



Elsenham Parish Council

Minutes of Parish Council Meeting held on

7 January 2019 at 8pm.

In the Memorial Hall

Present Elsenham Parish Council (EPC):	Mr. P Clear (Acting Chairman 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:	3, plus District Cllr. P Lees (PL).	
Apologies for absence	Mr. S Pimblett (SP).	
Minute no.	Item	Actions agreed
20310	Declarations of Interest;	None
Meeting opened to public participation		
20311	The new streetlights installed by Highways in Stansted Road and by the mini roundabout are staying on all night.	LJ to ask Highways if they can be turned off around 11-12pm, and to ask what Highways policy is concerning the timings on streetlights.
Meeting closed to public participation		
20312	<p>Actions from previous minutes. A letter of support has been sent to the Stansted and Elsenham Hall Cricket Club.</p> <p>Reports have been sent to Highways regarding, changing the sign from Recreational Ground to Playing Field, the damaged finger post by the Crown Pub and the missing sign to Elsenham via Pound Lane.</p> <p>The sight manager at David Wilson Homes (DWH), had stated that until the streetlights on the development are adopted by Highways, the timing as to when the</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted.</p>

	<p>lights are turned on and off cannot be modified as they are all programmed remotely.</p> <p>Research on the Enchanted Cinema had established that this would not be just a case of allowing the company to use the playing field, EPC would have to hire the company and be responsible for the selling of tickets.</p> <p>Further research is required regarding recording the air pollution in Elsenham. There are a lot of procedures that had to be meticulously followed and recordings would have to be taken over a period of at least one year.</p> <p>BT had stated that one of the reasons EPC could not adopt the telephone box on the corner of New Road and Station Road, was UDC response to a consultation in 2016, when the council refused to allow any of the new telephone boxes to be adopted. LJ contacted UDC and asked if they would re-consider their decision. UDC sent a letter of support for the adoption, which LJ forwarded on to BT. BT has now agreed that in the light of this letter EPC can now adopt the telephone box for £1.</p> <p>AG had circulated a draft response to the library consultation, all Councillors agreed the letter could be sent off. Elsenham News are going to run an article encouraging people to complete the consultation. AG had been invited to join a newly formed library working group of Stansted Parish Council which is meeting on 15th January 2019.</p>	<p>Noted.</p> <p>Noted.</p> <p>LJ to fill out and return the adoption form.</p> <p>Noted.</p>
20313	<p>Minutes Council considered the minutes of the meeting held on 3 December 2018.</p>	<p>Approved by EPC, signed by Chairman as a true and accurate record.</p>
20314	<p>District Councillors' report EPC are extremely dissatisfied with the present UDC's policy regarding new litter and dog waste bins. Elsenham Village has increased by around 50%, UDC are receiving the extra council tax from the residents of the new housing and yet refuse to carry out a fundamental duty of emptying any extra bins. If EPC move waste bins or buy new bins to accommodate the extra housing, UDC will expect EPC to pay a person to empty these bins and place the contents in a location ready for the refuse collectors to pick up. It would be far more cost effective if the whole procedure was carried out by UDC.</p>	<p>PL agreed to bring this to UDC attention.</p>

	<p>However, this makes UDC look efficient, as they are not having to increase their refuse collection budget, but it is the tax payer that ultimately loses out by having to pay extra.</p> <p>PL confirmed that Elsenham Vale is not a private road and therefore all residents are welcome.</p>	
20315	<p>Planning Committee</p> <p>UTT/18/3240/HHF Erection of a two-part storey rear extension and single storey lean-to side extension with open porch. 1 Mill Farm Cottage, Stansted Road, Elsenham.</p> <p>UTT/18/2692/LB & UTT/18/2639/FUL Conversion of barn to form a single-family dwelling. Barn at Motts Hall, Green Street.</p> <p>UTT/18/3174/FUL Section 73A retrospective application for temporary change of use from builder's yard, ménage and 12 commercial units with parking, to airport passenger parking. Home Farmhouse, Gaunts End.</p> <p>UTT/18/3370 - Outline planning application for demolition of building and erection of up to 9 new dwellings. Land South of the Farmhouse, Old Mead Road.</p> <p>UTT/18/3479/FUL Demolition of garage and proposed new dwelling, including parking and alterations to vehicular access. 3 Stansted Road, Elsenham.</p> <p>Decisions made by Uttlesford District Council</p> <p>UTT/18/246/HHF Proposed demolition of existing conservatory and erection of a single storey rear extension. 6 Leigh Drive, Elsenham.</p> <p>UTT/18/2091/HHF Section 73A retrospective application for a single storey rear extension and alterations to external windows. 3 Orchard Crescent, Elsenham.</p> <p>Enforcement Notice 51 Hailes Wood, Elsenham. An investigation has found that there was no breach in planning control; however, in respect of draining pond into storm drain this matter has been referred to Environment agency (incident number 1668498) and in addition the alleged destroying of wildlife habitat has also been referred to the local police. Therefore, in</p>	<p>No Comment.</p> <p>The following planning applications will be discussed at the Planning Committee meeting on 9 January 2019.</p> <p>Approved.</p> <p>Approved.</p>

