



## Elsenham Parish Council

### Minutes of Parish Council Meeting held on 13 April 2015

<b>Present Elsenham Parish Council (EPC):</b>	Mrs. P Lees (Acting Chairman – PL), Mr. R Franklin (RF), Mrs. A Gleeson (AG), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. D Lucas (DL), Mr. S Pimblett (SP), Mr. G Woollvin (GW) and Mrs. L Johnson (Parish Clerk – LJ).	
<b>Members of the public:</b>	12.	
<b>Apologies for absence</b>	Mr. P Clear (PEC), Mr. N Edwards (NE), Miss. E Parr (EP).	
<b>Minute no.</b>	<b>Item</b>	<b>Actions agreed</b>
<b>18918</b>	<b>Declarations of Interest;</b>	None
<b>Meeting opened to public participation</b>		
<b>18919</b>	There is a problem with youths kicking footballs against the back wall of the Memorial Hall, which is causing damage to the wall; a suggestion of a ‘kicking wall’ placed in the playing fields was suggested.	To be discussed at the next Playing field Committee meeting.
<b>18920</b>	The fading road markings at the mini roundabouts near Ambrose Corner have now been inspected by Highways, but no date was given as to when they would be re-painted.	LJ to chase Highways.
<b>18921</b>	The re-surfacing that Highways recently carried out of a triangle section at the entrance of The Croft is now causing a puddle to form in the middle of the road whenever it rains.	LJ to inform Highways.
<b>18922</b>	The street light in Station Road by the pedestrian access to the playing field is damaged, the lightshade has broken off.	LJ has reported this to Kier Services.
<b>18923</b>	It was thought that the sign by Orchard Crescent was an abomination.	To be discussed no. 5 (iv) on the agenda.

<b>18924</b>	Over 30 residents had filled out the recent 'Bus and Passenger Transport Strategy Consultation' survey.	
<b>18925</b>	The new roundabout on Hall Road is part of the tri sails development.	
<b>18926</b>	It was reported that there was a lot of rubbish along Hall Road.	PL to inform the village litter picker
<b>18927</b>	The litter bin at the bottom of Robin Hood Road needs re- cementing.	Noted
<b>18928</b>	Cars continue to park on the grass verge outside Gilbey Cottages.	LJ to chase Highways
<b>Meeting closed to public participation</b>		
<b>18929</b>	<b>Minutes</b> Council considered the minutes of the meeting held on 2 March 2015.	Approved by EPC, signed by Chairman as a true and accurate record.
<b>18930</b>	<b>Planning Committee</b>	
<b>I</b>	<b>UTT/15/0792/FUL</b> Provision of access road into residential development site approved under UTT/13/0177/OP Land West of Hall Road.	PJ to draft letter to send round to the Planning Committee for approval.
<b>II</b>	<b>UTT/15/0679/HHF</b> Proposed erection of a timber shed rear of garden. Hazeldene Park Road.	No Comment
<b>III</b>	<b>UTT/15/0819/FUL</b> Proposed demolition of single storey rear addition and erection of single storey extension plus new conservatory, including insertion of three new roof windows in the existing roof. Elsenham Golf and Leisure Limited, Hall Road.	No Comment
<b>VI</b>	<b>UTT/15/0705/AV</b> Free standing advertisement to promote new residential development. Orchard Crescent, Elsenham.	PJ report stating EPC objections to this application is to be sent to UDC.
<b><u>Decisions Made by Uttlesford District Council</u></b>		
<b>VII</b>	<b>UTT/15/0324/HHF</b> Demolition of existing garage and erection of new garage and utility room to ground floor and study area and shower to first floor. The Hollies, Station Road, Elsenham. <b>Refused</b>	Noted
<b>18931</b>	<b>Playing Field Committee</b> PEC held an onsite meeting with 'Earthworms Groundcare' regarding the saturated areas on the playing field. Elsenham Youth Football Club (EYFC) is going to pay for the repair work on the goal areas. The boundary around the playing fields has now been cut back.	Earthworms to carry out the maintenance work.

