



Elsenham Parish Council

Minutes of Parish Council Meeting held on 5 March 2018

Present Elsenham Parish Council (EPC):	Mr. S Pimblett (Chairman SP), Mr. P Clear (PEC), Mr. C Dunn (CD), 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), Mr. B Smith (BS) and Mrs. L Johnson (Parish Clerk – LJ).	
Public:	6, plus Essex County Cllr. R Gooding (RG), District Cllr. P Lees (PL) and District Cllr. G LeCount.	
Apologies	None.	
Minute no.	Item	Actions agreed
20932	Declarations of Interest;	
20933	<p>Mr. Martin Brown from the ‘delivery team’ at Essex County Council, gave a short talk on the plans for how the construction work is to be carried out on the extension at Elsenham Primary School.</p> <p>The contractor is Kier, they will commence in April 2018 and finish in the summer 2019. There are several problems that need to be addressed before work commences, but mainly parking and access.</p> <p>Kier have been asked to produce an Inspection Management Plan.</p> <p>There will be no construction or delivery vehicles entering or leaving the school grounds during the school’s drop off and pick up times.</p> <p>Highways are placing an enforcement order of ‘No Parking’ in the High Street, and the Zebra Crossing is being moved.</p> <p>The Council pointed out that it was unrealistic to think that the construction vehicles could park at the Church, this is a very narrow lane with no turning room.</p> <p>It was suggested that Kier arrange for their contact details to be given to the Parish Clerk.</p>	
Meeting opened to public participation		

20934	<p>Mr. Gary Bentley had asked Uttelsford District Council (UDC), through the Freedom of Information Act, out of the 12,500 homes being built in Uttlesford, how many warden assisted flats for the elderly are being built. UDC answered that there were no flats for the elderly, only bungalows which can be purchased by anyone. Mr. Bentley said that this was discrimination. Mr. Bentley had also written to our MP Mrs. Kemi Badenoch three times, but had received no reply.</p>	
Meeting closed to public participation		
20935	<p>Actions from previous minutes Letter sent to Crest Nicholson Development, regarding debris. Blocked drains in Station Road, reported to Highways. MAG report sent to Cllr. LeCount. To cancel the contract for the clothes bank must remain at 6 months. Code of Conduct circulated, and Simon Pugh informed. Fly-tipping details sent to Cllr. LeCount. Hawthorn at Alsa Gardens, reported to Highways Rangers. Letter sent to Ms. Taylor regarding Hunters Court. Hedges along Hall Road, reported to Highways Rangers. Quotes arranged for the Elsenham Cemetery. Letter sent to DWH regarding the fence along the public footpath.</p>	<p>Noted.</p> <p>Under Playing field report.</p>
20936	<p>Minutes Council considered the minutes of the meeting held on 5 February 2018.</p>	<p>Approved by EPC, signed by Chairman as a true and accurate record.</p>
20937	<p>Essex County Councillor's report RG is still to arrange a Quarry Liaison Group meeting, with ECC Highways, EPC and Brett's. A meeting is being held on 20 March 2018 with Highway Officers, Education Officers and Fairfield to assess the Fairfield planning application. RF asked if New Road could be added to the roads that are gritted, this is a major road in and out of the village and services many houses, yet it is never gritted.</p>	<p>RG to investigate this.</p>
20938	<p>District Councillors report PL said the salt for gritting the paths in the village had been a remarkable success, there were only ten bags left. The snow had caused some disruption for bin collection. Four additional crews were working to clear the backlog. In UDC's 5 year financial plan, the budget for waste collection was not being increased; PL is to question this. The request for extra dog bins in the village has always been refused, as UDC will not take on the responsibility of emptying them. However, dog waste may be put into</p>	

