



Elsenham Parish Council

Minutes of Parish Council Meeting held on 5 November 2018 at 8pm.

Present Elsenham Parish Council (EPC):	Mr. S Pimblett (Chairman SP), Mr. P Clear (Vice-Chairman PEC), Mrs. E Chong (EC), Mr. R Franklin (RF), Mrs. A Gleeson (AG), Mrs. M Jackson (MJ), Mr. P Johnson (PJ), Mr. J Minor (JM), Dr. G Mott (GM), Mrs. A Warwick (AW) and Mrs. L Johnson (Parish Clerk LJ).	
Public:	11, plus District Cllr. P Lees (PL) and District Cllr. G LeCount (GL).	
Apologies for absence	Essex County Cllr. R Gooding (RG).	
Minute no.	Item	Actions agreed
20228	Declarations of Interest; RF declared and interest on item 17 on the agenda, as he is a member of the Elsenham History Society. SP declared and interest on item 11 on the agenda, as he is a director of Tye Green Services.	
Meeting opened to public participation		
20229	Mr. Ray Woodcock gave a short presentation on the Stansted Airport Planning Application and asked that all Councillors and public register as individuals and make objections against this application. Some members of the public said they supported the expansion of Stansted Airport.	
20230	Recently people have been observed walking their dogs in the playing field. It was asked if EPC would remind Elsenham Youth Football Club that there is a 'NO DOGS' rule in the playing field. The 'NO DOG' sign at the entrance should be larger.	Playing field Committee to consider at their next meeting. LJ to write to Paul Jarvis asking him to remind all football managers.
Meeting closed to public participation		
20231	Actions from previous minutes. The grass cutting of the allotment path has been organised, and the un-cultivated plots have been passed	Noted.

	<p>to the new tenants. Dog fouling posters have been ordered from Uttlesford District Council (UDC). Three people so far have shown an interest for the vacancy on the Parish Council.</p>	<p>Noted.</p> <p>Noted.</p>
20232	<p>Minutes Council considered the minutes of the meeting held on 1 October 2018.</p>	<p>Approved by EPC, signed by the Chairman as a true and accurate record.</p>
20233	<p>District Councillors' report Henham Parish Council have asked if EPC would consider testing the air pollution at Elsenham Station. The Fairfield planning application may be decided by UDC at December's planning meeting. A meeting is being held between the Essex Police Inspector and District Councillors, the District Councillors will have the opportunity to ask questions. GL asked if residents would inform him of any Highways work that needed attention in the village, he would then report to Rissa Long at her monthly meeting; JM asked GL to mention the path between Elsenham and Stansted which needs cutting back. RG had asked Henham Parish Council to email him with any potholes that needed repairing, as he had been requested to report 20 potholes in each area.</p>	<p>To be added to December's agenda.</p>
20234	<p>Planning Committee Minutes of the meeting held with Bovis Homes Developers on 12 October 2018. Notes of the meeting with Gordon Glenday. The Planning Committee had held a meeting with Bovis Homes developers. Plans of the new layout for the development had been viewed. One of the main changes was the land to be transferred to the school. It was originally to be 1 hectare of land, it had now been reduced to 0.45 of a hectare. The drop-off and pick-up point had been removed, with the only access to the school being in the High Street. These alterations had been agreed with Essex County Council. Councillors stressed that the removal of the pick-up point would cause major problems in the High Street. The school has doubled in size which would mean more parents driving their children to school. PJ had contacted RG, ECC Cabinet Member for Education and Skills, to discuss this point, but has not yet received a reply. Perry Millar, (Bovis Homes Development), had said that Bovis had still not completed their plans as ECC had not finalised their decision. JM asked that the air pollution was tested at the primary school.</p>	<p>Noted.</p> <p>Noted.</p> <p>LJ to add to agenda.</p>

