



Elsenham Parish Council

Minutes of Parish Council Meeting held on 7th January 2013

Present: Mr. N Edwards (Chairman), Mr. C Clarke, Mr. G Woollvin, Mr. R Franklin, Mr. P Clear, Mrs. F Lambert, Mr. P Johnson, Mr. M Pitcher, and Mrs. L Johnson.

Members of the Public: 13

Apologies for Absence: Mr. S Pimblett, Mrs. P Lees, Mr. R Bayley, Cllr D Morson, Cllr E Parr.
Apologies for lateness: Mr. N Edwards.

Due to the Chairman, Mr N Edwards being unavoidably delayed and the absence of the vice Chairman Mr. S Pimblett, Mr. R Franklin adopted the role of Chairman.

17648 **Declarations of Interest** - Mr. R Franklin declared an interest in any discussion concerning Stansted Road due to him residing in this road.

17649 A short presentation was given by Mr. Richard Murdock (Associate Director), and Mr. Jason Leonard from Wood Hardwick Planning Ltd, architects and development consultants. This company acts on behalf of the landowner of site allocation Policy 2, land west of Hall Road, Elsenham.
Mr. R Murdock informed the meeting that the proposed planning application for 115 houses which would include 2, 3, 4 and 5 bedroom houses, 40% affordable housing and 5% bungalows would be submitted at the end of January 2013. Within the 106 agreement a hectare of land with access would be bestowed to Elsenham Primary School, and a donation of money to the village towards a new hall.
Concerns from the Councillors and the public was the increase in extra traffic using Hall Road, which is a dangerous road due to its very poor condition and being very narrow in places, the lack of parking facilities, extra water running into the brook causing it to flood, and that there were two proposed developments in close proximity of each other namely, Hall Road and Hailes Wood.

OPEN TO THE PUBLIC.

- 17650** Mr. Bush reported that the drain on the railway bridge in the High Street was once again blocked, the Parish Clerk agreed to report this to Highways.
- 17651** Mr. Segar stated that it was a disgrace that the pothole along the B1051 Stansted Road had not been minuted when it was first mentioned. A very serious car accident had occurred along this road which may have been avoided if the pothole had been repaired sooner.
- 17652** Mr. Segar complained about the development in Station Road, as well as the appalling state of the road, the construction vehicles' number plates were obscured with mud, their cargo was not sheeted over and the sweeper was digging up tarmac along the kerb. Mr. Segar felt very strongly that not enough was being done to improve the situation, and that the village should have a guarantee that the developers Charles Church will make good any damage to the road and verges that have been caused by their heavy construction vehicles. It was agreed that the Parish Clerk would contact the local police regarding the obscured number plates and the cargo not being sheeted. As Mr. Chris Stoneham (Senior Customer Officer at Essex County Council) would be visiting Elsenham on the 8th January, Mrs. F Lambert agreed to ask Mr. Stoneham while he was in the village, would he take a drive down Station Road to see the dreadful condition it is in.
- 17653** Mrs. Asinya requested once again for a bus shelter along Station Road, the Parish Clerk informed her that she had contacted Highways and a meeting was going to be arranged with Mr Andrew Scullion, (passenger transport officer Essex Highways) regarding the preparations for installing a new shelter.
- 17654** Mrs. Asinya suggested that trees are planted in the three flower beds by the Memorial Garden.
- 17655** Mrs. Asinya asked if a 'way in' and way out' could be painted at the entrance and exit of Ambrose Corner, the Chairman pointed out that this land did not belong to the Elsenham Parish Council and even if signs were painted, there was no way that it could be enforced.
- 17656** A resident thanked Mr. P Clear for arranging the illumination on the speed bumps in the playing field car park.
- 17657** **Minutes** – The Minutes of the meeting held on 3rd December 2012 having been circulated, was approved by the Parish Council and signed by the Chairman as a true record.

- 17658 District/County Councillors Report**
Due to the district councillors having to attend another meeting and the county councillor not being in attendance there was no report this month.
- 17659 UTT/12/5656/FUL.** Demolition of outbuilding and brick boundary wall. Replacement of close boarded fence with 120mm high picket front boundary. Erection of close boarded fence to side boundary. The Crown Inn, High Street.
No adverse comment.
- 17660 Playing Field Committee Report**
Mr. P Clear reported that due to the time of year the Playing Field Committee had not held a meeting this month. The white lines had been completed in the car park and illuminating work carried out on the speed bumps. A meeting of the Playing Field Committee is to be arranged in the near future to discuss the annual maintenance contract, which will affect the football club fees for 2013/14. Mr. P Clear stated that the road at the entrance of the playing field was in need of repair, the clerk said that she had informed Highways on the 10th December 2012, but she would contact them again.
- 17661** Mr. P Clear proposed that the Parish Council accepts Mr. M Burke's quote of £295 to extend the fencing and supply and fix paving slabs in front of the notice board in Station Road, Mr. G Woolvin seconded, the vote was carried unanimously.
- Mr. N Edwards arrived at the meeting, and apologised for being late, thanked Mr. R Franklin for stepping in for him and took over chairing the meeting.**
- 17662 Finance Committee Report**
The following cheques and payments were approved for signing.
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| 100019 | Earthworms Sports Ground | £800.00 |
| 100020 | Millways Office Supplies | £183.00 |
| BAC's | M Burke | £616.50 |
| 100022 | Elsenham Village Hall | £ 12.00 |
| 100023 | T & F Design | £384.00 |
| 100024 | Cartledge | £291.62 |
| 100025 | Herts Air Ambulance | £ 50.00 |
| 100027 | Whyare Inspired Ltd | £ 62.50 |
| 100028 | J F Knight Ltd | £972.00 |
| 100029 | T & F Design | £ 96.00 |
| 100030 | EALC | £ 20.00 |
| 100031/2/3 | Wages | £732.97 |
| 100034 | H M Customs | £293.60 |
| 100035 | L C Johnson | £ 12.64 |

