



Elsenham Parish Council

Minutes of Parish Council Meeting held on 5th November 2012

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

Members of the Public: 22, Cllr E Parr, Cllr R Gooding, Cllr D Morson

Apologies for Absence: Mr. Colin Clarke

17524 **Declarations of Interest** – Mr. R Franklin declared an interest on traffic calming along Stansted Road, number 10 on the agenda, as he resides in Stansted Road.

As Mr. Geoff Burrows had not arrived it was agreed to change the order on the agenda.

OPEN TO THE PUBLIC.

17525 Mrs. Segar reported on a car accident that had occurred on Saturday 27th October 2012 along Stansted Road. The cause of the accident was deemed to be the un-repaired drain cover, bad signage and a muddy leafy road. Mrs. Segar stated that the problem of the drain had been brought to Elsenham Parish Council's attention as soon as it was noticed, but it was never recorded in the minutes, it had also not been recorded in the Stansted Parish Council's minutes, as their policy is to forward any road repairs straight on to County Highways. Mrs Segar understood that several councillors had repeatedly reported this problem to Essex County Council and hoped that a log had been kept. Mrs Segar asked that in future should anything be flagged up at a meeting that it goes on the minutes, and also that a copy of the accident report is kept with the minutes of this meeting.

- 17526** Mr. Segar stated that he did not think the housing developers should be invited to do presentations at Parish Council meetings as it gave the impression the Parish Council were in favour of the development. Mr. N Edwards responded by saying that the invitation of a developer's representatives to a Council Meeting does not mean that the Parish Council were in favour of the development in question, but instead allows councillors and members of the public to have a say. Mr. N Edwards stated that he would prefer to be kept informed of developer's intentions and mentioned that developers often request private meetings with Councillors, which is something that he would not be comfortable with. A public meeting at which developers are invited to attend and answer questions from Councillors and the public is, therefore, a good compromise.
- 17527** A resident from Stansted Mountfichet stated that Elsenham had an immense amount of support from the residents of Stansted regarding the objection to The Fairview Development. He felt that Elsenham Councillors should go to a Stansted Parish Council meeting to ask them to take a more positive roll. Mr. N Edwards responded by saying that Stansted's Parish Council had recently helped in delivering 3000 leaflets, and that support from Stansted was very much appreciated.
- 17528** Dr. Mott referred to number 10 on the agenda and asked councillors to take the views of residents who live along Stansted Road when considering possible traffic calming.
- 17529** Dr. Mott referred to item 7 on the agenda stating that the reference number was incorrect and should read UTT/12/5497/50.
- 17530** **Presentation by Mr. Geoff Burrows, (Managing Director of Wormald Burrows Partnership Ltd) Mr. Andrew Dutton (Strategic Land Director, Persimmon Homes) and Ms. Nicky Parsons (Pegasus Planning Group)**
A short presentation was given on the latest layout for 36 new homes, a new public car park and a new play area on the land adjacent to Hailes Wood, Elsenham. Changes had been made to reduce the number of houses from 38 to 36, increased visitors parking provision, improvements to parking on Hailes Wood and changes to the entrance of the development. Councillors and members of the public were given the opportunity to ask questions of the representatives and raised number of concerns including the amount of extra traffic that would be brought to the village, issues surrounding speeding cars and the one way system incorporated into the proposal. The overall consensus from Councillors and the public was that they were strongly against this development.

17531 **Minutes** – The Minutes of the meeting held on 1st October 2012, having been circulated, was approved by the Parish Council and signed by the Chairman as a true record.

17532 **District/County Councillors Report**

Cllr. R Gooding reported on a study that the government had invited Essex County Council to participate in, called the 'Joint Study Community Budget', the study took ten months and the final report was submitted in November. The intent of the study was to look at how different department worked, to try and get departments interacting and liaising with each other, this would stop work from being duplicated. The issues that were studied were domestic violence, dysfunctional families, re-offending and health and wellbeing. The aim of the study is to save money and to improve the help and support that County Councils provide.