	<p>The other meeting, members of the Planning Committee attended this month was with Mr. Gordon Glenday, (Asst. Director planning UDC), and Mr. Nigel Brown (UDC).</p> <p>The purpose of the meeting was to discuss and progress various issues relating to the provision of a new Community Building that is to be provided from developer S106 Agreements associated with the David Wilson Homes (DWH), Crest Nicholson (CN) and Bovis Homes (BH) residential developments within Elsenham. UDC advised that it will arrange a combined meeting with both DWH and CN present, to discuss the various issues and attempt to resolve them, namely the various S106 payments, the ransom strips and the transfer of community land to EPC.</p> <p>Crispin Hanson (CN), had confirmed that he was having a meeting with UDC on 9 November 2018, but as far as he was aware it did not involve DWH.</p> <p>UTT/18/2758/HHF Erection of two storey side extension, alterations to existing rear dormer, alterations to front elevation including removal of existing roof lights and creation of two storey front porch. Erection of two storey detached garage with pitched roof. Apple Tree House Fullers End, Tye Green Road, Elsenham.</p> <p>UTT/18/2910/FUL Construction of an additional ménage. The Elsenham Stud, Fullers End, Elsenham.</p> <p>Decisions made by Uttlesford District Council UTT/18/2091/HHF Section 73A retrospective application for single storey rear extension and alterations to external windows. 3 Orchard Crescent, Elsenham.</p> <p>UYU/18/2468/HHF Proposed demolition of existing conservatory and erection of a single storey rear extension. 6 Leigh Drive, Elsenham.</p> <p>Appeal APP/C1570/D/18/3208830 development: Proposed side and front extensions to detached double garage. Conversion of detached double garage to habitable accommodation. Raising of 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. Insertion of two new windows to rear elevation of existing dwelling. 1 Orchard Crescent, Elsenham CM22 6FJ.</p>	<p>PL said she would find out the current situation.</p> <p>These planning applications are to be discussed at the next Planning Committee meeting.</p> <p>Approved.</p> <p>Approved.</p> <p>Appeal dismissed.</p>
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	Enforcement Notices			
	<p>ENF/18/0228/C Alleged breach of planning control, erection of flags in excess of the permitted allowance. Land South of Stansted Road, Elsenham. An investigation has found that compliance achieved flags have been reduced to a number acceptable to the Council, therefore no further action will be taken and the file on this investigation will now be closed.</p>			Closed.
	<p>UTT/14/2991/0P Alleged breach of planning control, four flags flying Elsenham Nurseries, Stansted Road, Elsenham. An investigation has found that there was a minor breach, no further action will be taken and the file on this investigation will now be closed</p>			Closed.
20235	Housing Development in Elsenham			
	<p>The allotment working group held an on-site meeting with Mr. Crispin Hanson (Senior Design & Planning Manager CN), to view the new allotments, trim trail, open spaces and local areas for play (LAP). There were many items that needed attention before EPC would accept the transfer. The safety of some of the equipment and lack of instructions at the exercise stations on the trim trail were of concern, Mr. Hanson is to review these.</p>			
20236	Playing Field Committee			
	<p>It was anticipated that planning permission for the CCTV pole would be granted within the next two weeks. Therefore, a Playing Field Committee meeting would be arranged to put in place the operation procedures.</p> <p>The bench in the Spinney requires a coat of preservative.</p>			LJ to arrange.
20237	Rights of Way and Open Spaces Committee			
	<p>Tree work in the Spinney. Minutes 6 July 2018. Tree Warden's report. LJ had given a copy of the Tree Warden's report to Amenity Services (tree surgeons), asking for a professional opinion and quotes for the work. Some of the tree work in the Spinney was now beyond the capabilities of The Essex Wildlife Trust and would need a professional contractor. The work would be spread over several years and incorporated into the financial budget.</p>			<p>Noted. Noted. Noted.</p> <p>LJ to arrange quotes.</p>
20238	Finance Committee			
	<p>The following cheques and payments required for approval.</p>			PJ proposed, AG seconded, the vote was carried unanimously.
	BACS	Instant Ink	£22.99	
	BACS	MD Landscapes	£853.99	
	BACS x 2	Wages	£2176.28	
	BACS	M Jackson	£56.00	

