



## Elsenham Parish Council

### Minutes of Parish Council Meeting held on

**5 August 2019 at 8pm.**

### in the Memorial Hall

<b>Present Elsenham Parish Council (EPC):</b>	Dr. G Mott (Chairman GM), Mrs. M Jackson (Vice-Chairman MJ), Mrs. E Chong (EC), Mr. P Clear (PEC), Mr. R Franklin (RF), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. J Minor (JM), Ms. J Rayment (JR), Mrs. A Warwick (AW) and Mrs. L Johnson (Parish Clerk – LJ).	
<b>Public:</b>	7, plus District Cllr. P Lees (PL).	
<b>Apologies for absence</b>	None.	
<b>Minute no.</b>	<b>Item</b>	<b>Actions agreed</b>
<b>20615</b>	<b>Declarations of Interest;</b>	None
<b>Meeting opened to public participation</b>		
<b>20616</b>	<p>Questions were raised regarding the work being carried out on the grass verge on the corner of Stansted Road and Robin Hood Road. EPC had not been given any notification of this work. It is to be a cycle path; the work is being funded by the developer Crest Nicholson (CN). The path will be significantly widened, sloped and have a tactile paving slab installed.</p> <p>It was agreed that it would have been more beneficial to the village if the path opposite had been widened. There will also be a widening of the path on Robin Hood Road and the dropped kerb crossing will be moved directly beside the post box, again with tactile paving.</p> <p>It was noted that residents should only be cycling on the dedicated cycle paths and not on the pavements which are for pedestrian use only.</p>	
<b>20617</b>	The area around the Pump House in the High Street requires cutting.	LJ to arrange.
<b>20618</b>	A question was asked if EPC would be giving any guidance for residents when responding to the Fairfield	

	<p>planning application. AW said that there was advice on EPC's website. GM said he personally didn't like standard replies and encouraged residents to be personal in their response. If UDC refuse this planning application it will be on the grounds of highways, so responses should be on how the extra traffic is affecting life in Elsenham and the surrounding villages.</p>	
<b>20619</b>	<p>Complaints were made about the amount of dog fouling on the pavement mainly by Gilbey Cottages and in Robin Hood Road. Most dog owners are responsible and pick up after their dogs, it is only the minority that do not.</p> <p>Dog waste can be placed in any of the litter or dog waste bins in the village. PL said that Newport parish has come up with an idea of spraying dog waste on the pavement with glitter, this has resulted in the reduction of dog fouling. GM asked Councillors or residents to consider taking on this role.</p>	
<b>Meeting closed to public participation</b>		
<b>20620</b>	<p><b>Actions from previous minutes.</b></p> <p><b>The felling of trees during the nesting season.</b> – circulated</p> <p><b>Possible site for a cemetery.</b> There are documentations that will have to be completed once EPC decide to close the cemetery.</p> <p><b>Councillors contact details have been circulated.</b></p> <p><b>Village Hall Representative.</b> There were no volunteers to become a second EPC Village Hall Representative.</p> <p><b>Letter to the Tennis Club</b> A meeting had taken place with the Tennis Club and work was progressing.</p> <p><b>Reports on the Housing Marketing Analysis by Ward</b> sent to Cllr. LeCount and Uttlesford District Council.</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted.</p>
<b>20621</b>	<p><b>Minutes</b> Council considered the minutes of the meeting held 1 July 2019. An amendment to minute 20582 from 26 July 2019 to read 26 June 2019.</p>	<p>With this amendment the minutes were approved by EPC, signed by Chairman as a true and accurate record.</p>
<b>20622</b>	<b>Essex County Cllr. Ray Gooding was not present</b>	
<b>20623</b>	<p><b>District Councillor's report</b> PL reported that there had been a change in Planning Committee procedures. The new procedure is, that the Planning Committee can now re-call members that have</p>	

