

## DEBDEN PARISH COUNCIL

### MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY, 30<sup>th</sup> March 2022 AT 8PM IN DEBDEN VILLAGE HALL

Present: Cllr S Watson Chairman  
Cllr A Gardner V. Chair  
Cllr C Bunting  
Cllr J O'Brien  
Cllr B Lindsell

In Attendance: 11 members of the public  
The meeting was recorded - April Gardner as Acting Clerk took notes.

#### **22/622 Apologies for Absence**

Apologies were received from County Cllr Martin Foley, Cllr C Diggins and Cllr Luck  
The apologies were accepted by the councillors in attendance.  
Proposed by Cllr Lindsell, Seconded: Cllr O'Brien, all agreed.

#### **22/623 Disclosure of Interests**

Cllr Lindsell declared the following non pecuniary interest:

- a relative works for UDC Democratic Services
- a relative by marriage owns land adjacent to public rights of way.

#### **22/624 Public Participation Session**

There were questions from the public in attendance and one submitted by a resident via email ahead of the meeting:

- A resident asked if an apology would be made to the public for the loss of the AFCFT grant.
- The same resident asked in the Council would abandon its plan to apply for a facility to borrow £400,000 via a public works loan
- The same resident asked if the council would apologise to the RFO for asking her to sign the application in December 2020.
- A resident asked for an explanation of the continued use of reference to 'minority groups' by Cllr Luck.
- A resident asked for an explanation of the way in which the budgeted amount of £6500 would be spent on the Queens Jubilee. He was advised that the allocated sum was for village events, including but not exclusively, the Queen's Jubilee event.
- In a follow up question the Council was asked if it was aware that grants are available for the Queens Jubilee.
- An update was requested on the flooding situation at Deynes Road/High Street junction (see Minute 22/629).

- A resident asked if there was any progress to report, with regard to improvements promised to the pond.
- June Thomson had sent in three questions regarding the pond, the AFCFT grant and the position regarding funding for the hall and the shop.

### **22/625 Approval of Minutes**

The minutes of the Parish Council meeting held on 23<sup>rd</sup> February 2022 had been circulated and there were no comments.

It was resolved that the Chairman should sign the minutes as a correct record.

Proposed: Cllr Gardner, Seconded: Cllr O'Brien. All agreed

### **22/626 Personnel Committee**

The Chairman advised that Mrs C V Griffin ceased to be employed by Debden Parish Council with effect from 14<sup>th</sup> December 2021. She added that no further detail would be forthcoming from the council concerning Mrs Griffin's departure.

Arrangements will now commence to advertise and select a replacement clerk.

### **22/627 Queens Platinum Jubilee Celebrations:**

Cllr Gardner reported on plans. This summary will be available on the DPC website.

#### **Thursday 2<sup>nd</sup> June**

The beacon is being built with volunteer labour and with all materials kindly donated by J Brock & Sons. A plaque will be made for the beacon to acknowledge their support.

The suggestion to include a display by a group of fire-eaters was not approved owing to the total cost exceeding £1000 for approx. 20 minutes entertainment.

#### **Friday June 3<sup>rd</sup>**

The Open Gardens event, which is open to both residents and non residents of Debden, is being organised by the Church with no involvement from the Parish Council. Tickets (£5) will be on sale in advance of the event. As well as the opportunity to visit village gardens, there will be a plant sale and refreshments on sale.

#### **Saturday 4<sup>th</sup> June**

During the day there will be activities for children in the recreation ground, organised by FODS (who will complete a risk assessment).

A joint venture between FODS and the Parish Council will provide a mug for every child in Debden/ Debden Green. It was noted that the total cost will be shared between equally the two bodies. The Parish Council approved payment of its share being £270 each. (Proposed: Cllr Gardner, Seconded: Cllr Lindsell. All agreed). FODS are also organising a competition to design the mugs which incorporates a crown.

The marquee and all necessary interior and exterior fittings will cost approx. £2050 and a deposit, being £512.50 is required in advance. It was noted that the marquee

will be available for all events over the entire Jubilee Weekend. Hire of the marquee and payment of the deposit in advance was approved. (Proposed: Cllr Watson, Seconded: Cllr Lindsell. All agreed)

The marquee must be insured whilst not in use. A quote has been requested and is awaited.

