

DRAFT MINUTES OF QUENDON & RICKLING PARISH COUNCIL VIRTUAL MEETING
HELD ON TUESDAY 8th DECEMBER 2020 AT 7.30 PM. BY ZOOM ONLINE.

Present: Sally Kitcat – Chairman (SK)
Carrie Williams – (CW)
Tom Duncan – (TDN)
Ele Stoneham (ES)
Katherine Nuthall- (KN)
Tony Dear (TD)
Ted Crow – (TC)

1 member of the public

County Councillor Ray Gooding – (RG)
Keith Williams – (KW) (Parish Clerk)

741. Declarations of Interest

None.

742. Apologies for Absence

District Councillor Neil Hargreaves – (NH)

743. Minutes of the last meeting held on 11th November 2020 (already circulated)

The minutes of the last meeting held on 11th November 2020 were agreed as a true and accurate record and will be signed by the Chairman.

744. Matters arising from the minutes of the meeting on 11th November 2020

- ECC and Cllr Neil Hargreaves are providing funding for the purchase of a defibrillator for the school.
- UDC have suggested that there is no need to attend the Airport Planning meeting. However SSE have recommended that this be ignored and interested parties should attend wherever possible.

745. Public participation session

[See comments from member of the public under Item 7: Planning. 2 UTT/20/2990/HHF].

746. Finance

a. Accounts balances (already circulated).

Noted.

b. Invoices and payments for approval.

Approved

[155/2020]

Balance b/f @ 31/10/2020 41820.98

Payments to be authorised for November 2020

Payee	Chq No	Amount	Reason
Sally Kitcat	online	49.90	Ele's leaving present
e-on	dd	58.30	Electricity for October 2020
Payroo	online	6.00	Payroll expenses
Brian Blackwell	online	160.00	Grasscutting
Local Toilet Hire	online	124.80	Football pitch toilet
Parish Online	online	36.00	Renewal of website hos
PKF Littlejohn	online	240.00	External auditor's fee
Keith Williams	online	359.97	Clerk salary for November 2020
HMRC (Keith Williams)	online	90.00	PAYE November 2020

Total Payments for November 2020

1124.97

Balance @ 30/11/2020 40696.01

Please note: The payment to HMRC was made by the parish clerk and is being reimbursed.

c. Budget and Precept consideration

The parish clerk had circulated the latest Income and Expenditure report for the period ending 30/11/2020, plus the budget comparison report. TC will compile his recommended precept request which is to be agreed at the next PC meeting on 13 January 2021.

747. Planning

1. UTT/20/2990/HHF – Foxley House, Rickling Green Road

Proposed two storey side extension, single storey rear extension, roof alterations and new garage.

[The planning applicant, who was present for the meeting, gave comments on the application and intentions].

No objections.

[156/2020]

2. UTT/20/3120/FUL – Quendon White House, Cambridge Road

Erection of one dwelling and associated development.

There was not sufficient time to consider this planning application and submit comments to Planning. The parish Clerk will therefore request an extension to the submission date.

748. Football pitch

- There had been 32 games played.
- A UDC councillor's grant had been received to be used on the car park.
- There will be no further games for the time being due to excessive rain.
- It is planned that all fixtures will be completed by the end of Spring.

749. Parish Council Assets List – update

TC advised that the review was 95% completed. There would be one more meeting to agree replacement costs.

750. Correspondence

None.

751. Broadband

- An operative has been seen at Ventnor installing wiring, which may be in connection with to broadband services.
- County Broadband are still looking into the logistics of offering their services to the village.
- TDN wishes to make clear to residents that if there are any service complaints regarding Gigaclear they should be reported direct to the company.
- There have been instances reported of the whole broadband service covering the village going down.

752. B1383

a) Highways Survey

Rissa Long of Essex Highways has responded. Please refer to **Appendix 1** for her advices. RG has asked any comments with regard to Highways validation be sent to him before the 11th January.

b) Signpost outside Foxley 2

Highways had previously sent the wrong size pole, which is half the size of the pole on the other side of the road. It is hoped that the correct size pole will be sent soon.