17533

Cllr. D Morson reported that he had recently held a meeting with Mr. Andrew Taylor (Assistant Director Planning and Building Control) regarding the Fairfield proposed housing development. At the meeting it was discussed that if Uttlesford District Council rejects Fairfield Housing Development in January 2013 it would then possibly go to appeal. In the past developers such as Charles Church had been successful at this stage, and developments such as The Orchards which UDC rejected, went to appeal and were successful. To try and stop this from happening with Fairfield Partnership should UDC reject the proposal and it goes to appeal, UDC hope to appoint a barrister to represent them.

Cllr. D Morson reported on the on-going electoral review of Uttlesford. At present Uttlesford have 44 councillors, this will be reduced to 39. The review will also redraw Council wards boundaries across the district, at present Elsenham and Henham form a ward together. Mr. Peter Snow's (Democratic and Electoral Services Manager) new arrangement model would place Henham as a standalone ward and Elsenham joined with Takeley, Cllr. D Morson did not agree with this and felt that Elsenham and Takeley as a ward would be too large and disparate.

17534

Cllr. E Parr stated that she still had some funds left from the 'New Home Bonus', and asked if anybody had any good ideas on how the funds could be spent.

17535

Planning Working Party Report

- **UTT/2/5497/S0.** Land north-east of Elsenham outline planning applications, environmental impact assessment, The Fairfield Partnership.

It was agreed to respond that although Elsenham Parish Council were against this development, they would voice their comments once the proposed plans were available, these comments would be along the lines that the development went against the UDC Draft Local Plan.

- **UTT/12/5508/FUL. Proposed development of 6 new dwellings, land at Alsa Leys.** It was agreed to respond that this development would affect TPO no 8/72 two individual oak trees. Due care must be taken so as not to cause any damage to the limbs or the root systems. Although the car space allowance conforms to the minimum guidelines, the Parish Council felt that there were insufficient car parking facilities and that the formula used should be addressed so as not to cause parking difficulties.

17536 Playing Field Committee Report

Mr. P Clear reported that he had recently inspected the trees around the playing field to establish which required trimming, this is now in hand and would soon be completed.

Mr. P Clear has made arrangements for all the white line markings in the car park to be repainted, including the disabled sign.

Mr. P Clear proposed and Mrs. P Lees seconded that funds up to £285 are available to remove the old basketball post and fix the new hoop to the remaining post, the vote was carried unanimously.

17537 Finance Committee Report

The following cheques and payments were approved for signing.

002487	Essex Police Authority	£2016.00
002488	Poppy Appeal	£80.00
002489	Elsenham Village Hall	£12.00
002490	Elsenham Community	£48.75
002491	Mrs F Lambert	£72.00
002492	Stop Stansted Expansion	£10.00
002493	L C Johnson	£120.00
002494	L C Johnson	£149.00
002495	L C Johnson	£105.96
002496	Rialtas Business Solutions	£124.80
002497	L C Johnson	£19.97
002498/500/01/04	Salaries	£772.65
002499	May Gurney Ltd	£135.20
002502	M Burke	£430.92
002503	H Salvidge	£48.80
002505	L C Johnson	£20.70
002506	Millways Office Supplies	£90.74

- 17538** Mr. M Pitcher reported that he had looked into the query raised at the last meeting regarding the budget for the football club receipts, and that the original budget of £1300 was correct.