	<p>the normal waste bins, so anywhere there is a dog and waste bin together, the dog bin could be re-sited.</p> <p>There are to be three Local Plan meetings in the next three months, with the adoption of the new Local Plan in June 2018.</p> <p>UDC are running a workshop in March 2018 on how they can help local people.</p>	
20939	<p>Planning Committee</p> <p>Minutes of the meeting held on 5 February 2018.</p> <p>Minutes of the meeting held on 19 February 2018.</p>	<p>Noted.</p> <p>Noted.</p>
i.	<p>UTT/16/1861/DFO Details following outline application UTT/13/0177/OP, for the erection of 116 new build dwellings including 47 affordable dwellings, open space, play areas, land for educational use and other ancillary works. Details of appearance, landscaping, layout and scale. Land West of Hall Road.</p>	<p>A response to be agreed at the next Planning Committee meeting.</p>
ii.	<p>UTT/18/0159/FUL Section 73A retrospective application for storage container for agricultural use. Land at New Farm, Stansted Road, Elsenham.</p>	<p>No Comment.</p> <p>This application is in Stansted; however, it is very close to the Elsenham boarder and affects Elsenham more than Stansted.</p>
iii	<p>UTT/18/0460/FUL - Airfield works comprising two new taxiway links to the existing runway (a Rapid Access Taxiway and a Rapid Exit Taxiway), six additional remote aircraft stands (adjacent Yankee taxiway); and three additional aircraft stands (extension of the Echo Apron) to enable combined airfield operations of 274,000 aircraft movements and a throughput of 43 million terminal passengers, in a 12-month calendar period.</p> <p>Consultation period expires 3 April 2018.</p> <p>Decisions made by Uttlesford District Council</p>	<p>A response to be agreed at the next Planning Committee meeting.</p>
iv.	<p>UTT/17/3385/HHF Erection of first floor side extension with carport below and raising of existing rear extension roof to form additional bedroom. The Villa, High Street, Elsenham.</p>	<p>Approved.</p>
v.	<p>UTT/17/3039/HHF Side and front extensions to detached double garage. Conversion of detached double garage to habitable accommodation. Raising roof of garage to accommodate new master bedroom suite at first floor level accessed via a new two storey glazed link across the rear elevation of the existing dwelling.</p>	<p>Refused.</p>

vi.	<p>Insertion of two new windows to rear elevation of existing dwelling. 1 Orchard Crescent, Elsenham.</p> <p>UTT/17/3513/HHF New Porch to front of house. 1 Lankester Close, Elsenham.</p>	Approved.
20940	<p>Housing Development in Elsenham</p> <p>Community Building Land PJ and GM had a meeting with Nigel Brown from UDC. At the time of the meeting Nigel Brown had still not approached Crest Nicholson regarding the ransom-strips. However, Nigel Brown was confident that UDC would be able to resolve the situation. A deadline for the meeting by the end of May 2018 was agreed.</p> <p>Bovis Homes Planning Appeal The Bovis Homes planning appeal is scheduled for 27 March 2018. The hearing is to be a more informal approach. A UDC Planning Officer will be present, which suggests UDC will be defending their earlier decisions. EPC had informed UDC that their planning portal contained only part of the officer's report, and asked for a full copy, which UDC have now supplied. This will help determine whether EPC wishes to formulate a further response to the Inspector, ahead of the hearing.</p> <p>PL, GL and RG left the meeting.</p> <p>Fairfield – Proposed 350-Homes Development The proposed 'Joint Parish Council Steering Group' (JPCSG), meeting with Essex Highways had been postponed. The meeting is to be re-scheduled, GM will attend.</p> <p>DWH Development (Kingswood Place) – New Streets Naming & Numbering DWH have suggested some names for the new streets on their development. EPC however, would like to continue using the names of the men from Elsenham that lost their lives in conflict. It was agreed to put forward as the names for the new streets on the Nursery development, Oak Drive, Hawthorn Close, Ash Close and Maple Close. These are the names of the many trees that have been cut down, in order for this development to proceed.</p>	PEC to send the names to LJ.
20941	<p>Building Sites off Stansted Road The three large housing developments on Stansted Road are having a very detrimental effect on the road surface</p>	JM to arrange a meeting with the Highways local surveyor

	<p>and footpaths. It is hoped that the cost to rectify it, will be paid by the developers and not the rate payers.</p> <p>All three developments have wheel washers, but these make the mud flow from the sites onto the paths and road. Most of the drains are blocked due to the mud, there are lots of deep pot holes, the GPO drain cover needs to be replaced again and the pavements all need sweeping.</p> <p>Isabel Drive pavement on DWH site is not flush, making a trip hazard.</p> <p>The vehicles driving onto the Nursery site have to drive over the pavement which is now breaking up.</p>		<p>LJ to write to DWH.</p> <p>LJ to write to the Nursey development.</p>	
20942	<p>Playing Field Committee</p> <p>Minutes of the meeting held on 22 February 2018.</p> <p>It was agreed not to proceed with a clothes bank in the village, however, EPC will donate to Essex Air Ambulance.</p> <p>The basketball court drain is to be installed, hopefully within the next few weeks.</p> <p>Quotes were being obtained for the CCTV in the playing fields.</p> <p>A resident in Station Road has installed a gate, from his garden leading onto the playing field. This is an illegal access as the land is owned by EPC.</p>		<p>Noted.</p>	
20943	<p>Rights of Way and Open Spaces Committee</p> <p>Tree Warden's report.</p> <p>Thank you to all the volunteers and EROWOS members that helped with the annual work on the Spinney.</p> <p>Network Rail have closed the footpath at Tye Green. It is unclear why this has been done, as ECC have not received an application for a closure.</p>		<p>Noted.</p>	
20944	<p>Finance Committee</p> <p>The following cheques and payments required for approval.</p> <p>SP declared an interest on payment to Tye Green Services due to this being his company</p>		<p>All cheques and payments approved for signing.</p>	
	BACS	EALC	£80.00	
	BACS	LCPAS	£100.00	
	BACS	3G Mobile	£20.52	
	BACS	Affinity Water	£22.07	
	BACS	Tye Green Services	£394.56	
	100297	Amenity Services	£150.00	
	BACS	Wages x 3	£1,749.65	
	BACS	Hedges Direct	£64.50	
	BACS	Essex Wildlife Trust	£300.00	
	BACS	M Burke Landscaping	£201.50	
	BACS	Belton's Gardening	£133.00	
	BACS	Hp Instant Ink	£25.99	
20945	A summary of receipts and payments. Circulated.			<p>Noted.</p>