	terms of planning control no further action will now be taken.			
20316	<p>New Developments in Elsenham RF voiced the concerns of some residents regarding the knee-high fence around the balancing pond. It was felt that this was not satisfactory and posed a health and safety issue. PJ said that at a recent meeting with DWH, the site manager had informed members that they were currently waiting for a ROSPA report to give them guidance on safety issues. There was also concern about the position of a drop kerb in Isabel Drive, when crossing the road at this point there was limited visibility of any oncoming traffic; GM pointed out that this was the narrowest part of the road and was probably the reason why it had been placed there.</p>			LJ to contact DWH to ask if the ROSPA report is to cover the safety of the balancing pond and to ask for a copy of the report for our records.
20317	<p>Housing Development in Elsenham Bovis have not submitted their planning application yet, this may be because of the non-agreement on the transfer land to ECC for the drop off and pick-up point.</p>			LJ to write to Cllr. Ray Gooding regarding an update on this situation.
20318	<p>Playing Field Committee UDC had refused the CCTV planning application, stating they need additional information. LJ and PL are currently trying to establish exactly what information is required.</p> <p>Earthworms have been unable to carry out any annual maintenance this financial year due to the weather.</p> <p>A bin to store the waste bags is still required in the top car park of the playing field.</p>			<p>PEC to check if any maintenance is due to be carried out before the end of March 2019.</p> <p>LJ to add to next month's agenda.</p>
20319	<p>Rights of Way and Open Spaces Committee Tree Warden's report. The Boxing Day walk had been a success despite the mud. 51 people plus dogs turned up to complete the two-hour walk. The original route had to be changed as it had become very slippery and was therefore too dangerous. 2 co-opted members have recently resigned from EROWOS, leaving only 6 people in the committee, there had originally been 10 members.</p>			Noted.
20320	<p>Finance Committee The following cheques and payments required for approval.</p>			All cheques and payments approved for signing.
	BACS	M D Landscapes Ltd	£823.99	
	BACS	Campaign to Protect Rural England	£75.00	
	BACS x 2	Wages	£2176.28	
	BACS	HM Revenue	£1405.80	

	BACS	L Johnson	£100.00	
	BACS	Mick Burke Landscaping	£201.50	
	BACS	G Mott	£37.60	
	BACS	M D landscapes	£823.99	
	BACS	Belton's Gardening	£170.00	
	BACS	3G mobile	£21.34	
20321	<p>A summary of receipts and payments. The Finance Committee had agreed that to accommodate all the budgets required for 2019/20 EPC would have to ask for a precept of £76,000, this is an increase of £6,000 but with the extra housing the percentage per D household calculates at a 2.6% increase. Proposal, EPC ask for a precept of £76,000 for the financial year 2019/20.</p> <p>PEC and LJ signed the 'Precept Upon Charging Authority' form.</p> <p>GM had recently attended a Finance Course at Bury St. Edmunds run by the Local Council Public Advisory Service (LCPAS). The course had been very informative and well administered. LCPAS is a very small operation with only about 3 people, and limited office space but overall GM was very impressed, especially with Jayne Cole, Chief Executive Officer, who was very knowledgeable. It was agreed that GM would send Jayne Cole EPC budgets for 2019/20 for her advice on how much reserves EPC should be holding.</p>			<p>Noted.</p> <p>PJ proposed, AG seconded, the vote was carried unanimously.</p>
20322	<p>Clerk's Report The date of the Annual Parish meeting has been changed from the 25 April to 7 March 2019, this is due to purdah. EPC's Litter Picker forwarded her thanks for the Christmas Voucher and wished all Councillors a Happy New Year.</p> <p>EPC had donated £200 to Options Hair Salon to go towards the village Christmas Tree, which each year they kindly arrange. This year Options Hair Salon have decided not to put the £200 towards the tree but to donate it to Elsenham's Community Café.</p> <p>UDC are holding a 'Be a Councillor' event on Monday 21 January from 7.30pm. The event is an opportunity for anyone considering standing as a District or Parish Councillor.</p>			

