



Elsenham Parish Council

Minutes of Parish Council Meeting held on

2 September 2019 at 8pm.

In the Memorial Hall

Present Elsenham Parish Council (EPC):	Dr. G Mott (Chairman GM), Mr. P Clear (PEC), Mr. R Franklin (RF), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. J Minor (JM), Ms. J Rayment (JR) and Mrs. A Warwick (AW).	
Public:	12, plus Essex County Cllr. R Gooding (RG), District Cllr. P Lees (PL) and District Cllr. G LeCount (GL).	
Apologies for absence	Mrs. M Jackson (MJ), Mrs. L Johnson (Parish Clerk – LJ) and Mrs. E Chong (EC).	
Minute no.	Item	Actions agreed
20661	Declarations of Interest;	None
20662	<p>An update on the new PCSO by Simon Horne Simon is based in Saffron Walden and has 30 years' experience; he is currently training our new recruit.</p> <p>She is in her second week of training and will be with us by the end of September.</p> <p>She will have a vehicle, but it is still to be determined whether this will be a police marked car or not.</p> <p>Percentage of time split between the 3 communities: Stansted 50% Henham 25% Esenham 25 %</p> <p>However, the hours on a weekly basis could vary if she is called away on an emergency.</p>	
Meeting opened to public participation		
20663	Cycle path has a dropped kerb with dimples round Ambrose Corner we are assuming for disabled access -	Situation to be monitored as this may be done

	there are no road markings and therefore cars are parking on it, and it was suggested that the yellow lines need to be extended to include this updated pathway.	when the cycle path is complete.
20664	<p>A resident raised the question why was the cycle path built without our knowledge?</p> <p>GM explained that this was always part of the Section 106 in the initial proposal, it was part of an Essex Highways drawing which was not included in the published Section 106 document.</p> <p>Active Travel team in ECC were not consulted. EPC was not consulted.</p>	RG - to investigate as this is an example of complete breakdown of communication
20665	<p>A resident raised concern that on Saturday 31st August and Sunday 1st September, from the Hall road closure to the Crown Pub crossroads, it was dug up for fiber optic cable (Gigaclear). There was concern raised that neighbouring properties were not notified.</p> <p>Concerns were raised if this work will be continued along the High Street and whether the community will receive notice.</p>	GL - to investigate
20666	A resident raised concern about the pavement from May Walk to Stansted, it is impassable, and it is a huge safety risk for children walking to and home from school in Stansted.	RG agreed to walk along the pavement and will come back to EPC with a plan
Meeting closed to public participation		
20667	<p>Actions from previous minutes. Daisy May Farm – Crowdfunding, P Clear and J Minor.</p> <p>Rats - Parish Clerk, report circulated. It was recommended that EPC should let community know that bird food should be taken in at night and dense vegetation should be cut back to help manage/control the rat population.</p>	<p>JM has deferred this to next month.</p> <p>AW to include in Elsenham News EPC report, website, and Facebook</p>
20668	<p>Minutes Council considered the minutes of the meeting held 5 August 2019 and 8 August 2019. Amendment made to 20631 to remove the work “repairing” in the 3rd paragraph.</p>	With this amendment the minutes were approved by EPC, signed by Chairman as a true and accurate record.
20669	<p>County Councillor’s report</p> <p>Flooding in the village meeting was delayed and will be rearranged.</p> <p>Fairfield development has dedicated land for ECC to build a new school however, ECC have opposed it as</p>	<p>RG to Investigate</p> <p>RG – to investigate Essex’s comment on the</p>

	<p>they cannot fund the build and the running of the facility when the classes will only be half full. It was explained that money from S106 agreements go to existing schools in the immediate local area to mitigate the local impact.</p>	<p>Fairfield development will report back at next meeting.</p>
20670	<p>District Councillors' report GL reported that Rissa Long who is his contact in Highways cancelled August's meeting and the next 2 monthly meetings as she is too busy. He will continue to email our requests and concerns.</p> <p>This month the Uttlesford Planning Committee will be discussing the S106 agreements for the airport and will provide an update at our next monthly meeting.</p> <p>PL is still chasing for information with regards to the PCSO as to the details of the contract and Service Level Agreement.</p> <p>UDC has a short fall of £500K next year which will increase to £3.5million in 3 years. This funding shortfall has to be made up by UDC Investment Committee investing in projects.</p>	
20671	<p>Planning Committee Minutes of the meeting held on 13 August 2019. Minutes of the meeting held 15 August 2019. EPC response to UTT/19/1714/FUL planning application. PL stated that she has asked for this application to be called into committee if the planning officer recommends it for approval.</p> <p>EPC response to Scoping Option on Land West of Elsenham-Circulated.</p> <p>Proposal, AW is appointed a member of the Planning Committee.</p> <p>Proposal, JR is appointed a member of the Planning Committee.</p> <p>Decisions made on Planning application by UDC UTT/19/0791/FUL Proposed change of use and conversion of redundant builder's store and yard to B1 office use.</p>	<p>Noted. Noted. Noted.</p> <p>Noted.</p> <p>GM proposed, PJ seconded, the vote was carried unanimously.</p> <p>GM propose, PJ seconded, the vote was carried unanimously.</p> <p>Approved.</p> <p>Refused.</p>