Yuva Restaurant is willing to provide food (1 x meat and 1 x vegetarian dish @£9 per head. They can cater for 150 guests (the maximum permitted in the marquee).

The Giddy Up bar will provide drinks (which will be paid for by guests in addition to the ticket price).

A TENS licence will be obtained at a cost of £21.

A disabled toilet was regarded as essential for both the Saturday and Sunday events and will be hired. The cost quoted is £285 plus VAT. This amount to be confirmed given that the toilet will be required for two days. The Parish Council agreed that the toilet was an essential item and approved the payment of the final amount once confirmed. Proposed: Cllr Watson, Seconded Cllr Gardner. All agreed.

Fox, Wiggle and Sass will be providing music for the evening.

The event will be ticketed in order to control numbers and to ensure the food order matches the tickets sold. Tickets will be £10 each with village residents getting first refusal. In, the event that insufficient tickets are sold within the village, they will be offered more widely. The ticket price will include food only.

Proposed: Cllr Bunting, Seconded: Cllr Watson. All agreed.

### **Sunday 5<sup>th</sup> June**

The Royal British Legion, Debden Branch will organise a vintage car show on the recreation ground

Revival will play for 2 hours at the event which will include the Big Picnic (no food or drink will be provided at this event other than that brought by picnickers for their own consumption).

It was noted that special dispensation has been granted by HM Gov, so no music licence is required for the Queens Jubilee events.

John Saxon will conduct a service of thanksgiving in the marquee during the afternoon.

### **Other Matters**

The Brownies have planted a crab apple tree on the recreation ground. A plaque has been ordered for the tree.

### **Total Cost:**

Taking into account, all items mentioned above the total cost of the events for which the Parish Council is responsible is expected to be in the region of £5391.

It should be noted that support is available from grant making trusts and that the Parish Council will be making applications to assist with the costs.

The Council expressed thanks to Cllr Gardner for the work she has done to organise this extensive programme of events for the village.

## **22/628 Planning**

Cllr O'Brien reported one new application, being UTT/0757/OP Wigmore's farm: two detached dwellings. Whereas, a previous application had been refused, these two plots are still being considered.

An application for a grain store at Wieldbarn's farm is an agricultural building on a private development which has specific planning rights.

A yew tree at 6, The Close, Debden may have its lower branches trimmed.

An appeal has been received against refusal for two dwellings and a garage at Henham Farm. The Parish Council has no further comments to add to those sent regarding the original application.

Rooter's Farm, Debden Green refused development on a small plot, on the basis of urbanisation.

Cllr O'Brien recently attended a UDC Planning Forum and commented that the decisions made by UDC have been upheld by the planning inspectorate, which was appointed, as a result of UDC Planning going into 'special measures' regarding concerns about the quality of its decisions. It was noted that the special measures designation referred only to 14 cases between 2018 and 2020.

Some parish councils have complained about the very short timescales they have to respond to planning applications, often caused by the fact that they only meet once a month. Debden PC obtained permission some time ago for extensions, where necessary.

## **22/629 Highways**

Four parish councillors attended the Local Councils Liaison Forum which focussed on highways matters. A report from the forum is available on the PC website.

A report was given by Cllr Lindsell which can also be found on the DPC website.

- The theft of manhole covers and the cumbersome process to identify their loss and arrange replacement.
- Essex CC staff are very helpful on highways issues, but actual solutions or improvements are slow to materialise.

- Rissa Long, Senior Highways Liaison Officer, has been approached with a number of requests, including the extension of the 30mph speed limit to Fox crossroads, introduction of a 20mph speed limit through the village, a traffic calming system for Thaxted Road and a review of 20mph flashing warnings.

### **22/630 County & District Councillor Reports:**

No report has been received by County Cllr. Cllr Foley

District Cllr Luck's report can be found on the PC website and on Facebook.

### **22/631 Defibrillator at Debden Green:**

A donation toward the cost of purchasing a defibrillator at Debden Green has been received from Bridgefoot Gospel Hall Trust. The site and cost of installation and running the defibrillator has also been covered by a separate donation from a resident.

The case on the Defibrillator on the shop is cracked and needs replacing. It is possible that the case is still under guarantee. Discussions have commenced with the supplier.

An order for these items will now be placed.