Tree Warden's Report. Noted

Mrs. F Lambert requested that a letter of 'thanks' is sent to Mrs. H Salvidge for all her hard work, time and dedication that she gives each year as Elsenham Tree Warden. All the Councillors agreed, and the Parish Clerk is to write the letter.

17670

Clerk's Report

The Clerk reported that she had provisionally booked the Memorial Hall for the Annual Parish Meeting on 22nd April 2013, and the Annual Council Parish Meeting on the 13th May 2013. Mr. R Franklin suggested that the Annual Parish Meeting could be held in the Village Hall as it had a bigger capacity to hold more people, the clerk said she would look into changing the venue.

The clerk read out a request from St. Mary's Fabric Fund Elsenham asking to hold a car boot sale on the playing field on the morning of Saturday 13th July 2013. Mr. P Clear could see no problem with granting this request as long as the Parish Council insurance covered events of this nature, and the weather prior to the boot sale is not too wet which would cause damage to the grass, and the ruling of no dogs on the playing field would still apply.

The Clerk read out some courses that were being held in the near future, it was agreed that Mr. P Clear, Mr. P Johnson and Mrs. L Johnson would attend an allotment course.

Update on the bus shelter had been covered in the 'open to the public' section.

17671

Mr. R Franklin declared that as a member of the 'History Society' he had an interest in the following items.

17672

Chapel Restoration Project

Mr. P Johnson reported that he had now received the structural engineers report on the work to the chapel, fortunately underpinning is not required as long as the drainage work is carried out, and ensuring that all surface water is directed away from the building. However extensive repairs have to be carried out on the arched lintel over the main entrance. The next step would be to ask the structural engineer to draw up a schedule of work, it can then go out to tender. Mr. P Clear proposed that £500 is transferred to the chapel budget to allow the work to proceed, Mr. G Woolvin seconded, the vote was carried unanimously.

17673

Mr. G Woolvin proposed that Elsenham Parish Council accept the £3000 grant from UDC Jubilee fund, agreeing to their conditions that had been placed on the use of the monies, namely that the chapel is restored as a historical centre for Elsenham, Mrs. F Lambert seconded, the vote was carried unanimously. Mr. P Johnson said he would contact UDC to inform them of the decision.

17674

Proposed Uttlesford District Ward Boundaries

Mr. N Edwards reported on the Uttlesford district working group proposal on the new ward boundaries. At present Elsenham is in a two member ward with Henham, the new proposal by Uttlesford working group would include Elsenham with Takeley and Little Canfield in a three member ward, and Henham with Debden Green, Broxted and Tility. Mr. N Edwards felt very strongly that any proposals to split up Elsenham and Henham ward would be detrimental to the area, all the Elsenham Parish Councillors agreed.

Elsenham and Henham communities share local services, such as a single railway station, GP's surgery, early years schooling provision, church services and the threat of a large-scale housing development. An alternative proposal will also be submitted by the Liberal Democrat Group which would retain Elsenham and Henham as a ward, it was agreed that Elsenham and Henham Parish Council would write jointly to the boundary commission voicing the reasons why they support any proposal that retains a link between Elsenham and Henham.

17675

Allotments

Mr. N Edwards reported on the allotment working group meeting held on the 17th December 2012. The working group made the following recommendations to full council: That there was a necessity to revise the existing tenancy agreement and allotment rules, that Mr. P Johnson and Mr. P Clear should prepare a draft tenancy agreement by the end of January 2013, and that the draft agreement can then be brought to Full Council for approval at February's meeting. If the council vote in favour of the new tenancy agreement then copies are to be sent out to all allotment holders asking them for any comments/concerns they may have, hopefully at this stage an amicable agreement can be reached. The working group also recommended that if an agreement cannot be reached then notice to quit letters should be sent out by the end of March 2013, to comply with section 1 Allotments Act 1922, as amended by section 1 of Allotments Act 1950, which states that notice to quit is served between 29th September and the 6th April inclusive. Mr. P Johnson suggested that when the copies of the new tenancy agreement are sent to the allotment holders, a covering letter is sent suggesting that the allotment holders form an allotment committee.