	<p>spoken of behalf of a Parish Council, to clarify points and answer questions that had been raised. This made the procedure more interactive and gives Parish Councils a right to reply.</p> <p>PL stated that UDC could refuse a planning application if it did not form part of a Village Neighbour Hood Plan.</p> <p>At the Full Council meeting a resolution was made to achieving net-zero carbon status by 2030 and to protecting and enhancing biodiversity through a series of actions and initiatives.</p> <p>This motion was carried by a across-party agreement. The second resolution was that all libraries in Uttlesford had access to ECC books, computer update and information.</p> <p>PL confirmed that the Fairfield Planning application would be approved or refused on Highway issues. It was therefore important that residents respond with salient points regarding the traffic problems in and around the village. It would help if photos of traffic grid locks were sent with the responses to endorse the problems.</p>	
<p><b>20624</b></p> <p><b>i.</b></p> <p><b>ii.</b></p> <p><b>iii.</b></p>	<p><b>Planning Committee</b> Minutes of the meeting held 1 July 2019 – circulated. A planning meeting is arranged for Thursday 15 August 2019 to discuss and agree responses to the following planning applications.</p> <p><b>UTT/19/1466/HHF</b> Conversion of garage to living accommodation, rear section to be infilled, existing living room window to be changed to match the first-floor window. 6 Broom Farm Road, Elsenham.</p> <p><b>UTT/19/1714/FUL</b> Demolition of existing bungalow and garage and erection of replacement dwelling with new vehicular access. Little Glebe, Station Road, Elsenham.</p> <p><b>UTT/17/3573/OP</b> Outline application with all matters reserved except for access for: up to 350 dwellings, 1 no. primary school including early years and childcare setting for up to 56 places, open spaces and landscaping including junior football pitch and changing rooms, access from B1051 Henham Road with associated street lighting and street furniture, pedestrian, cycle and vehicle routes. Pedestrian and cycle link to Elsenham Station and potential link to Hailes Wood, vehicular and cycles parking. Provision and/or upgrade/diversion of</p>	<p>Noted.</p>

	<p>services including water, sewage, telecommunications, electricity, gas and services media and apparatus, on-plot renewable energy measures including photo-voltaics, solar heating and ground source heat pumps, drainage works, sustainable drainage systems and ground and surface water attenuation features, associated ground works, boundary treatments and construction hoardings. Land to The North West of Henham Road, Elsenham.</p> <p>An extension to respond to the Fairfield planning application had been agreed with UDC, the deadline is now 23 September 2019. This is not a new application it is a slightly amended application that was submitted last year. The only changes being, the bus stop and the football pitch have been moved and there are no longer any changing facilities. There has been however, no change to the access, which is dangerous and had caused the most concern. EPC will again team up with Henham Parish Council to fight against this planning application.</p> <p>Essex Highways have changed the timing of the traffic lights at Grove Hill, they now remain green for longer as cars drive into Stansted Village. This had made a slight improvement. Fairfield solution to the problem at Grove Hill is to install an extra sensor beyond the parked cars on Grove Hill. However, Fairfield's modelling showed that now the timing had been changed their suggestion would make little, if any, further improvement to the queuing.</p> <p>Many residents now use alternative routes out of the village to avoid Grove Hill. Any improvement to the situation may entice drivers back to using Grove Hill and therefore counteracting any improvements.</p> <p><b>UTT/19/0363/FUL</b> Change of use from residential to takeaway food with accommodation above. Elsenham Railway Station, New Road, Elsenham</p>	<p>Approved by UDC.</p>
<p><b>20625</b></p>	<p><b>Housing Development in Elsenham</b>  A letter had been received from Gladman Developments Ltd, on their proposed planning application of 235 houses on Bedwell Road. In the letter they asked to meet with representatives of EPC in a closed forum. EPC do not hold closed meetings; all meetings are open to the public. It was agreed that LJ would write back acknowledging receipt of their letter and saying it is currently under consideration to hold an open meeting.</p>	