Proposed: Cllr Gardner. Seconded: Cllr O'Brien. All agreed.

### **22/632 Arrangements for Annual Assembly**

The Annual Assembly (aka the Annual Parish Meeting) and the Annual General Meeting (AGM) of the Parish Council will be held on 11<sup>th</sup> May 2022.

The Annual Parish Meeting will include a presentation from a Special Constable.

Plans for the new village hall and pavilion will also be displayed. Even though the loss of the AFCFT grant is a blow, the project to build a new village hall and pavilion has not been cancelled.

Cllr Gardner and Cllr Luck will contact all interested parties to invite them to attend the meeting to help both existing, and new residents gain a better understanding of what is happening in the village and what opportunities there are.

Agreed unanimously

### **22/633 Allotments**

Cllr O'Brien had attended a forum on 28<sup>th</sup> March run by the National Allotments Association. A full report would be made available once received.

Invoices will be issued to all allotment holders during April. No increase in charges was deemed necessary this year.

Proposed Cllr O'Brien, Seconded: Cllr Watson. All agreed.

**22/634 Phone Box repairs**

The estimated cost of buying a new door for the phone box in Thaxted Road was £1000. Ben Diggins (Cllr Diggins' husband) has kindly offered to complete the repairs himself at cost. It was suggested that this kind offer should be accepted.

Proposed: Cllr Watson, Seconded: Cllr Gardner. All agreed.

**22/635 Payments**

The payment schedule was agreed.

Proposed: Cllr Lindsell, Seconded: Cllr Bunting. All agreed.

**22/636 Items for Next Agenda:**

Check the Action List

Donation to Village Shop

Consider quotes received for the work required on the pond including: removal of weed, replacement fencing and replanting. Cllr Gardner will try to obtain quotes and timings for the work in time for consideration at the next meeting.

**22/637 Date for next Meeting:**

Wednesday 27<sup>th</sup> April at 8pm in the village hall.

**22/638 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

In view of the confidential personnel nature of the business to be transacted, to resolve excluding the press and public from the meeting.

Proposed: Cllr Gardner. Seconded: Cllr Lindsell. All agreed.

Members of the public duly left the meeting.

**22/639 Personnel Issue**

Confirmation has been received from ACAS that recruitment to replace Mrs Griffin can commence immediately.

The Chairman had written to Mrs Griffin to request the return of all Parish Council property.

Signed ... ..

Chairman

27<sup>th</sup> April 2022

## Queens Jubilee Celebrations update March 2022

### June 2<sup>nd</sup> (Thursday) evening Beacon lighting from 9.15-9.45 pm

Debden Recreation Ground yet to agree a site.

The beacon is being made by a resident according to the official Jubilee Beacon plan. All materials have been supplied and cut by J Brock and Sons. A plaque to be organized to commemorate this and the event.

Cllr Luck requested we get a price for Fire-eaters. Heartburn entertainment is **£1000 + VAT** for the evening and perform for approx. 20 mins. **Deposit of £500** is required to secure booking.

Council to discuss if we want to book them.

Note: to action/organise First aider to be onsite.

### June 5<sup>th</sup> Friday

**Open Gardens** - day event. Tickets sold outside hall at £5 each  
They will Risk Assess this event and contact VHT re: booking the hall.

### June 4<sup>th</sup> Saturday

FODS to hold activities in the afternoon with refreshments – they will Risk Assess this event

#### **Marquee and Evening Dance and Music with 1940s trio - Fox, Wiggle and Sass**

The price to hire the marquee, tables, chairs, lighting, lining, carpet, dance floor, etc is **£2050**. To secure the booking a deposit of (**£512.50**) is needed before a contract is sent to be signed.  
**Do we wish to go ahead with the booking?**

Debden Rec Ground would be responsible for security. The insurance co has been contacted to see if there is an option to pay an extra fee for the marquee when not in use.

Do we ticket the evening event? Eventbrite allows you to sell tickets online free but they add a small booking fee onto each ticket. eg. Ticket for £15 the customer is charged £16.12. If there is no charge for the ticket there is no fee from Eventbrite. Discuss price, etc.

Yuva have agreed to supply one meat and one veg curry with rice and naan for the evening's food, for up to 150 guests at **£1350**. Discuss if we are happy with price.