- 17539** The precept calculation spread sheets were circulated at the meeting. Mr. M Pitcher reported that the finance committee were proposing a precept of £45,000 for 2013/14. Mr M Pitcher asked all councillors to study the budgets and to inform him of any concerns/worries they may have before next month's meeting, as the precept will have to be agreed by Full Council then.
- 17540** A summary of receipts and payments were circulated, no questions were raised.
- 17541** It was proposed by Mr. M Pitcher and seconded by Mrs. P Lees that the Parish Clerk is paid an extra 59½ hours per her contract due to Cilca training. The vote was carried unanimously.
- 17542** It was proposed by Mr. M Pitcher and seconded by Mr. P Clear that the Finance Committee powers be revised to allow them to review and approve overtime carried out by the Parish Clerk. The vote was carried unanimously.
- 17543** It was proposed by Mr. M Pitcher and seconded by Mrs. F Lambert that back-up software for the Parish Council's computer is purchased at a cost of £35. The vote was carried unanimously.
- 17544** It was proposed by Mr. M Pitcher and seconded by Mr. R Franklin that funds up to the value of £362 are made available for the purchase of two grit bins. The vote was carried unanimously.
- 17545** It was proposed by Mr. M Pitcher and seconded by Mrs. F Lambert that a laminator is purchased at a cost of £30. The vote was carried unanimously.
- 17546** **Housing Development in Elsenham**
Traffic calming along Stansted Road
Mrs. P Lees reported that about two years ago a pole was carried out as to whether residents of Stansted Road would like traffic calming installed, and that only two houses were against the idea. The decision was sent to Essex County Highways, but the Parish Council have had no further correspondence concerning this matter. The Parish Clerk is to contact Highways to see if any progress has been made, before the council can consider the matter further.
- 17547** **Land North-East of Elsenham outline planning applications**
Mrs. P Lees reiterated Cllr. Morson point that if Fairfield's propose housing development goes to appeal, a barrister needs to be appointed by UDC. It is essential that as many people as possible go along to the exhibitions held by the Fairfield Partnership, as part of the planning process to develop the land between Elsenham and Henham with between 800 and 3000 new houses. At the Joint Parish Steering Group meeting, volunteers were asked to distribute leaflets throughout the villages urging people to attend the

exhibitions. On the day of the exhibitions volunteers will go from house to house reminding people to attend and register their objections. The Elsenham exhibition is to be held on Saturday 17th November, Henham's is to be held on Saturday the 10th November. The Fairfield Partnership will be holding exhibitions in Dunmow, Stansted and Saffron Walden, in the hope that these villages will support the Elsenham development, volunteers will be outside the exhibitions to speak to attendees.

When the application is submitted in early 2013, responses will have to be received by UDC within 21 days. Volunteers will be needed to knock on doors and remind residents to fill in the response to UDC within the allotted time.

17548 Mr Aldridge's Letter regarding the parking at The Orchards development.

Mr. Aldridge's letter had been circulated before the meeting along with the response from Persimmon Homes Essex. After discussing the matter it was agreed that the only way to stop this happening with any future development in Elsenham was to have a Section 106 in force regarding reasonable parking, but that this would need the support of the relevant authority.

17549 Right of Way and Open Spaces Committee Report

Tree Warden's Report was noted.

At the latest Right of Way and Open Spaces committee meeting, great concern had been voiced regarding the Oak tree at Fedham Court car park. This tree is potentially very dangerous with large dead branches overhanging the pedestrian footpath and the highway. Essex County Council has sent letters to the owner about how dangerous this tree is, but the tree owner has not responded or taken any action as yet. It was agreed to contact Highways and ask them to carry out the work that was necessary and then invoice the owner.

17550 Clerk's Report

Mrs. L Johnson reported that Circus Tyanna had asked if they could hire the recreation ground for one week next year to accommodate their circus, it was agreed to refuse the request due to damage that may be caused to the playing field.

It was agreed that Mrs. L Johnson would contact Mr. Ben Simpson from Carter Jonas to ascertain more information regarding his presentation he would like to give to the Council. No fixed date for the presentation has been made.

Mrs. L Johnson informed the council that a presentation is to be given by Mrs. Sophie Robinson on affordable housing at the next Parish Council meeting to be held on the 3rd December 2012.

Mrs. L Johnson informed the Parish Council that at January's Parish Council meeting it had been agreed a donation towards the village Christmas tree would be given each year. It was proposed by Mrs. F Lambert and seconded by Mr. G Woolvin to give a donation this year of £100, the vote was carried unanimously.

It was proposed by Mr. M Pitcher and seconded by Mr. P Johnson that the Parish Council renew their membership to 'Campaign to Protect Rural England' at a cost of £29 for the annual membership plus £21 as a donation. The vote was carried unanimously.

