



## Elsenham Parish Council

### Minutes of Parish Council Meeting held on

**3 October 2016**

<b>Present Elsenham Parish Council (EPC)</b>	Mr. S Pimblett (Chairman–SP), Mr. P Clear (PEC), Mr. C Dunn (CD), Mr. R Franklin (RF), Mrs. A Gleeson (AG), Mr. R Gleeson (RG), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Miss. E Parr (EP) and Mrs. L Johnson (Parish Clerk–LJ).	
<b>Public</b>	10 plus Essex County Councillor Ray Gooding (RJG).	
<b>Apologies for absence</b>	Mrs. M Jackson (MJ).	
<b>Minute no.</b>	<b>Item</b>	<b>Actions agreed</b>
<b>19710</b>	<b>Election of Chairman Proposal</b> , SP to be elected Chairman.	FL proposed, AG seconded, the vote was carried unanimously.
<b>19711</b>	<b>SP signed the ‘Declaration of Acceptance of Office’</b>	
	<b>Election of Vice Chairman</b> There was no proposal for Vice Chairman.	
<b>19712</b>	<b>Declarations of Interest</b>	None
	SP said it was a sad loss for the Parish Council that Petrina Lees had decided to resign. Petrina had been an excellent Councillor and Chairman, working vigorously for ‘Save our Village’ campaign.	LJ to write a letter of thanks to Petrina.
<b>Meeting opened to public participation</b>		
<b>19713</b>	Essex Highways had stated that it was unlikely that any improvements can be made to the traffic lights at Grove Hill using their available funding. Highways said that Grove Hill was fairly unique in its layout with limited space. PJ asked RJG if ECC had any special funds for unique situations, RJG said he was not	

	aware of any.	
<b>19714</b>	Some resident's hedges in the village have started to encroach onto the pavement; this can make it difficult for cars when pulling out of turnings as it reduces the sight line, and for pedestrians, especially those with buggies, as the pavements are much reduced in places.	LJ to place article in the 'Elsenham News'. LJ to write letters to residents that hedges are causing a problem.
<b>Meeting closed to public participation</b>		
<b>19715</b>	<p><b>Actions from previous minutes</b> Traffic Lights at Grove Hill – <b>Reply Circulated.</b> Letter sent to Highways re street light Glebe End.</p> <p>Street lights in the service lane behind Rush Lane, these are owned by Granta Housing Association. Meeting arranged with Mr. N Brown. Response to UTT/16/2329/FUL – <b>Circulated.</b> Research on registering the Pump House – agenda item 17. One Stop parking – letter sent to Highways.</p>	<p>All actions noted.</p> <p>Street light is now working.</p>
<b>19716</b>	<p><b>Minutes</b> Council considered the minutes of the meeting held on 5 September 2016.</p>	Approved by EPC, signed by Chairman as a true and accurate record.
<b>19717</b>	<p><b>County and District Councillors' reports</b> RJG explained about the National Citizen Service, this is a national scheme which is run locally by ECC's Youth Service, and gives young people between 14 and 17 years-old, the chance to learn important life skills. This year the Council's Youth Service has been nominated for the national 'Children and Young People Now' award.</p> <p>RJG is looking for someone to represent this area and join 'The Young Essex Assembly' (YEA). The YEA is the elected Youth Council for Essex. 77 young people aged 14-19 are elected every 2 years to represent all young people in the county.</p> <p>RG reported that UDC had also formed a Youth Engagement Group. The following appeals for planning application have been refused: UTT/15/2982/FUL School Lane, Henham. APP/C1570/W/15/3131629 Travellers site at Hill Top Yard, Henham. The residents in Hailes Wood had complained that their internet and phone connections were very poor; RG is looking into the problem.</p>	

<p><b>19718</b></p>	<p><b>Planning Committee</b> Minutes of the planning meeting held on 22 September 2016. Circulated.</p> <p>Appeal Statement for planning application <b>UTT/15/3090/OP</b> Land North of Leigh Drive. Circulated</p> <p><b>UTT/16/2483/FUL</b> Erect one detached house and garage. Garden of 5 Corriander Drive, Elsenham.</p>	<p>Noted.</p> <p>Noted, members agreed this was an excellent response.</p> <p>No Comment.</p>
<p><b>19719</b></p>	<p><b>Housing Development in Elsenham</b> A letter from UDC was sent to all parishes on 27 July 2016. The letter listed the sites that may be included in the new Local Plan and asked Parishes for their comments. There are three sites in Elsenham which UDC has considered worthy for allocation, they are; Land north of Leigh Drive – 30 dwellings. Land north of Stansted Road – 30 dwellings. Land at Rush Lane, Robin Hood Road – 40 dwellings. PJ suggested that it would be best to respond once the consultation began which would be in early November 2016.</p>	
<p><b>19720</b></p>	<p><b>Playing Field Committee</b> PEC informed the meeting that the new equipment has now been installed in the children’s play area.</p>	
<p><b>19721</b></p>	<p><b>Rights of Way and Open Spaces Committee</b> Tree Warden’s report.</p> <p>The tree warden had stated in her report that the poplar tree on De Mandeville green was in poor health and needed to be felled.</p> <p><b>Proposal</b>, EPC send the letter regarding the level crossing proposals, which had been circulated to all Councillors.</p>	<p>Noted.</p> <p>LJ to obtain further quotes.</p> <p>CD proposed, EP seconded, the vote was carried unanimously. LJ to send the letter.</p>
<p><b>19722</b></p>	<p><b>Report on Essex Association of Parish Councils 22 September 2016.</b> RF attended the annual conference. There were a number of stands and representatives available; RF spoke to ‘A &amp; J Lighting Solution’ based in Witham. They do a range of low energy street lights, and have installed some of their products in Stansted. ‘County Broadband’ was present, The County Initiative Fund’ is linking with them in October 2016. RF also spoke to Essex Police and Colin Freeman who</p>	