	<p>UDC have concluded that an Environmental Impact Assessment is required on the Wallace Land Investments planning application for a new residential development totalling 99 homes on land west of Elsenham, across two sites;</p> <ul style="list-style-type: none"> <li>• Land off Isabel Drive (61 homes)</li> <li>• Land off Stansted Road (38 homes)</li> </ul> <p>There had been no further news on the developments in Hall Road or Rush Lane, both are on the New Draft Local Plan.</p> <p>The Uttlesford Local Plan Examination Hearing Session Stage 1 is now completed. Uttlesford's Draft Local Plan is for the development in the district up until 2033. Many of the houses in the new Local Plan are scheduled to be built after 2033, yet there is no evidence in the plan that these houses will still be needed then. The second part of the Examination Hearing Session is to take place in September 2019. GM expects to speak at this hearing against any further developments in Elsenham.</p>	
<b>20626</b>	<p><b>Playing Field Committee</b> PEC reported that a meeting had been held with the Tennis Club regarding moving the fence, and things were progressing. LJ was arranging a meeting with Nockolds Solicitors to discuss the lease for the Tennis Club.</p> <p>PEC had a meeting with PCSO Simon Horn regarding the CCTV, and a meeting, to be attended by PEC, PJ and LJ with Angela Grenseki at UDC, had been arranged for 15 August 2019.</p> <p>The gate on Station Road that leads to the playing field was vandalized. Someone removed part of the gate that stopped the gate from closing, it is believed this was done to stop the gate from banging. Unfortunately, this allowed the gate to swing open onto the pavement in Station Road and put pedestrians at risk, plus it allowed children to run from the footpath straight into the road. Ideas to stop the gate from banging were being looked at.</p> <p>EPC had received a Freedom of Information request regarding the play areas that the Parish Council own.</p>	<p>Action PEC and LJ.</p> <p>LJ to respond.</p>
<b>20627</b>	<p><b>Rights of Way and Open Spaces Committee</b> Minutes of the meeting held on 12 April 2019.</p>	<p>Noted.</p>

	<p>Minutes of the meeting held on 12 July 2019. Tree Warden's Report.</p> <p>Essex Public Footpath Cuttings List has been amended, taking onboard all the suggestions that GM had put forward. They have deleted suggested footpaths and added others. The result was a nett reduction in the length that Highways now had to clear. A couple of the footpaths in the village have now been cut. RF asked if it was still the practise to publish any withdrawn public footpaths in the Post Office. GM said he did not know, but the committee kept an eye on all the public footpaths in and around the village and he did not recall any that had been discontinued.</p> <p>FL asked if a map showing all the public footpaths could be sold at the Post Office.</p>	<p>Noted. LJ to contact District Cllr. LeCount to ask if he had made any progress regarding the dead hawthorn outside Hunters Court.</p> <p>FL to ask for this item to go on the next EROWOS agenda.</p>	
<b>20628</b>	<p><b>Finance Committee</b> The following cheques and payments required for approval.</p>	All cheques and payments approved for signing.	
	BACS	ECA	£66.50
	BACS	G Mott	£17.60
	BACS x 3	Wages	£2,287.45
	100318	T.J. Patmore Building Service	£300.00
	BACS	Mick Burke Landscaping	£201.50
	BACS	M Burke Landscaping	£450.00
	BACS	F Lambert	£12.00
	BACS	Belton's Gardening	£183.33
	BACS	UDC	£115.35
	BACS	John Scraggs	£75.00
	BACS	Hp Instant Ink	£17.99
	BACS	L Johnson	£33.50
	BACS	Littlejohn	£300.00
	BACS	3 Mobile phone	£29.72
<b>20629</b>	<p>A summary of receipts and payments.</p> <p>An update on the PCSO had been received from Inspector Cox. Both candidates have passed their pre-employment checks and will be hired, they will be starting their PCSO training on the 19 August 2019, this is a 5-weeks course. The PCSO will be starting in</p>	Noted.	

	<p>the district around the 30 September, where they will be tutored by an experienced PCSO.</p> <p>EPC still had concerns regarding payments for the PCSO, as UDC had still not put in place a Service Level Agreement, despite many requests from EPC.</p>	LJ to send information to PL.
<b>20630</b>	<p><b>Clerk's Report</b></p> <p>There is still currently a vacancy on EPC.</p> <p>An extraordinary meeting is taking place on Thursday 8 August 2019. Cllr. Gerard is giving a presentation on 'A closer working relationship with UDC'. It was hoped that members of the public would attend along with the Councillors.</p>	<p>A member of the public showed an interest in becoming a Parish Councillor, LJ to send details.</p> <p>.</p>
<b>20631</b>	<p><b>Flowerbed Committee</b></p> <p>Minutes of the meeting held 23 July 2019.</p> <p>It was agreed that any co-opted member of a committee present at a Parish Council meeting, could speak during that committee's report.</p> <p>At the recent Flowerbed meeting the proposal to purchase established trees to plant at the back of the Memorial Garden, as a replacement to the trees that were felled in the adjacent garden, was discussed at great length. The Committee had not yet reached a decision and different options were still being considered.</p> <p>The second proposal for repairing/replacing the flowerbed boxes in the village was also deferred for further discussion and costings. The Committee is looking at alternative sources of funding for this project; it was agreed that the flowerbeds would not be changed in shape or size.</p>	Noted.
<b>20632</b>	<p><b>Transport</b></p> <p>Trusty Bus had apologised for the non-arrival and lateness of some of their buses, this was due to the road closures and road works around the villages. RF may not be allowed a key to access the timetable holders in the bus shelters, as this is not in line with ECC policy. RF said the bus company must make sure that the current timetables were being displayed in the bus shelters.</p> <p>Essex Highways are currently paying for the extra cost for the running of some buses including the 7A and 7B.</p>	