The Giddy Up Bar will be selling alcohol on the night - A TENS (Temp Events Notice) licence will need to be applied for through UDC - Cost **£21**. They have agreed to apply.

Disabled toilets: for 2 days Sat/Sun Cost is: **£285 + VAT**. Discuss if we need to provide?

Note: to action/organise First aider to be onsite.

## **June 5<sup>th</sup> - Sunday afternoon**

### **Jubilee 'Big Lunch' 12-2 pm Debden Recreation Ground**

**RBL Classic Car Show** to be held on Sunday 5th - all day event on the recreation ground.  
They will Risk Assess this event

The band Revival do not need a music licence as there is a discretionary period granted during the Jubilee celebrations. (PPLPRS United Music)

St Mary's Church Thanksgiving Service. John Saxon has said he would like to hold the service in the Marquee after the Big Lunch 2- 2.30pm

#### **Other:**

##### **Queens Canopy**

Debden Brownies have planted a Crab Apple tree today at 6 pm on Debden Recreation Ground. I believe they are also purchasing an official Queens canopy plaque from funds raised at their cake sale on March 19<sup>th</sup>.

##### **Commemorative mugs**

I had a reply from School/FODS who have requested that DPC pay 50% of costs for the commemorative mugs at £270. Discuss.

A competition poster will be circulated at school and the village for all children to take part.

##### **Funds available:**

Grants are available to help - DPC to discuss to start applications, now costs are in.

The Debden Residents Fete Fund has already indicated they would like to donate funds.

##### **Summary to agree tonight:**

- Heartburn Ent: We need to discuss if we want to book them.  
A Deposit of £500 is required to secure booking.
- Mugs FODS who have requested that DPC pay 50% of costs for the commemorative mugs at £270. Discuss.
- Marquee - Discuss if to go ahead and book Marquee and to pay the deposit of £512.50.
- Yuva food costs
- Ticket Sales for Dinner and Dance through Eventbrite - discuss price
- Disabled toilet

- Discuss to apply for grants *see below*:
  - Lottery - deadline is tomorrow 31<sup>st</sup> March
  - ECF
  - UDC Jubilee Celebrations
  - District Council Ward Initiative
  - Debden Residents Fund

**Jubilee Grants:**

UDC Jubilee Celebrations	£700
Residents Fete Fund:	£800
DC Ward Initiative Fund	£500
Searle: up to	£10,000
Lottery Jubilee Fund: up to	£10,000

**Jubilee Costs:**

Beacon Plaque	£60 + VAT
Heart Burn entertainment – fire-eaters	£1000 + VAT
Marquee	£2050
Marquee insurance	£?
Fox wiggle and Sass-1940s trio	£500
Revival Band	£100
Marketing local papers (1/4 page add)	£285 + VAT (£342)
Disabled toilet:	£285 + VAT (£342)
Hall hire @ £60 a day (3)	£180
Food - Yuva:	£? (Approx. £1300)
Sundries - bunting, large & small flags	£130
Banners/posters:	£130
Commem Mugs FODS (50% of cost):	£270
TENS Licence	£21

**Total: £6311**

**Note: Deposits to be paid to secure bookings (incl in costs above):**

Imaginations Marquee Hire	£512.50
Fire-eaters	£500
<b>Total:</b>	<b>£950</b>

## Report on Planning Matters for DEBDEN PARISH COUNCIL Meeting 30<sup>th</sup> MARCH 2022

### AGENDA ITEM 22/628

#### APPLICATIONS:

**UTT/22/0757/OP: Wigmores Farm Debden Green Saffron Walden Essex CB11 3LX**

**Application validated:** 16 March 2022

**Proposal:** Outline planning permission with all matters reserved to erect 2 no. detached dwellings, with associated private garden, car parking, and landscaping - renewal of **UTT/19/0245/OP**