[157/2020]

c) VAS sign

There has been a problem with the control panel. This has been replaced and the sign is now working correctly.

d) Quendon trees

RG is still awaiting a final decision.

e) Verges

The suggestion is that some verges be left natural although only ones that will not impact on pedestrians or motorists.

753. Events

The village Christmas Tree will be switched on, on Saturday 12th December. On the same day at 5.30pm the Fountain Lights will be switched on. CW would like to thank Karen Grabowski for allowing the lights to be connected to her electricity supply. And a further thank you to Jonathan Webb for agreeing to be the village William Winstanley.

754. RGRA (Rickling Green Recreational Association)

Restoration of the pavilion is proceeding.

755. Walking Buddy System

There has been no response to this initiative.

756. PCC Donation

The toilet has not yet been installed, two years after the grant was made. The parish clerk is to write to the PCC to request an update on the current situation.

757. Welcome packs

It was agreed that hard copies of the Welcome Packs should be delivered to new residents. The parish clerk will also post the pack onto the village website.

758. Statement of Community Involvement

District Cllr Neil Hargreaves has suggested that there is no need to become involved at this stage.

759. Local Plan consultation – 9 themes

UDC is discussing 9 themes relating to the Local Plan over a period of 6 months, commencing in November and finishing in April. These can be seen on YouTube and the PC will comment on each theme.

[158/2020]

760. Emergency Food Bank grant

Information regarding this scheme has been posted to the village website.

761. Christmas Support Fund

Information regarding this scheme has been posted to the village website, together with an application form.

762. Census 2021

Notices regarding next year's census have been posted to all noticeboards.

763. Vacancy for parish councillor

There had been one application so far to fill the vacancy. The parish clerk will circulate the eligibility document to all councillors. A decision will be made at the next parish council meeting on 13th January 2021.

764. Proposed Parish Council meeting dates for 2021

The proposed dates were agreed which will be the second Wednesday of each month. As normal, there will be no meeting in August.

765. Councillors funding allocation

£500 had been received which was earmarked for the football pitch car park.

766. County and District Councillor reports

District Cllr Neil Hargreaves – see Appendix 2

County Councillor Ray Gooding

- Covid levels in Basildon and Southend are considerably higher than the rest of Essex. However this could cause Essex to be moved to Tier 3.
- ECC is trying to avoid the closure of schools.
- There have been some proposals to privatise Essex Youth Services. RG feels that whilst there may be some argument for applying this to urban areas, this would not be appropriate to rural areas.

767. Date of next meeting

13th January 2021.

768. Closure of meeting

There being no further items to be discussed, the Chairman declared the meeting closed at 20.55.

[159/2020]

Appendix 1 [Response from Rissa Long to the Highways Survey].

The formal validation for the Quendon traffic calming has now been completed and the validating engineer has broken down his comments into the different type of measures as summarised below:

The B1383 is a mostly straight, two-way single carriageway, is street lit and is classified as a PR1 in Essex's Functional Route Hierarchy. There is good pedestrian provision throughout the village. The existing 30mph is believed to be unenforceable given the spacing between the existing street lighting and additional repeater signage. It is recommended that back-to-back repeaters be installed at the VAS toward the northern end of the village and near the Kings Head public house and appropriate order created if not already done so.

The nature of Cambridge Road varies along its length, in some locations being inappropriate for a 30mph limit and which is most likely the cause of speeding. Visibility to the speed limit terminal signs is good. Seven-day traffic count data show average and 85th percentile speeds in the more a-typical village setting where properties bound the road as 28.2mph and 31.3mph respectively. Where properties were fewer and/or set back from the road, average and 85th percentile speeds increased to 35.2mph and 39.3mph, above the NPCC enforcement threshold (35mph).

Yellow backed speed limit repeater signs and vehicle activated signs have already been installed, presumably in an attempt to reduce the speed of vehicles travelling through the village. It is also proposed to install a 40mph buffer at the southern end of the village this year (currently subject to CMA).

