



## Elsenham Parish Council

### Minutes of Parish Council Virtual Meeting held at 8.00pm on 7 September 2020

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| <b>Members of Elsenham Parish Council (EPC):</b> | Dr. G Mott (Chairman GM), Mrs. M Jackson (Vice Chairman MJ), Mr. P Clear (PEC), Mr. R Franklin (RF), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. J Minor (JM) and Mrs. L Johnson (Parish Clerk – LJ).   |  |
| <b>Public:</b>                                   | 3 plus Essex County Cllr. R Gooding (RG), District Cllr. P Lees (PL) and District Cllr. G LeCount (GL).  |  |
| <b>Apologies for absence</b>                     | Ms. J Rayment (JR).  |  |
| <b>Minute no.</b>                                | <b>Item</b>  | <b>Actions agreed</b>  |
| <b>21255</b>                                     | <b>Declarations of Interest;</b>   | None   |
| <b>Open to the public</b>                        |  |  |
| <b>21256</b>                                     | The De-Mandeville street sign is broken, this has been reported to UDC.  | LJ to chase.   |
| <b>21257</b>                                     | A small box has been erected onto the lamp post opposite Tesco Express; it was unknown as to its purpose.  |  |
| <b>Closed to the public</b>                      |  |  |
| <b>21258</b>                                     | <b>Actions from previous minutes.</b><br>Fence in Leigh Drive – UDC Enforcement have been notified.  |  |
| <b>21259</b>                                     | <b>Minutes</b><br>Council to consider the minutes of the meeting held on 3 August 2020.  | The minutes were approved by EPC, as a true and accurate record. To be signed at a later date. |
| <b>21260</b>                                     | <b>District Councillors' report</b><br>The Government is bringing forward a white paper regarding devolution. The paper will enable Councils in areas with two levels of local authorities to put forward proposals for a new unitary Councils with a Combined Authority and directly elected Mayor. | PL is going to circulate further information.  |

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|                     | <p>UDC have invested wisely and have raised enough money to allow the Councillors to have £2,000 each, to be donated to worthy causes in their wards.</p> <p>The appeal for 40 new houses in Rush Lane has been upheld.</p> <p>The ‘Elsenham News’ is being delivered once again after it was stopped due to Covid-19. Next month it was hoped that along with the ‘Elsenham News’ the ‘Elsenham Information 2020’ booklet could also be delivered.</p> <p>The appeal for the Airport planning application is moving forward. The Airport are also asking for UDC to pay their expenses, which if they are successful, would cost UDC a lot of money.</p> <p>JM asked if the £500 promised to the Flowerbed Committee last year was available as District Concillors were now receiving their charity bonus.<br/>PL said that monies could not be held over from one year to the next, all the money from last year had been allocated.</p>   | <p>FL to contact the Editor of the Elsenham News.</p>                                       |
| <p><b>21261</b></p> | <p><b>Planning Committee</b><br/>Minutes of the meeting held on 11 August 2020.<br/>Minutes of the meeting held on 1 September 2020.</p> <p>The Community Hall Working Group will be holding a meeting presently to review the quotes for costings.</p> <p><b>Appeal Decisions</b><br/><b>APP/C1570/W/20/3245813</b> A single storey extension with glazed link to create two additional bedrooms and a bathroom at the rear of the property. 1 Wells Cottage, Robin Hood Road, Elsenham.</p> <p><b>APP/C1570/D/20/3253589</b> The erection of a new garage with home office/gym. The Hollies, Station Road, Elsenham.</p> <p><b>APP/C1570/W/19/3242550</b> Outline planning permission for up to 40 new dwellings. Land south of Rush Lane, Elsenham.</p> <p><b>Decisions made by Uttlesford District Council</b><br/><b>UTT/20/1645/FUL</b> Section 73A Retrospective application for the change of use of land for the siting of a mobile home. Daisy May’s Farm, Hall Road, Elsenham.</p> | <p>Noted.<br/>Noted.</p> <p>Dismissed.</p> <p>Allowed.</p> <p>Allowed.</p> <p>Approved.</p> |

