.

- **Cllr French signed the Declaration of Acceptance of Office of Chairman.**

## **23/56. ELECTION OF VICE-CHAIRMAN.**

To elect a Vice-Chairman for 2023/24. Cllr Thomas proposed Cllr Westbrook as Vice-Chairman, this was seconded by Cllr Pratt and unanimously agreed.

## **23/57. CO-OPTION OF PARISH COUNCILLOR.**

To co-opt a Parish Councillor to fill the vacancy following the election in May 2023. Cllr French proposed Mr Frank Corr to fill the vacancy, this was seconded by Cllr Westbrook and unanimously agreed. Cllr Corr was welcomed to the Council.

- **Cllr Corr signed the Declaration of Acceptance of Office of Parish Councillor.**

The vacancy following the death of David Guild has now been advertised, if no election is called for the Parish Council can co-opt to fill the vacancy at the September meeting.

## **23/58. APOLOGIES FOR ABSENCE.**

There were no apologies

## **23/59. MINUTES OF THE LAST MEETING.**

The minutes of 15 May 2023 were approved as a correct record of events.  
**Proposed: Cllr Westbrook. Seconded: Cllr Elliot. All agreed.**

## **23/60. PROGRESS CHECK.**

**Pond opposite the Flitch of Bacon** - the recently erected fence does not need planning permission as long as it does not exceed two metres in height from ground level. If it is next to a highway it should not exceed one metre in height. A letter has been sent to the owner of the pond regarding both the fence and the state of the pond.

## **23/61. DECLARATION OF INTERESTS.**

To receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non-Pecuniary Interests relating to items on the agenda. No interests were declared.

## **23/62. PUBLIC FORUM.**

Anti-social behaviour was reported at a property in Little Dunmow, a member of the public asked what the Parish Councils stance was on this situation. It was agreed that this was an appalling situation but that it was a matter for the police. It was

suggested that Neighbourhood Watch could be involved, Cllr Corr, with the help of Cllr French will speak to the organisation to see what they suggest.

### **23/63. REPORTS.**

- **County Council** - apologies were received from Cllr Foley.
- **District Council** - no report received.

### **23/64. NEIGHBOURHOOD PLAN UPDATE.**

The Plan is progressing well, a draft to be circulated for public comment prior to the referendum.

### **23/65. DANDARA (MOORS FIELD) DEVELOPMENT.**

Cllr French gave a report on the meeting held with Dandara to discuss the development and the Home Working Hub. The Hub has been moved from the centre of the development to the edge following discussion at the meeting. The two storey building was considered far too small and it was suggested to either lobby for a larger building or maybe a larger single storey building.

The area of land for a cycle track/footpath between the two developers was discussed. A site meeting has been arranged with Troy on 11 August. Parish ownership of the green area and pond was agreed with Enodis a few years ago, however there has been no mention of this since. It was agreed to keep notes of all meetings including telephone conversations with developers from now on.

Cllr French will make contact with the ECC Rights of Way officer regarding diversion of a footpath that runs through a residents property, he also suggested an informal meeting with a UDC Planning Officer.

### **23/66. PLANNING.**

**Application No: UTT/23/1322/FUL.** S73A part retrospective application for the retention, partial demolition and alterations to an existing unauthorised building to form an agricultural barn for poultry production and storage.

**Location:** Little Blossom, 3 Stebbingford Cottages. Objections have been submitted to UDC under Delegated Power to the Clerk.

**Application No: UTT/22/3470/OP** (Re-consultation) Hybrid Planning Application - Outline application for up to 72 dwellings (Use Class C3) together with a building for use falling within Use Class E (a) or (b) or (c ii) or (c iii) or (d) or (e) or (f) or (g i) with all matters reserved, except access and structural landscaping.

Full application for access and structural landscaping

**Location:** Land North of Baynard Avenue. Objections have been submitted to UDC under Delegated Power to the Clerk.

### **23/67. NEW BENCH ON THE FLITCH WAY.**

It was unanimously agreed to dedicate the bench in memory of David Guild.

### **23/68. FINANCE.**

101107 £79.20 James Todd & Co Ltd. (Payroll)

101108 £27.90 V Westbrook (Litter Pickers)

101109 £967.07 A Balcombe (Salary/PAYE/Expenses)

101110 £43.20 A Balcombe (TBS Hygiene Ltd.)

101111 £100.00 VCS Websites Ltd. (6 Months Hosting)

101112 £94.20 Playsafety Ltd. (Annual Safety Inspection)

101113 £52.47 Uttlesford District Council (Uncontested Election Costs)

101114 £52.80 Rural Community Council of Essex (Annual Subs)  
101115 £36.00 CPRE (Annual Subs)  
D/D £44.60 npower Business Solutions (Streetlighting)  
D/D £39.99 npower Business Solutions (Streetlighting)  
D/D £45.84 A & J Lighting Solutions (Maintenance)  
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**Income**

£150.00 UDC (Hire of the Meeting Room)  
£250.00 Dunmow Rovers FC (Donation)  
£600.00 UDC (Coronation Grant)

**23/69. LOCAL COUNCIL TAX SUPPORT SCHEME (LCTS) 2024/25.**

Uttlesford District Council LCTS Consultation runs until Monday 4 September 2023 (details circulated).

**23/70. STOLEN SALT BIN.**

The bin which was recently installed on the bridge in Brook Street has been stolen, it was not removed by Highways. It was agreed to buy two new bins, one for St Mary's Place and the salt when needed.

**22/71. FUTURE MEETINGS FULL COUNCIL / COMMITTEE.**

It was agreed to meet monthly (except August) for a trial period of six months.

**23/72. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.**

- Two dog signs to be purchased.
- A dead tree at the bottom of the Recreation Ground needs looking at.
- Cllr Elliot to contact the Friends of the Flich Way regarding a sign where the Flich Way meets Grange Lane.

**23/73. MEETING DATES 2023.**

11 September, 9 October, 13 November (Budget Meeting), 11 December.

***THE MEETING CLOSED AT 20.44 PM.***

**SIGNED (CHAIRMAN):**

**DATE:**