



Elsenham Parish Council

Minutes of Parish Council Meeting held on

1 July 2019 at 8pm.

In the Memorial Hall

Present Elsenham Parish Council (EPC)	Dr. G Mott (Chairman GM), Mrs. M Jackson (Vice-Chairman MJ), Mrs. E Chong (EC), Mr. P Clear (PEC), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. J Minor (JM), Ms. J Rayment (JR) and Mrs. L Johnson (Parish Clerk – LJ).	
Public	9 plus Essex County Cllr. R Gooding (RG) and District Cllr. G LeCount (GL).	
Apologies for absence	Mrs. A Warwick (AW), Mr. R Franklin (RF) and Cllr. P Lees (PL).	
Minute no.	Item	Actions agreed
20565	Declarations of Interest	None
20566	JR signed the Declaration of Acceptance of Office.	
Meeting opened to public participation		
20567	A resident enquired about the letter sent from the Inspectors asking if UDC still supports the New Local Plan. GL said a reply had been sent to the Inspectors stating that UDC fully supports the new Local Plan 100%. The Uttlesford Local Plan Examination Hearing Session Stage 1 begins 2 July 2019. The hearing sessions will take place in two stages, stage 1 Tuesday 2 July – Thursday 4 July 2019 and Tuesday 16 July – Thursday 18 July 2019.	
20568	GL has spoken to Network Rail regarding a meeting, to discuss the blocked drains on the bridge in the High Street.	
20569	A resident who lives in the High Street was concerned about the proposal to place yellow lines in the High Street, visitor or trade people would have nowhere to park. GM said that if the proposal was agreed EPC	

	would make a representation as to where the lines were placed.	
Meeting closed to public participation		
20570	<p>Actions from previous minutes The grass has been cut around the Pump House.</p> <p>At the last EPC meeting a question was asked regarding whether LJ was the line manager to the gardening contractor. GM explained that in the revised Flowerbed Committee's Terms of Reference it states, that the responsibility is that of the Councils' or its authorized representative, which in this case would be the Flowerbed Committee.</p> <p>The grass cutting contract differs to the flowerbed maintenance contract, as it states the 'Supervising Officer' shall be defined as the Clerk to EPC, in the Flowerbed Contract the Clerk has no such function.</p> <p>It had been suggested that questions directed at the Flowerbed Committee had been left until a meeting when MJ would not be present. This was not the case; the only reason questions had been referred to the next meeting was time restraints; the previous (May) meeting had been extra-long.</p> <p>GM and LJ had received complaints regarding the atmosphere at meeting held on 3 June 2019. Members of the public said that they had felt uncomfortable. GM asked all members to try and keep their tone light and as good natured as possible. GM suggested that members could always address their questions through him as Chairman, this would take the edge off personal accusations.</p> <p>Members are also entitled to ask the Chairman to move on to the next item. It can be made informally, or a member can propose that the meeting moves to the next agenda item, if it is seconded then a vote is taken without any further discussion.</p> <p>GM asked Councillors not to whisper to each other during a meeting while other Councillors or members of the public were speaking.</p>	Noted.
20571	<p>Minutes Council considered the minutes of the meeting held 3 June 2019.</p> <p>Proposal, the last sentence in minute 20545, should be deleted from the minutes.</p>	JM proposed, FL seconded, the vote was tied at 4 in favour 4 against, the vote was carried by the Chairman's casting vote.