	<p>UTT/18/3479/FUL Demolition of garage and proposed 1 no. dwelling, including parking and alterations to vehicular access.</p> <p>UTT/19/0875/FUL Demolition of existing commercial buildings and erection of 2 detached and 2 semi-detached dwellings with associated off-street parking. Apple Tree yard, Fullers End, Elsenham.</p> <p>UTT/19/1047/HHF Section 73 retrospective application for the removal of brick pillars and fencing and the erection of replacement fencing. 2 Leigh Drive.</p>	<p>Refused.</p> <p>Refused.</p>
<p>20672</p>	<p>Housing Development in Elsenham Bovis Homes have submitted an additional 32 documents and the EPC had 2 weeks to respond. EPC's previous objection raised 18 issues over 8 pages.</p> <p>Following the Extraordinary Meeting on the 8th August the EPC sent to Councillor Gerard our objection and complaint that Uttlesford planning department are not giving EPC long enough to review the documentation and respond.</p> <p>Following the objection an additional 40 documents have been submitted by Bovis Homes and the EPC have only 2 weeks to respond from the 2nd September.</p> <p>The Fairfield Development deadline has been extended to the 23rd September. EPC is working with Henham Parish Council to write a coordinated response.</p> <p>Land West of Elsenham The developer has requested a meeting to discuss the Alsa Wood Management Plan. Date to be determined.</p> <p>Rush Lane Development 2 more documents have been added. EPC are planning to request more time to review these documents. There are serious concerns about this development, with regards to access down Robin Hood Road and across the railway line.</p> <p>Local Plan The revised deadline for comments is on the 11th September.</p> <p>DWH Play area is now open. EPC have been invited to take it over and it is to be decided by Uttlesford what will happen with it in terms of maintenance.</p>	
<p>20673</p>	<p>Playing Field Committee</p>	

	<p>A lease draft contract has been written by Nockolds for the Tennis Club, it is a similar document to the Bowls Club and will be given to the Tennis Club for review. EPC fence behind the tennis club is being moved, Mick Burke is carrying out the work.</p> <p>There is a delay to the CCTV documentation and licensing, progress is slow.</p> <p>Proposal: Vegan truck to have a weekly slot, for 1 night a week (not over the weekend), the hours are to be similar to the fish and chip van.</p> <p>Consideration needs to be made if the EPC wants a formal agreement with the food van retailers and if we want to charge a fee.</p>	<p>PEC proposed, JM seconded, the vote was carried unanimously.</p> <p>PEC to investigate</p>	
20674	<p>Rights of Way and Open Spaces Committee Tree Warden's report. Some footpaths have been cut back and others not and this will be pursued at the next committee meeting</p>	Noted.	
20675	<p>Finance Committee The following cheques and payments required for approval.</p>	All cheques and payments approved for signing.	
	BACS	M D Landscapes	£823.99
	BACS	Mick Burke Landscaping	£201.50
	BACS x 3	Wages	£2,287.45
	BACS	EALC	£108.00
	BACS	Belton's Gardening	£183.33
	BACS	Affinity Water	£125.61
	BACS	Mick Burke Landscaping	£130.00
	BACS	Hp Instant Ink	£29.99
	BACS	3G Mobile	£29.72
20676	<p>A summary of receipts and payments.</p> <p>No alarming spends and EPC are on budget.</p> <p>The finance committee will begin precept discussion talks about the budget in October as it must be submitted to Uttlesford by the end of January.</p>	<p>Noted.</p> <p>It is advised that Committees chairs start thinking about their budget for next year.</p>	
20677	<p>Clerk's Report Proposal, EPC give a donation of £100 to Citizen Advice Bureau Bishop's Stortford. Letter circulated.</p> <p>Proposal, EPC do not donate to Volunteer Uttlesford.</p>	<p>RF Proposed, PEC seconded, the vote was carried unanimously.</p> <p>JM proposed, FL seconded, the vote was carried unanimously.</p>	