Mrs. L Johnson informed the Council that Mr. David Brown from the Stansted Hall & Elsenham Cricket Club had asked if the Parish Council would write a letter giving their support to club, for the purpose of trying to obtain a grant. It was agreed that the Parish Clerk would write such a letter on behalf of the Parish Council.

Mr. P Clear agreed to attend the Gypsy and Traveller training session at UDC on the 19th November 2012.

Mrs. L Johnson announced that Elsenham Parish Council had achieved a gold award from 'Essex Playing Fields Association' for maintaining the children's playground to the highest standard and a silver award for the maintenance of the playing fields.

17551

Flowerbeds

Mr. P Clear reported that funds in the flower bed budget were at present £500 from the New Home Bonus scheme, plus £200 that the Parish Council had previously been authorised. He therefore proposed that a further £200 is made available to enable Mr. M Burke to carry out the work to raise the flower bed on the corner of Robin Hood Road and Stansted Road. The proposal was seconded by Mrs. F Lambert, and the vote was carried unanimously.

Mrs. F Lambert reported that lots of bulbs had been planted in the village, along Stansted Road, Station Road, Henham Road and parts of the playing fields, come spring time the village should be very colourful.

17552

Lych Gates Restoration Project

Mr. P Johnson reported that two quotes had been received for restoration work on the lych gate. The working party recommend the Parish Council use Pickfords to carry out the work. Their quote was £3240, this was the cheapest quote and the company appeared to be more specialised in the kind of work required for this project. Mr. P Johnson proposed that the Parish Council use Pickfords and that the work can begin, Mr. P Clear seconded and the vote was carried unanimously.

17553 Chapel Restoration Project

Mr. P Johnson reported that he was awaiting the results of the tests that had been carried out regarding the subsidence to the chapel. The Parish Council had been successful in their bid to obtain a £3000 grant from the UDC Jubilee Fund, however conditions had been placed on the use of the monies, namely that the grant must only be spent on the chapel and only for restoring the building as a historical centre for Elsenham. It was agreed to wait until December's meeting to decide whether to except these terms, as the results of the tests would be back and the Parish Council would then have a clearer picture of how much the whole project would cost.

17554 Personnel Committee

The proposed draft document for a Personnel Committee setting out delegated powers and responsibilities was circulated, Mr. P Johnson, Mr. M Pitcher, Mr. S Pimblett and Mr. N Edwards all agreed to be members of the Personnel Committee, Mr. P Johnson proposed and Mrs. P Lees seconded that the draft proposal is adopted by the Parish Council and the vote was carried unanimously. The proposed draft document for the Personnel Committee is therefore now a working document.

17555 Allotments

Termination of Tenancy

Mr. P Johnson proposed and Mr. R Franklin seconded that a letter is sent to all allotment tenants advising that the Parish Council is serving a 'Notice to Quit' effective as of 30th November 2013. The existing tenants will however be invited to enter into a new tenancy agreement with the Council. The notice to quit is a necessary legal process to allow the Parish Council to revise the existing tenancy agreement, the vote was carried unanimously. It was agreed to reverse the next two points on the agenda

Revision of Council's Tenancy Agreement and Allotment Rules

It was proposed by Mr. P Johnson and seconded by Mrs. P Lees that a working group is established to review, and if required, amend/revise the Parish Council's existing 'Agreement and Allotment Rules'. The vote was carried unanimously. Mr. P Johnson, Mr. P Clear, Mrs. P Lees, Mr. S Pimblett and Mr. N Edwards all agreed to be members of the 'Allotment Working Group'.

Warning letters/Notice to improve

Mr P Johnson proposed and Mrs. F Lambert seconded that this item could be delegated to the 'Allotment Working Group'. The vote was carried unanimously.