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|              | <b>UTT/20/1495/WHF</b> Erection of two storey side extension. 11 Ridley Gardens, Elsenham.  | Withdrawn.  |
| <b>21262</b> | <p><b>Housing Development in Elsenham</b></p> <p>EPC made two representations to the Airport planning application in April and September 2018. The Planning Committee is to read through the representations to see if any further comments are required. Any further representation needs to be submitted to the Planning Inspectorate by 30 September 2020. Only new information will be allowed. The enquiry is to start on the 10 January 2021 and it is scheduled to last for ten weeks.</p> <p>EPC have objected to the planning application on Land at The Stables, May Walk, Stansted.</p>  |   |
| <b>21263</b> | <p><b>Playing Field Committee Proposal</b>, EPC spend up to £150 to remove a dead tree next to the field boundary.</p> <p>There are two ‘no dog’ signs on the entrance gate at Leigh Drive, these could lead to confusion, it was agreed to remove the small sign.</p> <p>The Tennis Club lease is still ongoing.</p> <p>Funding is still required for the outdoor gym. The Councillor who was researching the possibility of EPC taking a role as a charity trustee, has now left. The Playing Field Committee are looking for volunteers to carry on the research, as it seems this is the only way that EPC could obtain the required funding.</p> <p>A Playing Field meeting is to be arranged to discuss the ditch in Station Road that runs behind the Playing field boundary.</p> <p>The path in the children’s play area is still on going.</p> <p>A letter is to be sent to Paul Jarvis, Chairman of the Elsenham Youth Football Club, asking him to remind his managers that dogs are not allowed on the playing field. Three dogs had been spotted on the field during the weekend football matches.</p> <p>It was suggested that the secretary of the football club could send a letter to the visiting side a week before the match, explaining that no dogs were allowed on the playing field.</p> <p>The bylaw that prohibits dogs on the playing field is a UDC bylaw. PL said that UDC no longer has a dog warden.</p> | <p>PEC proposed, JM seconded, the vote was carried unanimously.</p> <p>LJ to arrange</p> <p>To be discussed at the next Playing field meeting.</p> <p>LJ to contact Paul Jarvis.<br/>LJ to remind all residents in EPC magazine report.</p> <p>PL to ask if UDC can give any help in this matter.</p> |
| <b>21264</b> | <b>Rights of Way and Open Spaces Committee</b>  |   |