	<p>One of the barriers around the bottom car park has been broken.</p> <p>A playing field committee meeting with Mr. L Rhodes and Mr. P Jarvis from EYFC is to be arranged at the end of April, to discuss further the proposed all-weather pitch.</p>	<p>This is to be replaced.</p> <p>Mr. L Rhodes to give a presentation to Full Council at the next Parish Council meeting.</p>		
<b>18932</b>	<p><b>Rights of Way and Open Spaces Committee</b></p> <p>Tree Warden's report.</p> <p>It was agreed in principle to try and have the whole of Alsa Wood designated as a SSSI, on the proviso that Natural England indicated they would look favorably upon this request. The funding for the survey would be based on a 50:50 split with Stansted Parish Council.</p>	<p>Noted.</p> <p>The cost of this would be taken from the 'Legal &amp; Professional Fees' budget.</p>		
<b>18933</b>	<p><b>Housing Development in Elsenham</b></p> <p>It was agreed in principle to the request from the Royal British Legion Takeley branch, that roads in the new housing developments, within the village, should be named after those who had fallen in WW1.</p> <p><b>Proposal</b>, EPC write to The Crown Estate requesting its assistance as 'sponsor' of this site with the developer, David Wilson Homes.</p>	<p>LJ to inform British Legion.</p> <p>PJ proposed, DL seconded, the vote was carried unanimously.</p>		
<b>18934</b>	<p><b>Daisy May's Farm</b></p> <p>RF gave a report on the parking problems that occurred on Good Friday 3 April 2015, outside Daisy May's Farm in Stansted Road. A total of 60 cars were parked along the road making it extremely dangerous. Daisy May's Farm sent a letter of apology, stating that they had an unprecedented turn out to their fund raising event.</p>	<p>The Planning Committee to take account of this problem when dealing with Daisy May's Farm recent planning application.</p>		
<b>18935</b>	<p><b>Finance Committee</b></p> <p>The following cheques and payments required for approval.</p>	<p>All cheques and payments approved for signing.</p>		
	100189	P Lees	£50.00	
	BACS	J F Knight Ltd	£2,784.00	
	BACS	M Burke	£285.00	
	100190	Essex Wildlife Trust	£200.00	
	BACS	HMRC	£301.75	
	100191	Neighborhood Watch Steering group	£30.00	
	BACS	Earthworms	£210.00	
	100192	Amenity Services	£550.00	
	BACS	Treecology	£450.00	
	BACS	L Johnson	£16.05	
	BACS	Wages	£950.22	
	100193	R Gronland	£15.75	

	BACS	Affinity Water	£15.20	
	100194	Elsenham New Village Hall	£12.00	
	BACS	Millways	£70.58	
	BACS	Elsenham Community Association.	£28.50	
<b>18936</b>	A summary of receipts and payments. Circulated.			Noted
<b>18937</b>	<b>Proposal</b> , EPC adopt the 'New Finance Regulations',			PJ proposed, DL seconded, the vote was carried unanimously. The 'New Finance Regulations' is now a working document.
<b>18938</b>	<p>Review of the 2015/16 budget.  EPC had a surplus of £5,500 at the end of the financial year 2014/15, therefore an extra £1,000 is to be added to the 'Playing field' budget to help with the extra maintenance work, caused by the saturated areas, £1,000 added to the 'War Memorial' budget to help with the engraving of the names, and £750 towards the maintenance of the public footpaths, for many years this has been carried out free of charge by SP, although EPC all agreed that this was very admirable and generous of SP, it was felt that EPC should not continue to take advantage and contractors should be paid in the future to carry out this work.  The rest of the surplus is to go to general reserve.</p>			
<b>18939</b>	LP and LJ signed the 'Annual Return' for the financial year 2014/15.			
<b>18940</b>	<p><b>Clerk's Report</b>  <b>Proposal</b>, EPC renew their membership to The National Allotment Society at an annual fee of £55.</p> <p><b>Proposal</b>, EPC renew their membership to the Institute of Cemetery and Crematorium, at an annual fee of £90.</p> <p><b>Proposal</b>, EPC enters the 'Best Kept Playing Field' competition 2015 at a cost of £10.</p> <p><b>Proposal</b>, EPC renew their membership to 'Essex Playing Fields Association' at an annual fee of £30</p>			<p>PJ proposed, DL seconded, the vote was carried unanimously.</p> <p>FL proposed, SP seconded, the vote was carried unanimously.</p> <p>RF proposed, AG seconded, the vote was carried unanimously.</p> <p>GW proposed, FL seconded, the vote was carried unanimously.</p>