Drawings 6481.001 to 005 were produced by Stuart Michael Associates and have been reviewed against Essex's Speed Management Strategy.

General

Rumble strips – It is proposed to lay a series 3, 6 and 9 yellow bar markings, Dragon's teeth and buff surfacing with 30mph carriageway roundel on the approaches to and at the terminal signs. Forward visibility to the terminal signs is good therefore speeding would appear to be a bi-product of the road being straight, houses set back etc. Road users are seemingly understanding the reason for the limit rather than being unaware of the limit therefore the proposals are contrary to the advice given in Essex's Speed Management Strategy. The bar markings are not permitted in TSRGD & would constitute a maintenance liability in addition to setting precedent for other requests.

- Narrowing of the existing running lanes to 3.0m with a combination of build-outs with informal pedestrian crossing points and centre hatching including buff coloured surface infil. Coloured surfacing materials are costly and have poor longevity and are to only be used where the site is classified as a casualty reduction site in accordance with the Speed Management Strategy.

[160/2020]

- A single slight Personal Injury Collision was recorded in the latest 3 year period ending 30th September 2020 therefore use of coloured surfacing would not be appropriate. Three-metre wide running lanes are acceptable as traffic counts indicate HGVs account for only 1% of vehicles (approx. 10,000 AADT as of 2017). It is proposed to replace the centre line with hatching (minimum 800mm width) that would visually narrow the carriageway discouraging overtaking but will take away from the village feel. The carriageway is currently surface dressed therefore is likely to become damaged in removal of the markings. There are currently no planned carriageway surfacing works at this location.
- Use of buff colour surfacing as a gateway treatment in co-ordination with 30mph carriageway roundels and at two informal pedestrian crossing points. Again, this is a maintenance liability and is not permitted under Essex's Speed Management Strategy. There is no justification for highlighting the crossing point as it takes away the onus from the pedestrian on when it is safe to cross. Visibility from the two crossing points to oncoming vehicles is good and the carriageway at both locations was only 6.8m wide. The carriageway is 6.4m and 6.3m at the north and southern end village gateways respectively.

Site specific measures:-

1. Extension of the footway, build-outs and informal crossing point outside Red Brick Cottages.

A new section of footway has been recently constructed here but with a verge area between the carriageway and footway not as shown on the drawings. Underground utilities permitting, a return may be added including drop kerb. However, the carriageway measures only 6.1m at this location which would prevent construction of a pair of build-outs.

2. Widening of the footway outside the village hall.

The appendices from consultants report contains Essex highway boundary maps that have been overlaid on to the drawings. The condition of the existing path would merit full reconstruction as well as widening subject to the presence of any shallow underground utilities.

3. Construction of a pair of build-outs outside Rose Bush Cottage.

The carriageway is approximately 8.1m wide, therefore assuming a 6.0m carriageway would result in two 1m buildouts. There appears to be a highway drain on both sides of the road so additional gulleys are required up stream to remove surface water.

4. Construction of a traffic island within the proposed centre hatching outside Manor Stables.

[161/2020]

The carriageway is 7.2m wide leaving adequate space for a 1.2m traffic island assuming 3.0m running lanes. The proposed traffic island is approximately 60m from the nearest street light. A 1.2m island is insufficient for high mast signs therefore the only protection would be the hatching and smaller bollards on the island. There are no immediate concerns but obviously, the scheme would be subject to the Road Safety Audit process as part of the design. In addition, narrowing of the running lane to 3.0m would prevent agricultural vehicles from passing without over-running the footway.

5. Potential buildouts and drop kerb crossing between the two PRow footpaths.

The carriageway is 6.7m wide therefore buildouts would be approx. 350mm wide meaning that they would be more difficult to construct given their relatively small size and of little benefit. Drainage would need to be amended as before. The two PRow are unbound; there is a sharp incline at the start of the PRow on the eastern side of the carriageway.

6. Widening of the existing footway between The Old Barn and Norbury into the carriageway (6.0m wide over carriageway over approximately 150m).

