



Elsenham Parish Council

Minutes of Parish Council Meeting held on

4 March 2019 at 8pm.

In the Memorial Hall

Present Elsenham Parish Council (EPC)	Mr. S Pimblett (Chairman SP), Mr. P Clear (PEC), Mrs. E Chong (EC), Mr. R Franklin (RF), Mrs. A Gleeson (AG), Mrs. M Jackson (MJ), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. J Minor (JM), Dr. G Mott (GM), Mrs. A Warwick (AW) and Mrs. L Johnson (Parish Clerk – LJ).	
Public:	11, plus Essex County Cllr. R Gooding (RG), District Cllr. P Lees (PL), District Cllr. G LeCount (GL).	
Apologies for absence	None.	
Minute no.	Item	Actions agreed
20377	Declarations of Interest	None
Meeting opened to public participation		
20378	There was great concern and anger regarding the amount of mud and speeding on Hall Road. The mud is either coming from lorries departing the Golf Club development or lorries going to or from the quarry. EPC have written explaining the dreadful conditions on Hall Road to, Essex Highways, Uttlesford Planning Enforcement and the Police. EPC have asked that action is taken before a serious accident happens.	
20379	Hall Road is to be closed from Monday 11 March 2019 for three days. Buses will be allowed through but no cars. This is for safety reasons as workman will be removing trees and vegetation near Abbotsford Bridge.	
20380	The Highway Rangers are to clear the vegetation along the Hall Road foot-path up to School Lane.	
30281	Belmer Road, Stansted between Burton End and Tye Green has been closed for over 5-weeks. Essex County Council allocated the original permit to Affinity Water on 31st January 2019, after the road had already been	PL and GL are going to ask to speak at a Highways Panel Meeting; this is a

	closed for several days for exploratory work. Residents have now been advised the work has not even begun, as Stansted Airport Authority would not release the schematics and plans for the location of their data cable, in the vicinity of Stansted Express Tunnel adjacent to Belmer Road.	Committee meeting where minutes are taken.
30282	The Stansted Library has been given a one-year reprieve. The library will remain open for one year, after which a review will take place on the usage.	
30283	Part of the David Wilson Homes (DWH) Section 106 agreement was to install traffic calming in Stansted Road. However, this only entailed, the erection of the Elsenham Village gate signs at the entrance of the village and painting extra 30mph signs on the road.	
Meeting closed to public participation		
20384	Actions from previous minutes. There were no actions carried over from the last meeting.	
20385	Minutes EPC considered the minutes of the meeting held on 4 th February 2019, and with the correction to minute 20340 to read '600 pages of supporting documents', approved the minutes.	Approved by EPC, signed by Chairman as a true and accurate record.
20386	District Councillors' report UDC has had major reductions in the funding received from central government. It is therefore vital to find other sources of funding. As part of the strategy, councillors at their 2019-20 budget setting meeting on 21 February 2019, agreed in principle to borrow £100m over three years to invest in commercial property. Of this, £20m would be allocated to further investment at Chesterford Research Park - in which the Council owns a 50% share and £80m allocated to other investments. At present, all investment is within the district boundary, although Councillors may be asked in the future to widen the area. PL said that UDC find themselves in a very difficult position, most Councillors do not have the experience with investing such large sums of money. In her opinion it would be best to employ an external committee to handle the investments. GL is to attend a meeting with Rissa Long from Highways on the 7 March 2019, GL will bring to her attention the flooding in the village. The proposal to Highways Panel to extend the footpath along Hall Road, has not been approved. The new draft Local Plan is now with the inspectors, a	

	<p>public meeting is to be held in July 2019. Henham Parish are currently producing a new information booklet. Elsenham Parish need to consider updating the 'Elsenham Information' booklet, that was produced in 2016.</p> <p>The Highway Rangers have cleared away, as much as they legally can, the encroaching vegetation on the path opposite Ambrose Corner.</p> <p>GL said that if R4U are elected at the local election in May 2019, the party will be re-opening all the libraries in Uttlesford that ECC are closing.</p>	
20387	<p>Planning Committee Minutes of meeting held 4 February 2019. EPC response to Sustainability Appraisal December 2018. EPC response to Statement of Community Involvement Consultation February 2019. Response to planning application UDT/19/0107/FUL Crossways, Station Road, Elsenham.</p> <p>UTT/19/0190/LB Replacement of front door and 2 front windows. 1 Wells Cottages, Robin Hood Road, Elsenham.</p> <p>UTT/19/0363/FUL Change of use from residential to takeaway. Elsenham Railway Station, New Road, Elsenham.</p> <p>Decisions made by Uttlesford District Council UTT/18/3240/HHF Erection of part single and part two storey rear extension and single storey lean-to side extension with open porch. 1 Mill Farm, Stansted Road, Elsenham. Approved.</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p> <p>The two-planning applications will be discussed at the next Planning Committee meeting.</p>
20388	<p>Housing Development in Elsenham Members of the EPC Planning Committee attended a meeting with Bovis Homes representatives. The Bovis Homes planning application on Land West of Hall Road, for 130 houses, 40% of which will be affordable housing plus a change of use on 0.4 hectare of land which is to be gifted to Elsenham Primary School, has now been submitted to Uttlesford District Council (UDC) but has not yet been validated. Members of EPC Planning Committee voiced their concerns regarding the parking for the nursery, and the primary school. A meeting also regarding the Bovis Homes planning application was held with Cllr. Ray Gooding and Andrew Long (ECC Customer Operations, Project Sponsor, Infrastructure Delivery Team).</p>	