		With this amendment the minutes were signed by Chairman as a true and accurate record.
20572	<p>District Councillors' report GL informed the meeting that PL would be taking time off work due to the tragic loss of her daughter.</p> <p>UDC had made the decision at a meeting on 30 June 2019 to refer the 2018 Stansted Airport planning application back to the Planning Committee for further consideration. The proposal received overwhelming cross-party support with 31 Councillors voting in favour, one against and one abstention.</p> <p>GL thanked JM for his work in helping organise the 20-mph speed restriction around Broxted and Pledgdon Green, which will be in place while Hall Road is closed.</p> <p>There is currently only two members on the Speed Watch team, JM and FL, more volunteers would be very welcome. JM has asked for police support to help stop speeding through the village. The police have agreed to send an Officer to help. The Officer will be using an advanced speed gun that takes photographs of the speeding cars, so there can be no dispute over who was driving the vehicle.</p>	
20573	<p>Planning Committee The following planning applications were discussed, and comments agreed at the Planning Committee meeting held on 1 July 2019.</p> <p>UTT/19/1266/HHF Single storey front extension with bay window and canopy. 24 Mill Close, Elsenham.</p> <p>UTT/19/1322/HHF Installation of feature guard railing to parapet walls of single storey part of dwelling to improve privacy and security. 3 Orchard Crescent, Elsenham.</p> <p>UTT/19/0107/FUL Proposed demolition of existing house and outbuildings and erection of five 3-bedroom dwellings. Crossways, Station Road, Elsenham.</p> <p>Decisions made by Uttlesford District Council UTT/19/0673/HHF Single storey extension to rear to incorporate existing out building, and internal alterations. 20 Mill Close, Elsenham.</p>	<p>No Comment.</p> <p>No Comment.</p> <p>Withdrawn.</p> <p>Approved.</p>
20574	<p>Housing Development in Elsenham GM informed Louise St John Howe, (Programme</p>	

	<p>Officer, PO Services), on behalf of EPC of an error on one of the statements for the forthcoming Local Plan Hearing. Wallace Land Investments (WLI) had muddled the figures for 2017-2033 and 2011-2033 and stated the total for Elsenham of 170 for the Plan period 2011-2033. The correct totals are 170 for the period 2017-2033 and 650 for the Plan period 2011-2033. The notification of the error is now an examination document and has been uploaded on to UDC's website.</p> <p>Gladman Developments A letter had been received from Gladman Developments Ltd, on their proposed planning application of 235 houses off Bedwell Road. In the letter they ask to meet with representatives of EPC in a closed forum. EPC do not hold closed meetings; all meetings with the Council are open to the public. Gladman have stated that they will distribute leaflets to residents located near the site; GM asked residents who receive a leaflet to inform LJ.</p> <p>Land South of Rush Lane Highways had made significant objections to the planning application on Land South of Rush Lane. The report states that the access road is not wide enough, there is also a problem with parked cars. It is unclear on whether this could stop the planning application proceeding.</p> <p>Bovis Homes An amended full planning application for 130 dwellings on Land West of Hall Road has been submitted. UDC are asking for any revised/additional comments to be submitted by 15 July 2019. GM has drafted a reply asking for greater clarification on what exactly it is that comments are invited upon, plus asking for the response time to be extended to the 29 July 2019.</p> <p>Housing Market Analysis by ward. UDC had conducted an in-depth analysis on housing market data by ward, using the Housing Intelligence System for the past 7 years, with a view of identifying trends. All Councils have been asked to check the report for accuracy. Statements concerning Elsenham and Henham generally are in error, EPC however, do not have the information available to check that the number factors are accurate.</p> <p>Professional Housing advice.</p>	<p>LJ to send report to GL.</p> <p>GM to send brief reply to LJ for transmission to UDC.</p>
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	The Planning Committee are currently seeking out other professional housing advisers, as a possible alternative to using the services of Geoff Gardner.		
20575	<p>Playing Field Committee Proposal, EPC purchase another bin for the top car park in the playing field at a cost of around £720.</p> <p>Proposal, EPC pay up to £1,250 towards moving the present fence behind the Tennis Club to the boundary of the playing field, plus the removal of all the vegetation.</p> <p>If the Tennis club decides to replace the fence with one the same height that is around the tennis courts, they may have to apply for planning permission. If it is required, it would be beneficial for EPC to apply and then be reimbursed by the Tennis Club.</p>		<p>PEC proposed, MJ seconded, the vote was carried unanimously.</p> <p>PEC proposed, JM seconded, the vote was carried unanimously.</p> <p>LJ is to write to the Tennis Club to clarify EPC proposal.</p>
	RG entered the meeting		
20576	<p>Rights of Way and Open Spaces Committee Tree Warden's reports. EROWOS are holding a meeting on 12 July 2019.</p>		Noted.
20577	<p>County Councillor's report RG thanked JM and GL for organizing the reduction in the speed limit to 20-mph around Broxted and Pledgdon Green, during the duration of the closure of Hall Road.</p> <p>RG was still in the progress of arranging a meeting with highways regarding making the temporary 'No Parking' zone permanent, some members were currently on holiday.</p> <p>The meeting with Highways regarding the flooding in Elsenham was still scheduled for 16 July 2019.</p> <p>The Young Essex Assembly is the elected Youth Council for Essex and is supported by Essex Youth Service. RG was pleased to announce that a member from this assembly has now become an MP for the UK Youth Parliament.</p> <p>The Stansted footpath requires cutting back, the path is very overgrown. As this is the route school children must use when walking to school, it was strongly felt that it should be cut back on a regular basis. The path is scheduled to be cut back by the Highways Rangers.</p>		
20578	<p>Finance Committee Proposal, the following cheques and payments were approved for payment.</p>		All cheques and payments approved for signing.
	BACS	Eurooffice	£30.00
	BACS	L Johnson	£38.64