	<p>is their ‘Community Consultant and Trainer’, RF explained EPC’s concerns regarding the lack of visible policing in the village.</p> <p>There were presentations from Roger Hirst, Police Crime Commissioner for Essex and Essex Police Chief Constable Stephen Kavanagh, both spoke of the financial restraints on policing.</p>			
<b>19723</b>	<p><b>Finance Committee</b> The following cheques and payments required for approval.</p>			CD proposed all cheques and payments approved for signing, RF seconded, the vote was carried unanimously.
	BACS	EALC	£85.00	
	BACS	J P Leech	£252.00	
	100247	Marie Curie	£25.00	
	BACS	Affinity Water	£17.33	
	BACS	P Clear	200.75	
	BACS x 3	Wages	£1,168.83	
	BACS	HMRC	£168.99	
	BACS	Proludic	£5,538.16	
	100248	R Franklin	£8.00	
	BACS	Alpha Software	£135.60	
	BACS	M Burke	£1,260.00	
	BACS	L Johnson	£53.73	
	100249	Elsenham Flower Show Society	£8.50	
<b>19724</b>	<p>A summary of receipts and payments. Circulated. Minutes of the Finance meeting held on 29 September 2016.</p> <p><b>Proposal</b>, EPC gives a £10 Christmas bonus to both litter pickers.</p> <p><b>Proposal</b>, EPC gives a £50 gift voucher as a Christmas bonus, to LJ.</p> <p><b>Proposal</b>, EPC spend up to £600 on a new Parish Council’s laptop.</p> <p><b>Proposal</b>, AG is elected onto the Finance Committee.</p> <p><b>Proposal</b>, EPC respond to the government, strongly</p>			<p>Noted. Noted.</p> <p>CD proposed, PJ seconded, the vote was carried unanimously.</p> <p>CD proposed, FL seconded, the vote was carried unanimously.</p> <p>CD proposed, RG seconded, the vote was carried unanimously.</p> <p>CD proposed, EP seconded, the vote was carried unanimously.</p> <p>CD proposed, PEC</p>

	<p>objecting to capping the precept to the parish sector.</p> <p>CD asked that all committees and working groups send their budget figures for 2017/18 to LJ before November's meeting.</p> <p>In January 2017, PJ and PEC are going to look at the grass cutting contract, identifying any changes that need to be made and arranging for tenders.</p>	<p>seconded, the vote was carried unanimously. CD to write response.</p>
<p><b>19725</b></p>	<p><b>Clerk's report</b>  <b>Update on electing a new Councillor.</b>  Notices stating that a vacancy on EPC has occurred have been displayed on the village notices boards.  The notice explains that an election will be held to fill this vacancy if UDC is requested to do so by ten local government electors before 6 October 2016. If such requests are not forthcoming, the Parish Council will be able to fill the vacancy by co-option following this date. The vacancy will then be advertised on the village notice boards and the 'Elsenham News'.</p> <p>It has been brought to EPC's attention that a privately owned hedge on Station Road; is now obscuring the site line for cars pulling out of the Ridley Gardens junction.</p> <p>The brambles on Station Road by Ridley Gardens are encroaching onto the public footpath. This land is still owned by the developers and therefore does not get cut back regularly.</p> <p><b>Proposal</b>, EPC donates £50 as a contribution towards the making of the Gate Sticks.</p> <p><b>Proposal</b>, EPC donates £100 to Essex Air Ambulance.</p> <p><b>Proposal</b>, EPC donates £200 towards the village Christmas tree.</p> <p><b>Proposal</b>, EPC renew their membership to 'Stop</p>	<p>LJ is to write to the owner.</p> <p>CD has now cut these back.</p> <p>Proposed by AG, seconded by PEC, the vote was carried unanimously.</p> <p>FL proposed, PJ seconded, the vote was carried unanimously.</p> <p>FL proposed, PJ seconded, the vote was carried unanimously.</p> <p>SP proposed, RF</p>