**Action:** Does anyone want to submit any comment?

**UTT/22/0816/AG: Wioldbarn's Farm Debden Green Saffron Walden Essex**

**Application Validated:** 22 March 2022

**Proposal:** Erection of a grain-store

**Date by which UDC are to decide:** 19 April 2022

#### DECISIONS:

**UTT/22/0514/TPO: 6 The Close Debden Saffron Walden Essex CB11 3LL**

**Application:** Crown to match lower limbs 1 no. Yew (T10) (TPO 11/94/09)

**Application validated:** 18 February 2022

**Decision:** Consent granted

**Decision Date:** 25 February 2022

#### APPEALS:

**Appeal Ref: APP/C1570/W/21/3282399: Henham Farm Hamperden End**

**Appeal against Refusal for Erection of two dwellings with detached garages UTT/21/1005/REF**

**Appeal Lodged/Notified:** 8 March 2022

**Appeal Ref: APP/C1570/W/22/3294955 Land Adjacent Wigmore's Farm Debden Green Essex Plot 2**

**Appeal against Refusal for Erection of 1 no. dwelling with attached garages. UTT/21/3077/FUL**

**Appeal Lodged/Notified:** 16 March 2022

#### APPEAL DECISIONS:

**Appeal Ref: APP/C1570/32284229-2: Land at Rother's Farm, Debden Green, Essex CB11 3LX**

**Appeal against Refusal for Erection of two dwellings UTT/21/00109/REF**

**Appeal Decision:** Appeal Dismissed

**Appeal Decision Date:** 14 March 2022

and

**Appeal re Costs**

**Appeal Decision:** Appeal Dismissed

**Appeal Decision Date:** 14 March 2022

**Appeal Ref: South of Wigmore's Farm Henham Road Debden Essex:**

**Appeal against Refusal for Erection of two detached dwellings with associated detached garages, decision UTT/21/00086/REF**

**Appeal Decision:** Appeal Dismissed

**Appeal Decision Date:** 18 March 2022

## Highways response 22<sup>nd</sup> March 2022

The validation for LHP scheme request LUTT202022 has been completed. The items that had been looked at are as below and the response is in blue as follows:

- 1) Can the existing 30mph be extended down to the Fox Crossroads or a 40mph buffer be installed - This would not comply with the Essex Speed Management Strategy
- 2) Can the 30mph be reduced to a 20mph limit through the village either in its entirety or in part – (please see comments below)
- 3) Can a 20 when lights flash be considered in the vicinity of the school – A 20 when lights flash can be considered to replace the existing school warning signs
- 4) If the 20s are not viable please can we look at the size, frequency and visibility of the existing 30mph repeaters - this can be looked at
- 5) On the Thaxted Road side can we look at introducing a buildout or some form of traffic calming to slow the traffic down on the straight section towards the populated areas - The presence of the VAS shows that there is already traffic calming in this location. Traffic calming requires lighting and signage, it can turn rural areas into urban areas, and have a clutter of signs that detracts from the village. Suggest waiting to see what happens with possible future development.

The overall the speed limits in this area are appropriate. The speed data indicates there is not an issue with speeding along this route and installing a 20mph would result in introducing an enforcement issue. It is likely there are some anti social behaviour type drivers but it is difficult to address this with highway measures as they would likely ignore any form of signage. Careful consideration would also have to be taken about 20 when flashing signs and upgrading the existing signage in this area given it is a rural location with a large number of listed buildings and the height/size of the post/signage would detract from that and could cause complaint. As the route is a PR2, traffic calming would be against existing policy.

The recommendation therefore is that we proceed with the 20 when lights flash element and check that the size, frequency and visibility of the repeater signage is clear enough to drivers.

If you are both happy then I will amend the comments on the paperwork for the forthcoming panel meeting with a view to seeking funding for the two elements referenced above.

Regards

**Rissa Long | Senior Highway Liaison Officer**

**Debden Parish Council  
Payment Schedule for Meeting 30<sup>th</sup> March 2022**

**Direct Debits**

**A&J Lighting (March) £ 23.86**

**Ben Griffin (IONOS) £ 36.00**

**Ben Griffin £ 71.94**

**(Website Hosting £11.99 per month  
Sept 2021 to Feb 2022 inc)**

**Hire of Village Hall £ 16.00**

**S Watson**

**(Zoom charges £14.39 per month for 10 months) £143.90**

**EALC**

**Providing Minute taking service at PC meetings;  
Highways briefing; allotment webinars £1858.35**

**Current Account Unity Trust Bank £2584.84**

**Add donation for Defibrillator Debden Green) £500.00**

**Total £3084.84**

**Less Payment listed above £2150.05**

**Balance £ 934.79**

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**Chairman**