	<p>Proposal, EPC give a donation of £100 to Essex and Herts Air Ambulance.</p> <p>Proposal, permission is granted for the Village Fete to be held on Saturday 6 June 2020 in the Elsenham Playing Field.</p>	<p>PEC proposed, FL seconded, the vote was carried unanimously.</p> <p>GM proposed, PEC seconded, the vote was carried unanimously</p>
20678	<p>Flowerbed Committee Proposal, JR is appointed a member of the Flowerbed Committee.</p> <p>Elsenham signs at the edge of the village have been lifted so they can be seen above the flowerboxes.</p> <p>The committee is looking to secure further funds for some of the projects. This will be done through Waitrose community scheme and Stansted Airport support in the community.</p> <p>The committee are investigating whether to raise the fence which borders with Little Glebe to 1.8m which will require planning permission.</p> <p>Replacements for the Broom Farm flower boxes are still being investigated and quotes will be obtained.</p> <p>The yew trees, planted in 2017, 26 have died in the last 3 years. As to why this is the case experts differ in opinion;</p> <ul style="list-style-type: none"> • One expert believes that it was down to the planting procedure • Another believes it was due to the aftercare of the trees. <p>This matter will be discussed at next committee meeting.</p> <p>Elsenham sign by the memorial garden needs to be cleaned. We need a volunteer to clean it!</p>	<p>RF proposed, PEC seconded, the vote was carried unanimously</p> <p>FL to forward e-mail received to LJ</p>
20679	<p>Transport There are 2 new bus shelters along Stansted Road. Trustee Buses have agreed to stop at them but cannot do that until the footpaths are complete and then they can adopt them.</p> <p>There has been 1 complaint in the last month about a bus not turning up. The feeling is that considering the diversions and closed roads in place this is very good.</p>	

	Trustee Buses are increasing their fares, but not on the Elsenham route. Adrain Summers at ECC has stipulated RF cannot have an official key to change the timetables in the bus stops for health and safety reasons.	
20680	Communication Committee E-communications policy and guidelines have taken longer than expected to finalise, as soon as the committee are all happy with the wording this will be circulated for review and feedback. Dog fouling poster for Facebook and the website has been created and will be going live on Wednesday. The password for the protected area on the website will be circulating as soon as testing is complete and website structure of this area is finalized.	
20681	Telephone Box – Gilbey Cottages Proposal to adopt the telephone box near Gilbey Cottages It was considered that this could be a good location for a defibrillator.	RF proposed, JR seconded, the vote was carried unanimously
20682	Vermin in the village This was discussed in 20667	
Correspondence Received		
20683	Update on PCSO	
20684	Highway Highlights – July 2019	
20685	Update on the future of libraries	
20686	UDC Consultation Local Council Tax Support Scheme 2020 -202.	
20687	EALC E Bulletin, week commencing 22 July 2019.	
20688	Police report 21 – 26 July 2019	
20689	Celebrating Democracy, 125 years of Parish Councils	
20690	EALC E Bulletin week commencing 29 July 2019	
20691	Councillor’s election survey May 2019	
20692	EALC Legal Update 6 August 2019	
20693	Dog Fouling	
20694	Council seeking views on new car park ticket machine	
20695	EALC Training Bulletin 8 August 2019	
20696	EALC week commencing 5 August 2019	
20697	County Update July’s edition	
20698	Plant Training for Elsenham Parish Council	
20699	EALC E Bulletin week commencing 12 August 2019	
20700	Police Report 19 August 2019	
20701	EALC E Bulletin, week commencing 19 August 2019	
20702	Essex Highway Plan 2019 – 2020	
20703	Police Report 25 August 2019	

Meeting opened to public participation		
20704	No questions	
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
20705	Community speed watch	LJ to add item to next meeting's agenda.
20706	Vacancy on the Parish Council Mr. Peter Snow introduced himself to members and the public, giving information on his background and experience.	
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.		
20707	Vacancy on the Parish Council The councillors introduced themselves to Peter Snow and questions were asked by both parties. Peter Snow left the meeting. Proposal , EPC co-opt Mr. Peter Snow onto EPC as a Parish Councillor.	JM proposed, FL seconded the vote was carried unanimously. LJ to confirm in writing.
Meeting closed at 10.10pm the next Parish Council Meeting will be held on 7 October 2019 at 8.00pm in the Memorial Hall		