	CD reported that due to the adverse weather conditions, the spring clean litter picking day had been re-arranged for Saturday 7 April 2018.	
20946	Police Community Support Officer (PCSO) EPC has agreed to pay 25% (£5,000), towards the funding of a PCSO, with Stansted Parish Council funding the remaining 75%. However, Henham Parish Council are to discuss at their next Parish Council meeting, whether they would like to pay a percentage to the cost; which would make the PCSO's time split between the three parishes.	
20947	Clerk's Report Proposal , EPC renew their membership to Records of Uttlesford History at an annual fee of £5 plus a donation of £10. Proposal , EPC pay a donation to the Poppy Appeal of £100. Proposal , EPC renew their membership to Essex Playing Field at an annual fee of £30. It was agreed to renew this membership at the next Parish Council meeting which would be the beginning of the new financial year Proposal , EPC give permission for the Neighbourhood Watch to purchase 4 signs for the new areas in the village, at a cost of £30 each. There has been considerable damage caused to the village green at Green Tye. The damage was caused by 'Brain Palmer Haulage' when one of their lorries delivering fertilizer to Tye Green Farm drove haphazardly on the green. The Haulage company have agreed to give a donation to EPC.	JM proposed, CD seconded, the vote was carried unanimously. PJ proposed, MJ seconded, the vote was carried unanimously. FL proposed, PEC seconded, the vote was carried unanimously. LJ to arrange quotations.
20948	Committees Terms of Reference and related documents. The Terms of reference for each committee should be ready for members to comment on at the next Parish Council meeting. However, while reviewing the Terms of Reference it has brought to light three other documents that the EPC should hold; Employee Grievance Policy and Procedures. Employee Disciplinary Policy and Procedures. Complaints Policy and Procedures. These three new documents are currently at the draft stage.	
20949	Flowerbed Committee Minutes of the meeting held on 20 February 2018.	Noted.

	Proposal , EPC authorize the Flowerbed Committee's detailed budget spend for 2018/19.	BS proposed, CD seconded, the vote was carried unanimously. This is now a working document.
20950	Transport RF will be attending a Transport meeting on Thursday 8 March 2018, where he hopes members of Essex Transport and Trusty Bus will be present.	
Correspondence Received		
20951	EALC E Bulletin 29 January 2018	
20952	Police Report 5 February 2018	
20953	Local Councils' Liaison Forum agenda 13 February 2018	
20954	Making the Link February 2018	
20955	EALC E Bulletin 5 February 2018	
20956	Police Report 12 February 2018	
20957	Public Consultation on the A127	
20958	EALC E Bulletin 12 February 2018	
20959	Police Report 19 February 2018	
20960	EALC E Bulletin 19 February 2018	
20961	Letter from Citizen Advice	
20962	Enforcement, untidy land/vehicles	
20963	Libraries Engagement	
20964	Police Report 26 February 2018	
20965	Planning application - Broxted	To be added to the Planning Committee's agenda.
Meeting opened to public participation		
20966	Allan Hathaway brought to the attention of the Parish Council that if the gate allowing direct access onto Parish Council's land went unchallenged, it could cause problems in the future, such as becoming a legal right of way. Proposal , EPC take advice from their solicitors.	PJ proposed, JM seconded, the vote was carried unanimously. LJ to contact Nockolds
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
20967	Terms of reference. Membership to The Essex Playing Fields	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		
20968	Quotations for work to be carried out in the	

	cemetery. It was agreed to accept Amenity Services quotes for cutting the hedges and to pollard the ash tree in the Elsenham Cemetery.	
20969	PJ gave a report on the Local Councils' Liaison Forum which was held on Tuesday 13 February 2018.	
20970	CD said that it was with regret, but for personal reasons he would be resigning from the Parish Council. SP thanked him for his work and dedication whilst being a Councillor, and said he would be sorely missed.	
Meeting closed at 22.25pm the next Parish Council Meeting will be held on 9 April 2018 at 8.00pm in the Memorial Hall		