

## **Minutes of Parish Council Meeting held on 2nd April 2012**

**Present:** Mr. P Johnson (Chairman), Mr. S Pimblett, Mr. R Franklin, Mr. C Clark, Mr. G Woollvin, Mr. P Clear, Mrs. P Lees, Mr. G Jackson, Mrs. F Lambert, Mr. M Pitcher, Mr. N Edwards, Mrs. L Johnson.

**Members of the Public:** 9. Cllr E Parr, Cllr R Gooding

**Apologies for Absence.** None

**17111**        **Declarations of Interest** - Mr. S Pimblett declared an interest in planning application UTT/0548/12/FUL.

### **OPEN TO THE PUBLIC.**

**17112**        Mrs. L Segar asked that in future would the Parish Council please remember to turn out all the lights when leaving the Memorial Hall, as one light had inadvertently been left on after the last meeting.

**17113**        Mr. J Segar asked if any waste skips had been ordered for the summer. The chairman replied that this had been discussed at a previous Parish Council meeting, a decision had been taken that the village would not continue with the skip hire due to the new charging from UDC.

**17114**        **Minutes** – Mrs. F Lambert raised her concerns that some cheques were not listed on the minutes, and since December 2011 the sequence of numbers did not always follow on. The Clerk explained that she could only record cheques on the minutes that had been signed at that meeting; the ‘missing’ cheques would have been signed between meetings and clarified at the finance committee meetings. The Minutes of the meeting held on 5 March 2012, having been circulated, was approved by the Parish Council and signed by the Chairman as a true record.

The chairman asked if the order of the agenda could be changed as Cllr. R Gooding had another meeting to attend, all were in agreement.

**17115**        **County Councillors Report** – Cllr. R Gooding reported Highways were no longer contracting the company ‘May Gurney.’ Highways are forming local panels to cover the Uttlesford District area with funds of £476,000 to distribute. Villages would need to present a proposal for work that they would like carried out, it would then go to a bidding process.

**17116**        **Planning Working Party Report.**

**Plans Received:**

(i) **UTT/0438/12/FUL** Erection of storage shed. Mr. P Welsh, Jia Cottage Fullers End, Elsenham, Bishops Stortford TL-536-256- **No Adverse Comment.**

Mr. S Pimblett left the meeting while this item was being discussed.

(ii) **UTT/0548/12/FUL** Single storey rear extension. Mr. S Pimblett, Gilders, Tye Green, Elsenham, Bishops Stortford TL 540-243- **No Adverse Comment.**

Mr. S Pimblett returned to the meeting

**17117** **Playing Field Committee Report** – Mr. P Clear proposed that the Parish Council approve in principal that monies up to the budget of £3500 be made available in order for the contractors to begin the annual maintenance of the playing fields. Mrs. P Lees seconded, the vote was carried unanimously.

**17118** **Finance Committee Report** – Mrs. P Lees reported that the Parish Council had spent 74% of the budget for the year 2011/12, Elsenham Parish Council is the only council in the district to have reduced their rates. Mrs. P Lees proposed that Elsenham Parish Council adopt the proposed 'Burial Fees', Mr. G Woollvin seconded, the vote was carried unanimously, the new burial fees are now a working document. Mrs. P Lees proposed that the Elsenham Parish Council adopt the proposed 'Function Delegated to Parish Council Committees', Mr. G Woollvin seconded, and the vote was carried unanimously. The 'Functions Delegated to Parish Council Committees' is now a working document. Mrs. P Lees proposed that the Elsenham Parish Council adopt in principle forming a 'Personnel Committee' Mr. G Woollvin seconded, the vote was carried unanimously. Mrs. P Lees asked councillors to think of projects to consider for the next financial year.

**17119** **Housing Development in Elsenham** – Mrs. P Lees proposed that a letter is sent to UDC complaining about two Councillors on the UDC Planning Committee who have publicly supported 'Option 4' the housing development between Elsenham and Henham. The Councillors have pre-determined their opinion, the consultation is not over and the plans are yet to be submitted. Mr. R Franklin seconded, the proposal was carried unanimously. Mrs. P Lees agreed to write the letter. Mrs. P Lees reported that the joint 'Parish Sterling Group' was holding a meeting on the 4th April 2012. It was anticipated that the committee would agree to pay for a professional traffic controller to survey traffic in the village, then a comparison could be made with the survey carried out by **The Crown Estate. IS THIS CORRECT?** Mr. P Johnson reported that the LDF consultation was to be held at the Memorial Hall in Elsenham on Monday 25th June 2012, they were also being

held at Takeley on Thursday 21st June, Great Dunmow on Tuesday 26th June, and Stansted on Thursday 28th June.