	BACS x 3	Wages	£2,287.45	
	BACS	Wickseed Playground	£53.40	
	BACS	M D Landscapes	£841.99	
	BACS	H M Revenue	£1310.14	
	BACS	EALC	£78.00	
	BACS	AVS	£512.40	
	BACS	Village Hall	£9.00	
	BACS	Screwfix	£32.96	
	BACS	ICO	£35.00	
	BACS	Belton's Gardening	£183.33	
	BACS	M Burke Landscaping	£201.50	
	BACS	Rowley Fencing	£102.60	
	BACS	MD Landscapes	£823.99	
	BACS	Hp Instant Ink	£28.99	
	BACS	Mobile Phone 3G	£30.28	
	BACS	Belton's Gardening	£100.00	
	100317	R Franklin	£10.40	
20579	A summary of receipts and payments.			Noted.
20580	<p>Clerk's Report</p> <p>LJ read out a 'Thank you' card from a resident thanking the Flowerbed Committee and volunteers who had planted the summer flowers in such torrential rain.</p> <p>An extra Parish Council meeting is to be held on Thursday 8 August 2019, at 8pm in The Memorial Hall. The one item on the agenda will be 'A closer working relationship with UDC'. A presentation will be given by Cllr. Anthony Gerard, Cabinet Portfolio Holder for Residents & Community Partnerships; Police & Emergency Services. As with all meetings the public are invited to attend.</p> <p>EPC have up to September's Parish Council Meeting to fill the present vacancy on the Council by co-opting. It was agreed to ask a resident who had applied to become a member in October 2018.</p> <p>LJ read out a report from RF who had attended the Village Hall A.G.M. on 25 June 2019. RF is presently the only EPC representative; EPC may have up to 2 members. It had been suggested informally at the meeting, that as it was a Village Hall perhaps EPC should be giving financial assistance.</p>			<p>LJ to add an extra article in the Elsenham News.</p> <p>LJ to ask RF to send out details of what this position involves.</p>
20581	<p>Flowerbed Committee</p> <p>Minutes of the meeting held on 25 June 2019. MJ thanked all the volunteers for coming out on a very wet day to help plant the summer bedding.</p>			Noted.