	The Annual Parish Council meeting has been moved to the 18 May 2015, due to the election.  Despite chasing Highways, there has still not been a reply to the request from EPC to purchase and erect bollards on the grass verge along Henham Road.	Noted  FL to obtain a costing for this project to bring to the next Parish Council meeting.
<b>18941</b>	<b>Flooding – Orchard Crescent Ditch/Watercourse. Proposal,</b> EPC write to the relevant parties to establish ownership and maintenance responsibilities for the ditch.	PJ proposed, RF seconded, the vote was carried unanimously.
<b>18942</b>	<b>Rubbish at Station Car park</b> It had been noted that there was a lot of rubbish at the station car park; after EP spoke to the owner the bulk has been cleared away.	PL is to check on the current situation.
<b>18943</b>	<b>Litter Pick Day</b> Although a very wet morning 10 residents turned up to help and over 17 bags of rubbish were collected. The tools and jackets are now stored at Margaret Shaw's house.	
<b>18944</b>	<b>Transport.</b> Stansted Parish Council is still trying to have an extra bus stop installed in Lower Street.	
<b>Correspondence Received</b>		
<b>18945</b>	Uttlesford Statement of Community Involvement.	Noted
<b>18946</b>	EALC E bulletin 25 February 2015.	Noted
<b>18947</b>	Crime Report.	Noted
<b>18948</b>	Police Report 28 February 2015.	Noted
<b>18949</b>	Commonwealth Day 9 March 2015.	Noted
<b>18950</b>	Making the Link.	Noted
<b>18951</b>	Quotation for Alsa Wood inspection.	Noted
<b>18952</b>	Notification of Planning Site Visits.	Noted
<b>18953</b>	Final Stansted Airport Sustainable Development Plan.	Noted
<b>18954</b>	Flags – Breach of Planning Control.	Noted
<b>18955</b>	March County Update.	Noted
<b>18956</b>	EALC E bulletin 6 March 2015	Noted
<b>18957</b>	Police Report.	Noted
<b>18958</b>	ECC Elsenham Good Yard Old Mead Road.	Noted
<b>18959</b>	SSE Campaign Report.	Noted
<b>18960</b>	Police Report.	Noted
<b>18961</b>	Transport and Travel.	Noted
<b>18962</b>	EALC 20 March 2015.	Noted
<b>18963</b>	Police Report 21 March 2015.	Noted
<b>18964</b>	Planning Meeting 8 April 2015.	Noted
<b>18965</b>	Came & Company.	Noted

<b>18966</b>	Police & Crime Commissioner Meeting 14 May 2015	Noted
<b>18967</b>	EALC E Bulletin 2 April 2015.	Noted
<b>18968</b>	Making the Link.	Noted
<b>18969</b>	Thank you letter - Disabled spaces.	Noted
<b>Items to go on next agenda</b> (at Chairman's discretion, no decisions can lawfully be made under this item).		
<b>18970</b>	Verge along Henham Road. To have a second 'open to public participation' at the end of the meetings. Lamp post in Markwells.	LJ to add items to next meeting's agenda.
<b>18971</b>	This was the last meeting for Councillor Lucas and Councillor Woollvin, as both had decided not to re-stand as Parish Councillors. PL thanked DL for his work over the last year and GW for the many years of service he had given to EPC.	
<b>18972</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>Litter Picking in the village.</b> The village litter picker is going to keep a record of which streets she has visited during each month; EPC can then ascertain which streets may need to be covered on a more regular basis.	
<b>Meeting closed 21.15 pm. The Annual Parish Council Meeting will be held on 18 May 2015 at 8.00pm held in the Memorial Hall</b>		