	BACS	Yvonne Morton	£50.00	
	BACS	L Johnson	£776.30	
	BACS	ECA	£65.00	
	BACS	Rialtas Business Solutions	£142.80	
	BACS	PKF Littlejohn	£360.00	
	BACS	3G Mobile	£21.34	
	Card	Shaw and Sons Ltd	£162.00	
	BACS	Tye Green Services	£294.96	
	BACS	Belton's Gardening	£170.00	
	BACS	M Burke Landscaping	£201.50	
	BACS	M Jackson	£110.14	
	100309	S Camp	£170.00	
	100310	Amenity Services	£620.00	
	BACS	M D Landscapes	£823.99	
20239	<p>A summary of receipts and payments. Minutes of the meeting held on 30 October 2017. The Finance Committee have begun working out the 2019/20 precept. The first draft precept figure was on the high side, and budgets may have to be reduced, but until UDC issued the ready reckoner, it was impossible to predict the percentage increase per house hold, due to the many new residents in the village; the ready reckoner would not be available until mid-December 2018. The deadline for submitting the precept to UDC was 25 January 2019, therefore, the precept would have to be agreed by Full Council at the Parish Council meeting on the 7 January 2019.</p> <p>One of the street lights in Station Road has corroded beneath the ground level to such an extent that it was now unsafe.</p> <p>Proposal, EPC install a new lamp post in Station Road to replace the corroded one that has now been removed at a cost of £998.00.</p>			<p>Noted. Noted.</p> <p>LJ to arrange a Finance meeting at the end of November 2018.</p> <p>PJ proposed, GM seconded, the vote was carried unanimously.</p>
20240	<p>Clerk's Report</p> <p>Proposal, EPC renew their membership to SSE at an annual fee of £100.</p> <p>Proposal, EPC donate £200 towards the village Christmas Tree.</p> <p>Proposal, EPC renew their membership with LCPAS at an annual fee of £100.</p> <p>GM is to attend a finance course in December 2018, run by LCPA, he will give a report on the quality of the course at January's Parish Council meeting.</p>			<p>PEC proposed, JM seconded, the vote was carried unanimously.</p> <p>JM proposed, PJ seconded, the vote was carried unanimously.</p> <p>PJ proposed, JM seconded, the vote was carried unanimously.</p>

	<p>It was agreed to review re-joining EALC when the next annual subscription was due, which is sent in April and the membership runs from 1 June – 31 May.</p> <p>LJ to purchase a Christmas Tree and decorations up to the value of £60, for the St. Mary's Fabric Fund Christmas Tree Festival.</p> <p>Proposal, EPC donate £100 to the Royal Legion for the Poppy wreath.</p> <p>The 'thank you volunteers evening' is to be held on 20 December 2018, LJ asked that Councillors let her know as soon as possible any names of residents they would like invited.</p>	<p>MJ proposed, JM seconded, the vote was carried unanimously.</p>
20241	<p>Flowerbed Committee</p> <p>The winter tidy up has been done and all the flower beds in the village were looking splendid, thank you to all the volunteers that helped.</p> <p>'Tommy' a six-foot aluminum silhouette of a WW1 soldier has now been installed in the Memorial Garden and looks amazing.</p> <p>Thank you goes to everyone who gave a donation, the support and generosity of residents and organizations was overwhelming, we now nearly have enough funds to purchase a second Tommy which is incredible.</p> <p>It was agreed to close the donations on 17 November 2018, all the donations would then be added together to purchase a second Tommy with EPC paying any remaining balance of up to £208.</p>	
20242	<p>Transport</p> <p>RF and AW had attended a transport meeting, it was mentioned that Abbotsford Bridge was going to be closed sometime in January 2019. This would coincide with the work on the roundabout at the M11 junction and may cause serious delays to the 7 and 7A bus service. RF and AW stressed the need for greater communication to villages informing them of road closures.</p>	
20243	<p>PCSO</p> <p>Notes on the meeting held with Fiona Gardner.</p> <p>A meeting had been held with Communities Manager UDC, and Inspector Colin Cox, Essex Police, to discuss the issues arising from the proposed contract between Essex Police and Uttlesford District Council for the provision and funding of PCSOs for Elsenham, Henham and Stansted Mountfitchet Parishes and for Saffron Walden Town.</p>	<p>Noted.</p>