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|--------------|--|--|------|--------|------|---------------------|---------|----------|-------|-----------|------|---------------------|---------|------|------------------|---------|------|--------------|--------|------|----------------|-------|------|----------------------------|---------|------|-----------|--------|--|
|              | <p>Tree Wardens report.<br/>There are two ash trees on the verge near Abbotsford Bridge in Hall Road, both trees appear to be dying with limbs overhanging the road.</p> <p>A resident in Rush Lane has significantly cut back a tree in their garden and has thrown the cuttings over their boundary into the hedge of the footpath.</p> <p>Two quotes are to be arranged, one for reducing the height of the three hawthorn trees, the other for work that is required on the willow tree, all the trees are on De-Mandeville Green.</p> <p>An overgrown hedge is making it difficult to walk through the narrow pathway from Stansted Road into Leigh Drive, the hedge is encroaching onto the path.</p> <p>Some trees in the village have recently been damaged with limbs being broken. The damage to the trees looked like they had been vandalized.</p> | <p>Noted.<br/>LJ to report the trees to Essex Highways.</p> <p>LJ to report to UDC as fly tipping.</p> <p>LJ to arrange quotes.</p> <p>Once the bird nesting season is over, if the resident has not cut it back, LJ is to write asking them to do so.</p> |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| <b>21265</b> | <p><b>Finance Committee</b><br/>The following cheques and payments required for approval.</p>  | All payments approved for signing.   |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
|              | <table border="1"> <tr> <td>BACS</td> <td>Zoom</td> <td>£14.39</td> </tr> <tr> <td>BACS</td> <td>M Burke Landscaping</td> <td>£660.00</td> </tr> <tr> <td>BACS x 3</td> <td>Wages</td> <td>£2,316.31</td> </tr> <tr> <td>BACS</td> <td>M Burke Landscaping</td> <td>£276.50</td> </tr> <tr> <td>BACS</td> <td>Belton Gardening</td> <td>£191.66</td> </tr> <tr> <td>BACS</td> <td>Castle Water</td> <td>£81.46</td> </tr> <tr> <td>BACS</td> <td>HP Instant Ink</td> <td>17.99</td> </tr> <tr> <td>BACS</td> <td>East Herts Citizens advice</td> <td>£100.00</td> </tr> <tr> <td>BACS</td> <td>3G Mobile</td> <td>£30.53</td> </tr> </table>   | BACS   | Zoom | £14.39 | BACS | M Burke Landscaping | £660.00 | BACS x 3 | Wages | £2,316.31 | BACS | M Burke Landscaping | £276.50 | BACS | Belton Gardening | £191.66 | BACS | Castle Water | £81.46 | BACS | HP Instant Ink | 17.99 | BACS | East Herts Citizens advice | £100.00 | BACS | 3G Mobile | £30.53 |  |
| BACS         | Zoom   | £14.39   |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| BACS         | M Burke Landscaping  | £660.00  |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
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| BACS         | Belton Gardening   | £191.66  |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| BACS         | Castle Water   | £81.46   |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| BACS         | HP Instant Ink   | 17.99  |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| BACS         | East Herts Citizens advice   | £100.00  |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| BACS         | 3G Mobile  | £30.53   |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| <b>21266</b> | <p>A summary of receipts and payments.<br/>An invoice had been received from UDC for the part funding of the PCSO covering April, May and June 2020. The invoice was for £2,436.43, which is an increase of £1,232.68.<br/>LJ queried the invoice with UDC and a few days later received a new invoice with the correct amount.<br/>However, no explanation or apology was given. The department that sent the invoice is called The Debtors Control Team.</p>   | Noted.   |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |
| <b>21267</b> | <p><b>Clerk's Report</b><br/><b>Report Circulated</b><br/>Due to Covid-19 the children's play area had been closed, a lock had been secured onto the gate and notices had been placed on the fence. During the closure</p>   |  |      |        |      |                     |         |          |       |           |      |                     |         |      |                  |         |      |              |        |      |                |       |      |                            |         |      |           |        |  |

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|              | <p>period the lock on the gate had been broken and families had entered the area and used the facilities. The CCTV shows a young teenager who appears to pick up a stone and then use it to strike the lock several times.</p> <p><b>Proposal</b> EPC ask our PCSO to have a talk with the parents.</p> <p>EPC has received seven candidates interested in joining the Parish Council.</p> <p><b>Proposal</b> EPC purchase two signs asking residents not to place dog waste in the litter bins in the children's play area on the David Wilson's development.</p>  | <p>RF proposed, PEC seconded, the vote was carried by 4 votes in favour and 3 votes against. LJ to inform the PCSO.</p> <p>LJ to arrange a meeting for interviewing the candidates.</p> <p>MJ proposed, RF seconded, the vote was carried by 6 in favour and 1 abstention.</p> |
| <b>21268</b> | <p><b>Flowerbed Committee</b><br/>Minutes of the meeting held 18 August 2020.<br/>The next meeting is to be held on 29 September 2020.</p>  | Noted.   |
| <b>21269</b> | <p><b>Transport</b><br/>Nothing to report.</p>  |  |
| <b>21270</b> | <p><b>Communication Committee</b><br/>Minutes of the meeting held 31 July 2020.<br/>Since the last meeting Alana Warwick has resigned. The Communication Committee would like to thank Alana, she was the driving force behind setting up the Parish Council's website and foray into Social Media. Annie Gleeson has kindly agreed to look after the website until she returns to work in December 2020. EPC may have to advertise for a volunteer to help with the website and may even have to consider paying someone.<br/>FL is the web watcher and identifies article for inclusion. MJ reminded all members that social media is used as an additional information channel and anyone commenting or raising a question will be re-directed to the Parish Clerk.<br/>It is hoped that when the new Councillors are co-opted, one of them will have expertise and be willing to help with the website.<br/>Some minutes need to be updated on the website.</p> | <p>Noted.</p> <p>LJ to send all the recent minutes to Annie.</p>   |
| <b>21271</b> | <p><b>Local Government Service pay agreement 2020-2021</b><br/><b>Proposal</b>, EPC increase the Clerk's salary in accordance with the new pay scales, backdated to 1 April 2020.</p>   | GM proposed, JM seconded, the vote was carried unanimously.  |
| <b>21272</b> | <p><b>Essex County Councillor's report</b><br/><b>Report circulated</b><br/>There has been a significant uptake on children retuning to schools in the area.</p>  | Noted.   |