	<p>The trees in the garden behind the Memorial Garden have been felled. This has changed the whole look of the garden as the trees gave a lovely backdrop. It was also very sad that the trees had been felled during the nesting season, birds were flying around very distressed looking for their nests, the noise they made was heart-breaking. The Flowerbed Committee are going to have a site visit to discuss planting options for the area which has been left bare.</p> <p>Allan Hathaway is only going to raise the 'Elsenham' sign on the DWH gates at the entrance of the village, this will stop the plants in the flowerboxes obscuring it; the 30-mph sign will not be moved.</p> <p>LJ had reminded the Flowerbed Maintenance Contractor to add details of the work he had carried out during the month on his invoices.</p>	<p>LJ to ask Heather about felling trees during nesting season.</p>
<p>20582</p>	<p>Transport RF had submitted a report RF attended a transport meeting on 26 July 2019. RF complained about the lack of information regarding the Hall Road closure, and if he had been given longer, the details could have been included in the Elsenham News. RF complained about being unable to update information in the bus shelters due to not having a key to open the timetable holders; plus, the timetables sent by email were in the wrong format for the holders. RF had taken part in the Sunday Bus Consultation, even though at present Elsenham does not have a Sunday service.</p>	
<p>20583</p>	<p>Communication Committee Minutes of the meeting held on 28 May 2019. Elsenham web site now has a login protected members area, where all the past minutes from 2011 – 2017 are stored. The website also has an interactive map where all the village planning applications are pinpointed. EC said she would obtain a report to see how many times the site has been visited. The old web site is now closed; a link takes you straight to the current website.</p> <p>PJ said that as the new website displays extra information EPC would have to review their Privacy Statement.</p> <p>The new website does not include Councillor's phone numbers. EC is to research a login protected address book. It was agreed that GM and MJ's phone numbers would be added to the website.</p>	<p>Noted.</p> <p>LJ to send round Councillors contact details.</p>

	<p>The new email accounts have been set up and should be ready to use this week.</p> <p>At the last meeting EC had asked if the Chairman of each Committee would like to do a blog for the website, unfortunately none were willing.</p>	
20584	<p>Cemetery in the High Street The Elsenham Cemetery only has four spaces for burials left, after which it will become a ‘closed cemetery’ with burials only for those that have received plots. EPC then either look for a new site or direct residents to the church or outside of the parish. There were very limited spaces left in Elsenham for possible sites, one suggestion was the old cricket field.</p>	<p>PJ to determine action needed.</p> <p>FL to enquire on the possibility.</p>
Correspondence Received		
20585	Parish Forum on Monday 1 st July 2019	
20586	Rerouted footpath at Elsenham Golf Club	
20587	Register of Sensitive Interests	
20588	Highway Highlights, May 2019	
20589	EALC update, week commencing 27 May 2019	
20590	Police Report 3 June 2019	
20591	Stop Stansted Expansion	
20592	Essex Police Engagement Survey	
20593	EALC E Bulletin week commencing 3 June 2019	
20594	Police Report 10 June 2019	
20595	Brick End Lane, Henham, Brick End Lane, Broxted 20 mph speed limit	
20596	Progress made on Abbotsford Bridge in Hall Road	
20597	Your help in improving children’s lives in West Essex	
20598	SSE Press Release 10 June 2019	
20599	County Update	
20600	Petition for Stansted Airport planning application	
20601	Local Councils Liaison Forum has been scheduled for 7.30pm on Tuesday 10 th September	
20602	EALC Training Bulletin 13 June 2019	
20603	Petition update SSE	
20604	Latest update, Hall Road 14 June 2019	
20605	Police Report 17 June 2019	
20606	Ward level housing market analysis.	
20607	Police Report 24 June 2019	
20608	Tye Green Road, Closer	
20609	SSE Press Release 26 June 2019	
Meeting opened to public participation		
206010	Allan Hathaway informed the meeting, that the hedge which would have to be removed, to accommodate the access for the Land South of Rush Lane development, was owned equally by a private resident and the housing association.	

20611	The police had enquired about the playing field CCTV and whether it could help in a recent crime. The CCTV is not operational at present, but it is unlikely that it would have helped because of the angle of the camera.	
20612	The repairs to the Abbotsford Bridge are running to schedule.	
20613	A group of volunteers called Friends of the Flitch Way Footpath group, have rerouted the footpath at Elsenham Golf Club, under the guidance of ECC. The new footpath starts to the west of the haulage road, with a new bridge over the brook and new steps. The new footpath joins the existing track near the end of the golf driving range.	
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
20614	Daisy May Farm is struggling financially due to the closure of Hall Road	LJ to add item to next meeting's agenda.
Meeting closed at 10.50pm the next Parish Council Meeting will be held on 5 August 2019 at 8.00pm in the Memorial Hall		