17676

Mr. P Johnson reported that the land the allotments stand on belongs to the Church, no formal agreement can be found between the Parish Council and the Parochial Church Council, regarding the arrangement of the allotments. Mr. P Johnson proposed the Parish Council adopt the allotment working group's recommendations and meet with the Parochial Church Council to open discussions on obtaining a formal agreement. Mr. M Pitcher seconded, the vote was carried unanimously.

17677

Flower Beds

The three flower beds in front of the Memorial Garden were discussed with a view to either keeping them or retuning them to grass. The general census was that there had been significantly more positive comments than derogatory ones regarding the beds, the church were happy for the beds to remain as they have not caused any problems during the two services they hold each year. Mrs. F Lambert proposed that the flower beds are kept, Mr. G Woolvin seconded, the vote was carried unanimously. It was agreed to write a letter to Mr. G Fulton explaining the decision.

17678 Vehicle Activated Sign

Elsenham has recently had two lamp post like poles installed, one in Stansted Road the other in Henham Road, these will, once finished be 'vehicle activated signs'. The pole in Henham Road had not been sited in the correct place, it should have been installed 6 feet from its current position. A resident living in Hall Road has raised concerns regarding the amount of flashing light that may shine into her house, Mr. C Stoneham (Senior Customer Office at Essex County Council of Uttlesford District Council) will be visiting Henham Road to establish if the pole needs to be moved to its correct position. Mrs. F Lambert reported that she had also informed Mr. C Stoneham on the missing reflective post at the school.

17679 Transport

Mr. M Pitcher reported that a recent train journey from Elsenham to Bishop's Stortford had taken 53 minutes! This was due to work on the line running up to Bishop's Stortford, so trains from Cambridge to London were terminated at Stansted Airport, a replacement bus, with a wait of 20 minutes then went from Stansted Airport via Stansted Mountfichet to Bishop's Stortford and on to London. Mr. M Pitcher has written to Greater Anglia to complain, but suggested that normal Cambridge to Stansted Airport trains stop at Elsenham as this would help people living in the village who worked at the airport. Mr Segar reiterated that any problems regarding the buses must be reported, without people reporting them and being prepared to sign reports then nothing can be done to make the buses run more reliably.

CORRESPONDENCE

- 17680** Farming Stories. **Noted**
- 17681** SSE parish & Town Council Liaison Group Meeting. **Noted**
- 17682** Campaign Update November 2012. **Noted**
- 17683** Transport and Travel Update November 2012. **Noted**
- 17684** Free Seminar Coasts. **Noted**
- 17685** Weekly Email News Digest – 3rd December 2012. **Noted**
- 17686** December Planning Meeting. **Noted**
- 17687** Council Meeting 11th December 2012 agenda. **Noted**
- 17688** Rural Opportunities Bulletin. **Noted**
- 17689** EALC EBulletin 6th December 2012. **Noted**

- 17690** Documents are ready for Cabinet meeting on 13th December 2012. **Noted**
- 17691** Weekly Email News Digest – 10th December 2012. **Noted**
- 17692** UDC Weekly List 30th November 2012. **Noted**
- 17693** Charity Rock GIG. **Noted**
- 17694** EALC EBulletin 13th December 2012. **Noted**
- 17695** NALC First draft corporate communications strategy. **Noted**
- 17696** Fieldwork winter 2012. **Noted**
- 17697** Minerals Local Plan Public Engagement – January 2013. **Noted**
- 17698** Weekly Email News Digest – 17th December 2012. **Noted**
- 17699** Free training for Uttlesford Parishes. **Noted**
- 17700** SSE. Parish & Town Council Liaison Meeting. **Noted**
- 17701** The Hundred Parishes Society. **Noted**
- 17702** E-Bulletin. **Noted**
- 17703** Boxing Day Walk. **Noted**
- 17704** Appeal Decision. **Noted**
- 17705** No Town/Parish referendum limit for 2013/14. **Noted**
- 17706** EALC EBulletin 20th December 2012. **Noted**
- 17707** Weekly Email News Digest 24th December 2012. **Noted**
- 17708** Transport and Travel Update December 2012. **Noted**
- 17709** Countryside hit hardest. **Noted**
- 17710** Weekly Email News Digest – 31st December 2012. **Noted**
- 17711** Proposals for New District Wards. **Noted**

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

- 17712** Mr. P Johnson reported that the owners of the dangerous oak tree at Fenman Court, Station Road, had been granted permission from Uttlesford District Council to cut back the lower foliage.
- 17713** Mrs. F Lambert pointed out that in the correspondence there was an opportunity for sport grants, Mr. P Clear said that it may be useful and he would have a look at the information.
- 17714** Mr. P Johnson asked where the Parish Council were with regards to the transfer of the open space at Leigh Drive, Mrs. L Johnson replied that it was now in the hands of Nockolds solicitors.

The meeting closed at 10:10pm

Next Meeting; Monday, 4th February 2013 at 8.00pm held in the Memorial Hall