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|  | <p>North Hall Road is still closed, RG is still trying to establish the reason why, there is a multitude of different works bring carried out.</p> <p>PJ asked if there was an update on the Bovis Homes planning application and the Section 106 agreement which has reached a sticking point in the discussion between UDC and ECC regarding the land to be granted to the school. RG said that the last report he had received a few weeks ago still shows an agreement had still not been reached, but he would arrange for an up to date report to be sent to EPC with details of the present situation.</p> <p>PJ asked that if the situation between Bovis and ECC could not be rectified, was there a chance that the Section 106 agreement would not be signed, resulting in the planning application being dismissed.</p> <p>RG said ECC are only consultees, but if an agreement was not achieved then ECC would oppose the application.</p> <p>RF informed RG that the path along Stansted Road has still not been swept since the re-surfacing.</p> <p>Infinity water had carried out work on Stansted Road, the traffic lights arrive 48 hours before any work commenced. GM said this was probably due to the various aspects of the work being outsourced to different companies.</p> <p>JM said he has, for four years, been trying to get the footpath cleared between Elsenham and Stansted. RG said he was having trouble trying to arrange for Highway Rangers to carry out the work, even though they had done it in the past, but he had now got a more senior person involved.</p> <p>JM asked if ECC did not receive the full amount of money from the Bovis Homes Section 106 agreement, would this mean that the possibility of a school drop off zone would not be feasible?</p> <p>The Fairfield planning application includes a new school. By not expanding Elsenham Primary School this would give the Fairfield application more clearance. RG said that both these statements were correct and that was why it was imperative that EPC receives an updated report on the situation.</p> <p>FL asked what plans were in place if an out brake of Covid-19 happens within a school.</p> | <p>RG to chase Highways</p> |
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|                       | RF said the schools all had plans in place and the bubble that the child was in would be sent home to isolate.   |  |
| <b>21273</b>          | <b>New Allotments</b><br><b>It was agreed to change the proposal to Proposal,</b> EPC agrees to take possession of the land allocated for allotments on the Crest Nicholson site, provided that outstanding issues, including weed clearance, are resolved satisfactorily. | MJ proposed, RF seconded, the vote was carried 6 in favour 1 abstention. |
| <b>21274</b>          | <b>Weed Spraying</b><br><b>It was agreed to change the proposal to Proposal,</b> EPC assess the use of organic weed killer being used in the village. No glyphosate to be used and other chemicals to be kept to a minimum.  | MJ proposed, PEC seconded, the vote was carried unanimously.             |
| <b>Correspondence</b> |  |  |
| <b>21275</b>          | UDC Update on Covid-19 31 July 2020  |  |
| <b>21276</b>          | ECC update on Covid-19   |  |
| <b>21277</b>          | PFCC Newsletter 31 July 2020   |  |
| <b>21278</b>          | EALC E Bulletin 27 – 31 July 2020  |  |
| <b>21279</b>          | Elsenham News August 2020  |  |
| <b>21280</b>          | PCSO's Report for July 2020  |  |
| <b>21281</b>          | Partnership Document 3 August 2020   |  |
| <b>21282</b>          | Uttlesford Housing Market July 2020  |  |
| <b>21283</b>          | Cllr. Gooding's report   |  |
| <b>21284</b>          | EALC Police Bulletin week commencing 3 August 2020   |  |
| <b>21285</b>          | UDC Business News  |  |
| <b>21286</b>          | PFCC Newsletter 9 August 2020  |  |
| <b>21287</b>          | EALC E Bulletin 7 August 2020  |  |
| <b>21288</b>          | Partnership Document 3-9 August 2020   |  |
| <b>21289</b>          | EALC Covid-19 issue 60   |  |
| <b>21290</b>          | Countryside Charity update August 2020   |  |
| <b>21291</b>          | Partnership Document 16 August 2020  |  |
| <b>21292</b>          | Local Government Reform  |  |
| <b>21293</b>          | EALC E Bulletin 14 August 2020   |  |
| <b>21294</b>          | Police Bulletin week commencing 10 August 2020   |  |
| <b>21295</b>          | UDC Local tax support  |  |
| <b>21296</b>          | Your Essex August edition  |  |
| <b>21297</b>          | Old Mean Road Closure  |  |
| <b>21298</b>          | Latest News from PFCC 17 August 2020   |  |
| <b>21299</b>          | Police Bulletin week commencing 17 August 2020   |  |
| <b>21300</b>          | UDC Business news and Coronavirus update   |  |
| <b>21301</b>          | EALC E Bulletin week commencing 23 August 2020   |  |
| <b>21302</b>          | Partnership Documents 16 to 23 August 2020   |  |
| <b>21303</b>          | SSE Press release 26 August 2020   |  |
| <b>21304</b>          | Police Bulletin 23 August 2020   |  |
| <b>21305</b>          | Essex Honors   |  |
| <b>21306</b>          | EALC E Bulletin 28 August 2020   |  |
| <b>21307</b>          | UDC News Update 28 August 2020   |  |
| <b>21308</b>          | Partnership Document 23 – 29 August 2020   |  |
| <b>21309</b>          | PCSO report August 2020.   |  |