- 17120**      **Commitment to the Original Policy; No Road Improvements/ No New Houses** – Mr. G Woollvin made a clear objection to the easing of the steering group’s commitment to its original policy ‘No Road Improvement - No New Houses.’ The original tenets of the steering group were based on the resistance to the Crest Appeal which went to judicial review and was won on the issue of excess traffic on Grove Hill. Mr. G Woollvin stressed that as a group we had to do something.  
Mr. G Woollvin was satisfied to wait for the results of the ‘Parish Sterling Group’ traffic survey before presenting his proposal.
- 17121**      **Right of Way and Open Spaces Committee Report** – Mr S Pimblett reported that there was to be a ‘Good Friday’ walk. The foot bridge had still not been finished and new contractors were being sort. The litter picking weekend is to be held on the 28<sup>th</sup> and 29<sup>th</sup> April, lots of volunteers are needed.  
Heather Salvidge gave her tree warden’s report. The pear tree o De Mandville green had been pruned. Nine silver birch trees which have a tree protection order have been felled in the Orchard; Heather has arranged to meet with Mr. Smeeden to discuss this. There are still some logs in The Spinney suitable for firewood and brash suitable for garden supports if any villages would like to collect. Heather has found another bee orchid which she has transplanted to safer ground.  
Heather asked the Parish Council to consider over the next few years to make sites for wild flowers, particularly species that help the pollinating insects. Possible sites could be The Spinney, The Playing fields, The Church Yard, The Cemetery and Gilbey Cottages.  
It was agreed to circulate Heathers report so all councillors could study it. A subcommittee would then be formed.
- 17122**      **District and County Councillor’s Reports** – Cllr. E Parr reported that the green waste collection would begin this month; the glass collection has been postponed. The number of councillors at UDC would be cut due to a boundary review.
- 17123**      **Clerk’s Report** – The clerk asked for two authorised signatures on bank forms which were needed for Mr. P Johnson to become a signature on the Parish Councils bank account. The clerk asked for a backup for the council computer as she had recently lost some data. Mr. N Edwards kindly offered to donate an extneal hard drive for the clerk to use. The clerk reiterated a point from EALC, reminding all councillors that although it is acceptable to discuss items between meetings, great care must be taken that no decisions are reached. Councillors must attend meetings with an open mind, be prepared to debate and then decide which way to vote.

**Update from the last Parish Council Meeting** – The snowdrops have been dug up and re-planted. The Citizens Advice Bureau sent a letter of thanks for the £50 donation. The village logo has been reinstated for the Parish Council’s letter heading, a thank you goes to Mr. Newland for supplying the images. UDC has been informed of the litter picking weekend and will collect the litter on Monday 30 April. A quote for a new notice board had been received but not accepted as it had exceeded the agreed sum of £1000. Another quote is now required before a final decision can be reached. It was agreed that the clerk would go on two courses, ‘Freedom of Information’ and ‘Data Protection’

Cheques signed at the meeting by Mr. S Pimblett and Mr. R Franklin  
002394 Land Registry £5.00            002395 EALC £43.00  
002396 EALC £65.00                    002398 HM Revenue & Customs £87.60  
002399 Amenity Service £200        002400 EALC £430.56  
002401 & 002402 L Johnson & C Wylde Salary’s £528.92