	<p>The drop off and pick up point for the school which had been on the original plans was, in ECC view, no longer an option. The reasons ECC no longer wanted the school drop off point was to encourage parents to walk their children to the school rather than drive. There was also the problem as to who would be responsible for this area. EPC had pushed hard for the drop off point, which would alleviate some of the congestion on the High Street and side roads during the start and finish of the school day. When the plans for this area of land are submitted, EPC will then voice their concerns regarding the parking for the nursery, and Elsenham Primary School.</p> <p>UDC advised EPC that a meeting had taken place with DWH, Crest Nicholson (CN) and UDC Planning Officer regarding the ransom strips on the boundary of the playing field. At this meeting it was agreed the ransom strip would not be an issue to prevent the land being transferred to EPC. However, it has since come to light that Mr. Owen who represented CN, was completely unaware of the existence of the ransom strips bordering the Playing Field and was talking about the ransom strips along the entrance to the playing field, EPC already have the rights over this land. Another meeting at UDC is now planned for 15 March 2019, this time EPC are invited to attend, so hopefully, all parties will be discussing the same ransom strips.</p> <p>An email had been received from Emma Barry asking if EPC would be happy to accept the Hailes Wood play area one-year after UDC have issued a letter of satisfactory completion. It was agreed that EPC would in principle accept ownership of the Hailes Wood play area, on the proviso that the play equipment was fit for purpose and had passed a full RoSPA inspection. There were still two outstanding landscaping issues on the Hailes Wood development that have not been signed off by UDC.</p>	
<p>20389</p>	<p>Playing Field Committee – Mr. P Clear Minutes of the meeting held 11 February 2019. Work had begun on installing the CCTV in the playing field. A meeting is required to discuss the management policy. Arrangements have been made to move the Football Club’s green container in the top car park by 90 degrees and to the edge of the basket ball court. The reason being, is that at present there is a blind spot which would not be covered by the CCTV cameras. It had been agreed at the recent Playing Field</p>	<p>Noted.</p>

	Committee meeting, that the playing field boundary should be defined along the back of the tennis courts. Depending on what is installed by the developer of the adjacent property, would determine the height of this boundary fence.			
20390	Rights of Way and Open Spaces Committee Tree Warden's Report Uppercut Trees had completed their work in the Spinney. A working party is to be held on Wednesday 6 March in the Spinney. It will be led by members of the Elsenham Rights of Way and Open Spaces; all volunteers are most welcome.			Noted.
20391	Finance Committee The following cheques and payments required for approval.			All cheques and payments approved for signing.
	100313	RUH	£7.00	
	BACS	M Burke Landscaping	£201.50	
	BACS x 2	Wages	£2,176.28	
	BACS	Uppercut Trees	£1,200.00	
	BACS	Belton's Gardening	£748.50	
	BACS	M D Landscapes	£823.99	
	BACS	Netwise	£959.00	
	BACS	3G Mobile	£21.34	
	BACS	M D Landscapes	£444.00	
	BACS	Affinity Water	£19.93	
	BACS	Belton's Gardening	£170.00	
	BACS	P Clear	£80.96	
	BACS	MD Landscapes	£823.99	
20392	A summary of receipts and payments. Essex Police had informed EPC that there would be a delay assigning a PCSO to Elsenham. The £5,000 that had been budgeted for the PCSO, can now be allocated for other projects.			Noted.
20393	County Councillor's report RG reported that he had not yet arranged a meeting with Kevin Bentley and Andrew Cook at Essex Highways, to discuss the flooding in the village, as the earliest meeting available was in May 2019, he was therefore waiting for a cancellation. It was agreed by members that they would rather RG arrange a meeting in May, and then, if a cancellation become available, the May meeting could be cancelled. ECC have increased their council tax for 2019/20 by 3.99%, which is the maximum that they are allowed,			