| <b>Meeting opened to public participation</b>  |   |                                      |
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| <b>21310</b>   | It was agreed to circulate any monthly reports sent in by RG, PL and GL to members of the public who requested them.  | LJ to circulate.                     |
| <b>21311</b>   | There is to be a review of the dog waste and litter bins around the village, with a view to relocating them to positions where they were most required.   |                                      |
| <b>21312</b>   | FL asked when UDC would be going back to work. PL said Enforcement have now been given permission to go out, and Planning Officers can now visit sites. Members of the office staff will not be going back for some time. The Council Offices are not conducive with following the Government guidelines. Zoom meetings will continue for a minimum of 2 -3 months.<br>PJ asked if Covid-19 continued into 2021 had UDC considered moving to other premises? PL said this was not a priority at this time because if the white paper is successful and the Government follow what they wanted, by 2023 UDC may not exist. |                                      |
| <b>21313</b>   | RF asked that now Enforcement can visit sites would they be visiting the fence in Leigh Drive.<br>PL said she had visited the site, another letter was being sent and then it would go to prosecution, this would be very time consuming as there is presently a back-log.  |                                      |
| <b>21314</b>   | PEC reported that the streetlight in Stansted Road was damaged.   | LJ to arrange for it to be repaired. |
| <b>21315</b>   | FL said the grass outside the post office was very untidy. LJ said that this is ECC land and EPC are not responsible for this area.   |                                      |
| <b>Meeting closed to public participation</b>  |   |                                      |
| <b>Items to go on next agenda<br/>(at Chairman's discretion, no decisions can lawfully be made under this item).</b> |   |                                      |
| <b>21316</b>   | There were no items for the next agenda.  |                                      |
| <b>Meeting closed at 22.31pm the next Parish Council Meeting will be held via Zoom on 5 October 2020 at 8.00pm.</b>  |   |                                      |