**17556 Council Ownership of Public Open Space land
The Spinney**

Mr. P Johnson proposed and Mrs. P Lees seconded that a letter is sent to UDC requesting that since part of the land forming the Public Open Space (under the terms of the Section 106 Agreement) has been taken by the developer

(David Wilson Homes) and now forms part of Leigh Drive development, the District Council should investigate the legal position, with a view to preparing an amendment to the agreement and also consider financial compensation to the Parish Council for the loss of open space. The vote was carried unanimously and Mr. P Johnson agreed to write the letter.

Oziers Green

Mr. P Johnson informed the Parish Council that a Land Registry search had now confirmed that Oziers Green is currently owned by Federated Homes Ltd, the developer of De-Mandeville, Oziers and Markwells housing development. Federated Homes is listed at Companies House as 'in Liquidation'. Mr. P Johnson proposed and Mrs. P Lees seconded that a letter is sent to UDC, asking them how the Parish Council pursues the ownership of the Oziers Green land. The vote was carried unanimously.

17557

Transport

Mr. Segar reported that on Saturday 27th October 2012 he was waiting at the bus stop when bus number 118 continued along Stansted Road without stopping, Mr Segar has made an official complaint to the bus company.

CORRESPONDENCE

- 17558** Weekly Email News Digest – 8th October 2012. **Noted**
- 17559** Department for Communities and Local Government. **Noted**
- 17560** Working Party 19th October 2012. **Noted**
- 17561** North Community Forum. **Noted**
- 17562** EALC E-Bulletin 4th October 2012. **Noted**
- 17563** Making the Links. **Noted**
- 17564** Code of Conduct. **Noted**
- 17565** Rural Opportunities Bulletin. **Noted**
- 17566** Concerned about aircraft noise? **Noted**
- 17567** Weekly Email News Digest – 1st October 2012. **Noted**
- 17568** Uttlesford District Council New event available. **Noted**
- 17569** EALC Technical reforms of council tax. **Noted**
- 17570** SSE Wood Autumn Tidy Up. **Noted**
- 17571** Essex Police and Crime Panel. **Noted**
- 17572** Elsenham 10km charity walk. **Noted**
- 17573** Henry Evans – Antarctica expedition. **Noted**
- 17574** Members Interests – to Declare or not Declare. **Noted**
- 17575** Localism Act . **Noted**
- 17576** Weekly Email News Digest 15th October 2012. **Noted**
- 17577** SSE Parish & Town Council Liaison meeting 20 September 2012. **Noted**
- 17578** Rural Service Network. **Noted**
- 17579** Linking Community Led Plans to Policy and Strategy. **Noted**
- 17580** Playground special offer. **Noted**
- 17581** Weekly Email News Digest – 22 October 2012. **Noted**
- 17582** Electoral Review of Uttlesford. **Noted**
- 17583** Weekly Email News Digest – 29 October 2012. **Noted**

- 17584** SSE Campaign Update October 2012. **Noted**
17585 Cabinet Decisions – 25 October 2012. **Noted**
17586 Transport & Travel Update October 2012 – Issue 24. **Noted**
17587 Rural Opportunities Bulletin. **Noted**

Items to go on next agenda (at the Chairman’s discretion, no decisions can lawfully be made under this item).

- 17588** Mr. R Franklin reported that he will be sitting once again on the judging panel for ‘The Big Society Fund’, which is administered by Essex County Council.

The meeting closed at 10.20

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.

- 17589** Casual Vacancy on the Elsenham Parish Council.
Mr. Robert Bayley gave a short presentation on why he would like to become a Parish Councillor and what he felt he could offer the community.
Councillors were given an opportunity to ask questions of Mr. Bayley.
Mrs. P Lees proposed that Mr. Robert Bayley is co-opted on to the Elsenham Parish Council as from today, 5th November 2012, Mr. G Woollvin seconded the proposal the vote was carried unanimously.

- 17590** Mr. R Bayley signed the ‘Declaration of Acceptance of Office’.

The Chairman and councillors welcomed Mr. R Bayley on to the Parish Council.

The meeting closed at 10.50pm

Next Meeting - Monday 3rd December 2012 at 8.00pm held in the Memorial Hall