	UDC are holding a briefing for Parish Clerks, in relation to the May parish elections, on Wednesday 27 February at 7.30pm. Parish Clerk's will also be able to collect nominations packs. LJ, MJ and GM are to attend.	
20323	<p>Flowerbed Committee The second Tommy is now standing in the Memorial Garden, a thank you to Allan Hathaway who constructed and installed it. The Flowerbed Committee are to decide on the best position within the garden, for the Tommies to stand. PEC said the plants at the entrance to the village by the motorway bridge are beginning to cover up the 'Drive Slowly' Elsenham sign.</p>	MJ to inspect and the Flowerbed Committee to take any necessary action.
20324	<p>Transport RF and AW had been invited to complete a transport questionnaire, but as it was concerning night buses, which Elsenham do not have, it was irrelevant. Road closures continue to disrupt the service. There had been a couple of mechanical problems with the buses which has caused cancellations, RF expressed to the bus company that if the buses are unreliable, people will stop using them.</p>	
20325	<p>New EPC Website EPC's current website requires updating, it is not user friendly, not visible and not interactive. Research had been carried out on Parish Council Transparency Compliant Website, the benefits to the Council would be; easy to update, .gov.uk emails, compliant with data protection laws, no software installed on personal devices, two-way communication. The benefits for the community are; visually appealing, assurance from the .gov.uk domain, accessible on mobile devices, links in to other online platforms, invites two-way communication. Cost for the new website is £599 for the build, £300 per year for hosting and maintenance and £200 every other year for .gov.uk domain registration. To involve the community, it was decided to hold a competition asking residents to send in their photographs of the village, the winning photograph would be used on the websites home page.</p> <p>Proposal, EPC establish a Communication Committee to set up and manage the EPC website, members to be AW, AG and EC.</p> <p>Proposal, the Communication Committee is allocated funds of £1,100, to establish and maintain the new EPC website.</p>	<p>EPC proposed, JM seconded, the vote was carried unanimously.</p> <p>PJ proposed, PEC seconded, the vote was carried unanimously.</p>

20326	Volunteer Evening The volunteer evening was a great success and was extremely well attended, with lots of good feedback from people having enjoyed the evening. MJ thanked all the Councillors that had attended; it had been a wonderful community evening and certainly something to think about doing again this year.	
Correspondence Received		
20327	Police Report 3 December 2018	
20328	May 2019 Local Government elections	
20329	Police Report 10 December 2018	
20330	Update from Uttlesford Citizen Advice	
20331	Police Report 17 December 2018	
20332	Highways Highlights 19 December 2018	
Meeting opened to public participation		
20333	It was asked how the precept is calculated. UDC send round a ready reckoner, which illustrates the current year (2018/19) precept figure and gives details of the 2018/19 and 2019/20 tax base, once the required precept for the next year is entered, the ready reckoner calculates the % increase and band D equivalent for 2019/20.	
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
20334	Closure of Abbotsford Bridge – write to the police and Highways. PCSO. Winner of the website competition.	LJ to add items to next meeting's agenda.
In accordance with section 1 of the Public Bodies (admissions to meeting) Act 1960, the public and press will be excluded from the remainder of the meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.		
20335	Work in the Spinney After discussion the following proposal was made Proposal , EPC accept Uppercut Trees quote to carry out the work in the Spinney. It was decided not to proceed with the quotes for the cemetery or the oak tree on De Mandeville at this time. If Committees are arranging quotes, a specification of the work to be carried out must be produced for reference and clarification.	GM proposed, PEC seconded, the vote was carried unanimously. LJ to ask Highway Rangers to carry out the tree work by Hunters Court.
Meeting closed at 10.25pm the next Parish Council Meeting will be held on 4 February 2019 at 8.00pm in the Memorial Hall		