	<p>Stansted Expansion' membership fee of £10 plus a donation of £50.</p> <p>Estate Agents have erected their 'For Sale' boards on Oziers Green.</p> <p><b>Proposal</b>, EPC give permission for Elsenham WI to stage a 'Field of Remembrance' in the Memorial Garden using knitted poppies.</p> <p>RJG agreed to contact Essex Highway Rangers again, asking them to cut back the vegetation along Stansted Road.</p>	<p>seconded, the vote was carried unanimously.</p> <p>LJ to write to the estate agents asking them to remove them.</p> <p>AG proposed, RF seconded, the vote was carried unanimously.</p>
<b>19726</b>	<p><b>Flowerbed Committee</b></p> <p><b>Proposal</b>, EPC elects a Councillor to become a member of the Flowerbed Committee.</p> <p>It was agreed to defer this item until the Chairman of the Flowerbed Committee MJ, was available.</p>	
<b>19727</b>	<p><b>Cycles on pavements</b></p> <p>Adults and children riding their bicycles on the pavements is becoming a greater problem around the village. Not only is this illegal it is very dangerous when vehicles are pulling out of driveways.</p>	<p>LJ to place an article in the 'Elsenham News'.</p>
<b>19728</b>	<p><b>The Mortuary Chapel</b></p> <p>PEC explained that the scope of the project to renovate the chapel has now changed. The chapel working Group has contacted 'Our Heritage' who would only consider funding the project as a complete entity from start to finish; it would also require toilet and kitchen facilities being installed.</p> <p>Once the chapel was completed there would be ongoing costs, these could be offset by charging a small amount for hiring out the building.</p> <p><b>Proposal</b>, EPC apply to the 'Heritage Lottery Fund' for funding of £72,000, in order to renovate the mortuary chapel.</p>	<p>AG proposed, FL seconded, the vote was carried unanimously.</p>
<b>19729</b>	<p><b>The Pump House</b></p> <p>RF had carried out some extensive research on how to transfer the Pump House from The Gilbey Trust to EPC. Nockolds Solicitors will charge us at least £800 to register the Pump House into the Parish Council's name, plus this would also require a quotation of the value of the Pump House, which is another £750.</p> <p>RF researched Statutory Declarations, Mr. Walter Gilbey would need to sign one stating that the Gilbey</p>	<p>RF to contact Mr. Walter</p>

	Trust have maintained the Pump House over many years, and Mr. Gordon Barker would sign one; Mr. Barker has lived in the village all his life, and has agreed to this. The documents would have to be witnessed by a JP. These documents would then be kept at Nockolds, EPC do not have to register the Pump House with Land Registry.	Gilbey's solicitors Stanly Tees.
<b>19730</b>	<b>Transport</b> The transport consultation has now ended; 40 people from the village completed the questionnaire. RF is to attend a transport meeting on 21 October 2016, where he may be able to see a preview of the results.	
<b>Correspondence Received</b>		
<b>19731</b>	Training E Bulletin 1 September 2016	Noted
<b>19732</b>	EALC E Bulletin 2 September 2016	Noted
<b>19733</b>	PPWG – documents	Noted
<b>19734</b>	Local Plan Exhibitions	Noted
<b>19735</b>	Training E Bulletin 8 September 2016	Noted
<b>19736</b>	Highways Reply regarding Grove Hill	Noted
<b>19737</b>	EALC E Bulletin 9 September 2016	Noted
<b>19738</b>	Police Report 12 September 2016	Noted - there have been several vehicles broken into around the village over the last few weeks.
<b>19739</b>	Making the Link, September's edition	Noted
<b>19740</b>	Planning Committee UDC 21 September 2016	Noted
<b>19741</b>	Initial proposal for new parliamentary constituency boundaries in England	Noted
<b>19742</b>	Anglia level Crossing Reduction Strategy	Noted
<b>19743</b>	Revised Hearing Programme ECC	Noted
<b>19744</b>	EALC E Bulletin 16 September 2016	Noted
<b>19745</b>	Training E Bulletin 16 September 2016	Noted
<b>19746</b>	Six new dwellings at Alsa Leys – names	Noted – RF to send to LJ two more names of men that lost their lives in the wars.
<b>19747</b>	Very High Importance, only 2% increase on the precept	Noted
<b>19748</b>	Police Report 26 September 2016	Noted
<b>19749</b>	Introduction to the Highway Practice Note (HPN) to local flooded roads	Noted – this report is to ascertain divisions for when roads are flooded, so vehicles do not plough through floods. Unfortunately all the roads out of Elsenham tend to become flooded;

		therefore no divisions can be put in place.
<b>19750</b>	Annual General Meeting of Uttlesford Citizens advice	Noted
<b>Meeting opened to public participation</b>		
<b>19751</b>	It was thought that EPC should respond to the 'Local Plan Residential Allocations in Towns and Villages' now and not wait until the consultation begins.	LJ to respond stating 'We are considering our response'. The Planning Committee to respond.
<b>19752</b>	A breaker to control the flow of water was being installed in Orchard Crescent. The problem was that the water pipe in Orchard Crescent is larger than the water pipe that it flows into on Station Road and therefore this is causing back pressure to build up.	
<b>Meeting closed to public participation</b>		
<b>Items to go on next agenda</b> (at Chairman's discretion, no decisions can lawfully be made under this item).		
<b>19753</b>	There were no items for the next agenda.	
<b>Meeting closed 10.10pm, the next Parish Council Meeting will be held on 7 November 2016, at 8.00pm in the Memorial Hall</b>		