	<p>plus 1% extra for social care. One million has been earmarked for adults and children with special needs and £500,000 for gang related crimes.</p> <p>A play showing the dangers to children being targeted by drug gangs has been shown in many schools in the area. RG hopes to arrange for the play to be shown to Councils.</p> <p>RG asked for all the details on the road closure in Tye Green to be sent to him, he would then investigate as to why this road has been closed for so long and try to get things progressing.</p> <p>An extraordinary meeting to discuss the library strategy is to take place on Tuesday 12 March 2019. AG had received an email from RG saying that he did not agree with the meeting being called as it “will probably cost in excess of £15,000”, when asked why it would cost so much, RG replied, that it would involve 75 officers, so the cost would go towards wages, traveling money, administration and venue.</p> <p>PJ informed RG that there had been some drain clearance in Station Road, but only from Orchard Crescent to the Station, the machinery had then become too full to continue.</p>	
<p>20394</p>	<p>Clerk’s Report Proposal, EPC spend up to £50 on new winter and summer HV jackets for the village litter picker.</p> <p>The village Litter Picker is currently incorporating the trim trail on Elsenham Vale as part of her litter picking duties, it was agreed that this should be left to the Management Company until it is transferred to EPC.</p> <p>Proposal, EPC defer instructing their solicitors to write a letter to Essex Highways, regarding the state of the drains in the village, until after the meeting with Highways.</p> <p>It was agreed that LJ would start to collate all the information on the drains in the village, ready to send to Nockolds Solicitors if required.</p> <p>It was agreed that LJ would ask the present grass cutting contractor, if they would add the grass verge on the right-hand side as you enter the village from Stansted, plus around the Pump House in the High Street to their grass cutting contract.</p>	<p>MJ proposed, RF seconded, the vote was carried unanimously.</p> <p>MJ proposed, PJ seconded, the vote was carried by 9 in favour 2 against.</p> <p>LJ to add to next month’s agenda</p>

	<p>It was agreed that LJ would add to her monthly Elsenham News report, an article asking all residents to be aware of their boundary hedges encroaching onto the pavements and the problems this can cause for pedestrians, especially for the disabled and people with buggies.</p> <p>The Annual Parish Council meeting is to be held on Thursday 7 March 2019, 8pm in the Memorial Hall.</p> <p>Proposal, EPC renew their membership to Essex Playing Fields at a fee of £30, plus an extra £10 to enter the 'best playing field' competition.</p> <p>LJ now had the nomination packs for the Parish Council Elections. Any person wishing to stand as a Parish Councillor may collect a pack from LJ. Completed nominations have to be delivered by hand to the committee room in the Uttlesford Council Offices, between 9.30am and 4pm from Monday 25 March to Wednesday 3 April 2019.</p> <p>LJ asked if EROWOS would consider at their next committee meeting, of possibly erecting a sign stating the rules for the Spinney.</p>	<p>PEC proposed, FL seconded, the vote was carried unanimously.</p>
20395	<p>Flowerbed Committee Minutes of the meeting held on 13 February 2019.</p> <p>Proposal, EPC agree that the Flowerbed Committee tender for a three-year maintenance contract, commencing 1 May 2019 and ending 30 April 2022.</p> <p>LJ informed the meeting that 6 tenders had been sent out.</p>	<p>Noted.</p> <p>MJ proposed, PJ seconded, the vote was carried unanimously.</p> <p>LJ to send JM a copy of the contract.</p>
20396	<p>Transport RF has placed his phone number in the bus shelters, this is for use by the public to report buses either late or non-arrival. A transport meeting is being held on Wednesday 26 June 2019.</p>	
20397	<p>Communication Committee Minutes of the meeting held 6 February 2019. The Communication Committee have held their first meeting. The invoice for the new website has been paid. A site map for the website had been circulated with some good feedback. It was the intention of the Communication Committee to meet with all the other committees to discuss what information should be displayed on the website for their committee.</p>	<p>Noted.</p>

	The Communication Committee intentions are to use Facebook as a method of communicating with the community, however, they have registered with Instagram and Twitter defensively. Proposal , EPC adopts the Communication Committee Terms of Reference, with the amendment to 3) a, deleting 'at times dependent upon formal complaints being received by the Council or its Clerk'.	AW proposed, AG seconded, the vote was carried unanimously.
20398	Great British Spring Clean Elsenham are to hold the village spring clean on Sunday 24 March 2019. There will be two sessions 10 – 12pm and 2 – 4pm. All volunteers are to meet in the Spinney.	LJ to provide the red sacks.
20399	Allotment Policies Proposal , EPC adopt the revised Allotment Garden Management Policy & Procedures and the revised Allotment Garden Condition of use & Tenancy agreement.	PJ proposed, PEC seconded, the vote was carried unanimously.
Correspondence Received		
20400	Highways Highlights bulletin	
20401	Mud on Hall Road, Elsenham Golf and Leisure Ltd, Hall Road, Elsenham.	
20402	Police Report 3 February 2019	
20403	Police Report 8 February 2019	
20404	New Funded PCSO	
20405	Police Report 11 February 2019	
20406	The Great British Spring Clean	
20407	Essex Police Satisfaction Survey	
20408	Letter to Hailes Wood Management Company	
20409	Police Report 25 February 2019	
20410	Spinney Working Party is on Wednesday 6th March 2019	
Meeting opened to public participation		
20411	A resident stated that over the coming years that EPC would be taking on more and more responsibility, the play areas, open spaces and whatever ECC devolves to EPC, how are EPC going to cope. PJ said EPC have many committees and work groups, and there may be a time in the future when more Councillors would be required.	
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
20412	Letter to solicitors.	LJ to add items to next meeting's agenda.
Meeting closed at 10.30pm, the next Parish Council Meeting will be held on 1 April 2019 at 8.00pm in the Memorial Hall		