	GM said the number of passengers using buses in this area may have decreased, if like himself, residents had stopped using them due to the uncertainty of the times of the buses caused by the road closures.	
<b>20633</b>	<b>Communication Committee</b> The Communication Committee continue to make improvements and changes to the website and social media. The privacy policy is currently being reviewed. A list of contacts and information required by each committee and working group will be circulated. GM asked if any emails for EROWOS could have a link to their committee email address. It was agreed that when LJ was on holiday, she would put an automatic reply stating she was on holiday and giving the email addresses of GM and MJ, they would therefore not have to be displayed on the website.	
<b>20634</b>	<b>Daisy May Farm</b> Daisy May Farm is a charity in Elsenham Village. Since Hall Road has been closed it has suffered financially due to a decrease in visitors. It was decided the best way to proceed would be to set up a small working group to help Daisy May Farm start crowdfunding.	PEC and JM to be in the working group.
<b>20635</b>	<b>Rats</b> There is presently a colony of rats by the bus shelter near De Mandeville Road. <b>Proposal</b> , EPC spend up to £150 to arrange for a pest controller to get rid of them. It was stressed that EPC could not pay for the termination of rats that were on private property, this is the house holders' responsibility.	PJ proposed, JM seconded, the vote was carried unanimously. LJ to arrange.
<b>Correspondence Received</b>		
<b>20636</b>	Micro Grant Update June 2019	
<b>20637</b>	SSE Diary Date.	
<b>20638</b>	Proposed residential development at land of Bedwell Road.	
<b>20639</b>	EALC E Bulletin, week commencing 23 June 2019	
<b>20640</b>	Police Report 1 July 2019	
<b>20641</b>	SSE Press release 1 July 2019	
<b>20642</b>	UALC AGM Invitation	RF to attend.
<b>20643</b>	Highways Highlights June 2019	
<b>20644</b>	EALC E Bulletin week commencing 1 July 2019	
<b>20645</b>	Police Report 8 July 2019	
<b>20646</b>	Rural Week of action 6 – 13 October 2019 Essex Police are looking at targeting activity according to daily hotspots, depending on an analysis of crime statistics.	FL is going to contact Essex Police to ask if they would attend a speed watch session.
<b>20647</b>	Parish Forum Notes	
<b>20648</b>	Road statistics for Essex	
<b>20649</b>	EALC Legal Updates	

20650	June's County Update	
20651	Update on Abbotsford Bridge	
20652	EALC E Bulletin week commencing 8 July 2019	EPC have a duty to carry out risk assessments on trees that are on their land. GM had sent a copy to EPC's Tree Warden.
20653	EALC E Bulletin week commencing 15 July 2019	
20654	EPC have been asked by BT to decide on the telephone box by Gilbey Cottages; whether to keep as a phone box, adopt it or have it removed. There have been no calls from this telephone in the last 12 months.	LJ to add to September's agenda.
<b>Meeting opened to public participation</b>		
20655	It was stated that there is an infestation of rats along the railway line.	
<b>Meeting closed to public participation</b>		
<b>Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).</b>		
20656	Telephone box by Gilbey Cottages.	LJ to add items to next meeting's agenda.
<b>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</b>		
20657	<b>Moving the fence behind the tennis courts</b> <b>Proposal</b> , EPC employ Mick Burke Landscaping to erect the new fence at the back of the tennis courts	PEC proposed, JM seconded, the vote was carried unanimously.
<b>Meeting closed at 10.15pm the next Parish Council Meeting will be held on 2 September 2019 at 8.00pm in the Memorial Hall</b>		