	<p>Essex Police advised that until the contract had been agreed and signed, the Police were unable to proceed with the advertising and recruitment of the PCSOs. The Parishes/Town Councils did not consider that they needed to be signatories, since it was specifically a contract between Essex Police and UDC. A separate service level agreement should be drawn up between UDC and the 3 Parishes. It was proposed the Essex Police/UDC contract was for a 3-year period, which was contrary to the 2-year period that had been previously proposed by UDC.</p> <p>No further information had been received from Fiona Gardner since the meeting.</p>	
20244	<p>Parish Council's Website AW, AG, and EC volunteered to form a working group to explore the option of updating the existing website or getting a new website and how EPC could communicate more successfully with the public. Alan Hathaway offered to join the working group. PJ asked that the Finance Committee were informed of any monetary funds that may be required.</p>	
20245	<p>Adopt a telephone box Elsenham History Society would like to use the BT telephone box on New Road as a mini museum. Proposal, EPC adopt the BT telephone box on New Road for £1</p>	<p>RF proposed, JM seconded, the vote was carried unanimously. LJ to request and fill out the form from BT.</p>
20246	<p>Co-option Policy Document GM had suggested two changes, which were amended. Proposal, EPC adopt the Co-Option Policy Document.</p>	<p>PJ proposed, AG seconded, the vote was carried unanimously.</p>
Correspondence Received		
20247	Police Report 1 October 2018	
20248	SSE Press Release 2 October 2018	
20249	The Essex Playing Field Autumn 2018	
20250	Airport Planning Application Public Sessions	
20251	Sue Knight Animal Warden, retirement	
20252	Highways Highlights Bulletin	
20253	Community Policing Team update	
20254	Parish Forum agenda	
20255	SSE Minutes 3 October 2018	
20256	Support 4 Sight letter	
20257	Closure of Hall Road	
20258	Police Report 15 October 2018	
20259	SSE Press Release 12 October 2018	
20260	Essex & Herts Air Ambulance letter	
20261	Open show house launch invitation, Elsenham Woodland Green	

20262	Police Report 29 October 2018	
20263	SSE Press release 25 October 2018	
20264	Uttlesford Community Travel Christmas Concert	
20265	Police Report 22 October 2018	
20266	Lets Talk about Crime Campaign	
Meeting opened to public participation		
20267	Alan Hathaway said that before the CCTV was installed, signs would need to be displayed.	
20268	It was asked if Bovis Homes development went ahead, would they honour the previous S106 agreement, which gave contribution towards the new Community Hall. PJ replied that EPC had requested that if UDC enters into discussions and negotiations with Bovis Homes regarding a S106 agreement associated with the new proposed development site, UDC endeavours to ensure that a community facilities contribution, like that contained within the previous S106, be included. If however, it was not part of the new S106 agreement, other way to raise the funding would have to be considered such as a 'works loan', this however, would have to be with the agreement of UDC.	
20269	Work had recently been carried out in Alsa Wood by DWH, however large pieces of plastic have been left.	LJ to liaise with Margaret Shaw, regarding the removal of these.
20270	A resident of Stansted passed on the thanks of the Parish Council for EPC objecting to the planning application in May Walk.	
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
20271	Air pollution at the Railway station and Primary School.	LJ to add items to next meeting's agenda.
Meeting closed at 10.35pm, the next Parish Council Meeting will be held on 3 December 2018 at 8.00pm in the Memorial Hall		