**17124            New Flower Beds** – Mrs. F Lambert reported that she would like to thank both Cllrs. Morson and Parr for the payment of £800 towards the Jubilee flower bed project. All the flower beds have now been dug and prepared. Stage two is colour, cost and watering and as it is Jubilee and Olympic year, red white and blue theme would be appropriate. Mrs. F Lambert suggested Geraniums as they need less water than petunias. Mrs. F Lambert proposed that the ‘Lawn Ranger’ quote of £1,480 be accepted, this would be for 480 Geraniums plus labour, Mr. N Edwards seconded and the vote was carried unanimously. Mrs. F Lambert assured Mr. Segar that all his concerns about the flower beds he had addressed in his recent letter had been carefully considered before any decisions were taken. Mrs. F Lambert reported that a further £2200 would be needed in the autumn to remove the annuals and plant pansies and spring bulbs. It was agreed that the Parish Council would review this at the time. It was agreed that a working party comprising of Mrs. F Lambert, Mr. G Jackson and Mr. P Clear was formed to further this project. Mrs. F Lambert proposed that the Parish Council except the Lawn Rangers quote of £75 to repair, level and reseed the grass verge opposite the school, Mr. S Pimblett seconded, the vote was carried unanimously.

**17125            Transport** – Mr. J Segar reported that he had received some complaints about the time schedule of the new bus company, but that most of the passengers were happy with the service

#### **CORRESPONDENCE**

**17126            Highways Panel – Agenda 13 March. **Noted****  
**17127            EALC E-Bulletin/Consultation 01 March. **Noted****  
**17128            Weekly Email News Digest 5 March. **Noted****  
**17129            Sub-district 3 Inter-Parish Liaison committee meeting. **Noted****  
**17130            EALC E-Bulletin 08 March. **Noted****  
**17131            Monthly Planning Enforcement Report. **Noted****

- 17132 Publication of Council Minutes 23 February. **Noted**
- 17133 Letter from Mr Graham Heberton – Grass verge opposite school. **Noted**
- 17134 UDC Weekly List 02 March. **Noted**
- 17135 The Old Saw Mill Fullers End Eileen Kay. **Noted**
- 17136 Weekly Email News Digest 12 March. **Noted**
- 17137 Queens’ Diamond Jubilee & Olympic Torch Relay. **Noted**
- 17138 Letter from Children’s Hospice. **Mrs. P Lees proposed and Mr. R Franklin** seconded that £100 donation be sent, the vote was carried unanimously
- 17139 Acknowledgement from UDC Sue Kempster. **Noted**
- 17140 Parish Forum Andrew Taylor. **Noted**
- 17141 The Orchards Snowdrops. **Noted**
- 17142 Fly The Flag. **Noted**
- 17143 Olympic Torch Relay Volunteers. **Noted**
- 17144 EALC EBulletin 15 March. **Noted**
- 17145 Jubilee Fund Town Parish Council. **Noted**
- 17146 Letter from Anglian water, hosepipe ban. **Noted**
- 17147 Weekly Email news digests 19 March 2012. **Noted**
- 17148 Letter from UDC John Mitchell. **Noted**
- 17149 EALC E-Bulletin 22 March 2012. **Noted**
- 17150 Cloud Computing & Virtualization. **Noted**
- 17151 Transport and Travel update March 2012. **Noted**
- 17152 Weekly Email News Digest 26 March. **Noted**
- 17153 Parish Forum 12 March, Andrew Taylor. **Noted**
- 17154 Campaign Update SSE. **Noted**
- 17155 Letter from Eileen Kay. **Noted**
- 17156 Scrutiny Committee Saffron Walden. **Noted**
- 17157 Planning Committee 4 April Agenda. **Noted**
- 17158 Letter from Mr. & Mrs. Segar. **Mr. P Johnson and Mr. P Clear** have inspected the land and agree that work needs to be carried out; it will be discussed at the next playfields committee meeting
- 17159 Funding of Uttlesford CAB 2012. **Noted**
- 17160 NPPF Andrew Taylor. **Noted**
- 17161 SSE Campaign Update. **Noted**

**In accordance with section 1 of the Public Bodies {admissions to meeting} Act 1960, the public were excluded from the remainder of the meeting because publicity of the prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

- 17162 **Letter from Mr & Mrs Smith regarding the collapse of their boundary wall.** It was agreed to refund Mr. & Mrs. Smith £44.40 this being the sum that they had paid to establish the ownership of De Mandeville green. This cheque would be a gesture of goodwill made without prejudice from the Elsenham

Parish Council. It was agreed to inform the Essex Association of Local Councils regarding the situation.

**ANY OTHER BUSINESS**

**17163** Mr. C Clark informed the Parish Council that he is to attend a meeting of the UDC Standards Committee, as they had received five complaints against a councillor from another parish.

The meeting ended at 10.35