A 6.0m wide road over 150m is not acceptable on a PR1 route. The proposal is feasible although it is noted that a number of properties have significantly encroached over the highway boundary to the rear of the existing footway.

7. Construction of a pair of build-outs outside The Norden.

The carriageway is 6.8m wide which would again result in two very narrow buildouts.

8. Construction of a pair of buildouts outside number 2 and conversion of part of the existing footway to create an off carriageway parking bay for residents.

Average & 85th percentile speeds were 28.2mph and 31.3mph at this location therefore compliance is much better. The majority properties appear to have no off street parking therefore currently park on the footway. A minimum footway of 1.3m and parking bay of 2.0m is achievable. There is evidence of highway drainage and Gigaclear. The Gigaclear asset is situated in the middle of the proposed bay and is likely to prohibit construction of a formal parking area.

Conclusions and recommendations

The majority of the route is far more akin to a 40mph speed limit which is reflected in the 7 day speed data and Community Speed Watch survey data. The 30mph limit is applicable by village status only and because the start of the 30mph are clear it would appear that road users do not understand the reasoning for the lower limit.

Proposed measures taken forward to design only:-

- Informal pedestrian crossing outside Reb Brick Cottage
- Addition repeaters in order to make speed limit legal, superfluous repeaters removed and order created if necessary
- Replace centre line with hatching where width permits to be undertaken as part of surfacing works
- Provision of buildout near Rose Bush Cottage
- Provision of traffic island outside Manor Stables
- Footway improvements but a minimum of 6.5m carriageway to be maintained
- Extension of parking bay into footway again allowing a minimum of 6.5m carriageway width

The recommendation therefore is that the proposal is progressed to the detailed design stage and should be taken forward to the Uttlesford Highways Panel when they meet in March to request funding for designing the measures that have been deemed viable.

Regards **Rissa Long | Highway Liaison Officer for Braintree, Harlow and Uttlesford**

Appendix 2 – Report from District Cllr Neil Hargreaves

Purchase of former banana ripening warehouse

UDC has bought a former banana ripening warehouse at Canfield by the A120. The owners went into insolvency in July and UDC will be using the building for overnight parking and work on their fleet of bin lorries. These are currently housed right in the centre of Dunmow, which is most unsuitable, and some at Shire Hill. Dunmow residents, Town Council and UDC have been seeking a solution for years and UDC has some reserves assembled to deal with it.

While the business closure is very unfortunate, this provides a replacement use and solves a problem. There are offices and other space at the site which UDC will be able to make good use of, and this will go some way to correct the north-south balance where pretty much all of UDC work was in Saffron Walden.

Neighbourhood Plan

Absolutely delighted that this was agreed by the Cabinet last month! They put it forward for referendum, but as these are not possible at present the national Neighbourhood Plan guidance was updated to immediately give such plans 'significant weight' in planning applications.

Policies HA1 and HA3 are the ones most likely to be of regular use. Anywhere outside of the development limits (See map 14 p94) is 'countryside'. In general most small applications will still get decided against the NPPF and the adopted 2005 Local Plan, but having a brand new Neighbourhood Plan, with revised development limits taken from the last draft Local Plan, prevents developers saying everything is out of date. The Conservation Area report being 2015 is also pretty new.

And if or when large scale applications are made, or indeed site allocations considered for the new Local Plan, then we can quote the Neighbourhood Plan as needed, including the extensive work done on site assessments. These are not in the body of the Plan, but in the plan evidence which is posted on the UDC website. The evidence carries weight as being in support of a 'made' Plan. Why it is referred to as made rather than 'adopted' remains a mystery.

[163/2020]

The Plan is a bit rough and ready looking compared with other ones. We have done it for speed in the absence of a Local plan, and this was commented on by Cllr John Evans at Cabinet (he has the planning portfolio and is working on Felsted NhP) as quicker than any others. Not that it feels like that. It is the text which counts, not the artworking.

Have a great Christmas! And I hope we can all look forward to 2021 being a tad better than 2020.
Neil Hargreaves

[164/2020]