



## Elsenham Parish Council

**Minutes of Parish Council Virtual Meeting held at 8.00pm  
on 5 October 2020**

<b>Members of Elsenham Parish Council (EPC):</b>	Dr. G Mott (Chairman GM), Mrs. M Jackson (Vice Chairman MJ), Mr. A Buonocore (AB), Mr. P Clear (PEC), Mrs. I Curlewis (IL), Mr. R Franklin (RF), Mr. P Johnson (PJ), Mrs. F Lambert (FL), Mr. J Minor (JM), Ms. J Rayment (JR), Mrs. S Waite (SW) and Mrs. L Johnson (Parish Clerk – LJ).	
<b>Public:</b>	4, plus Essex County Cllr. R Gooding (RG), District Cllr. P Lees (PL) and District Cllr. G LeCount (GL).	
<b>Apologies for absence</b>	None.	
Minute no.	Item	Actions agreed
<b>21320</b>	<b>Declarations of Interest;</b>	None
<b>Open to the public</b>		
<b>21321</b>	GM welcomed the Parish Council's three new Councillors, Andrew Buonocore, Susan Waite and Inge Curlewis.	
<b>21322</b>	Vehicles from an engineering firm in Ipswich have been parking on the site for the new community hall. It was believed that this company had carried out the original groundwork for the David Wilson Homes (DWH) site, and they were currently carrying out further drainage work.	
<b>21323</b>	The Chairman of the Elsenham Youth Football Club asked if the club could use the land, where the new community hall is to be built, as a temporary car park. The football club sometimes have more than 110 cars trying to park. GM pointed out that this land does not yet belong to EPC and permission would be required by DWH.	This issue is to be discussed at the Planning Committee meeting on 7 October 2020.
<b>Closed to the public</b>		
<b>21324</b>	<b>Actions from previous minutes.</b> Fence in Leigh Drive – UDC Enforcement have been notified.	

	Enforcements are now progressing with this and once a quotation has been accepted the fence will be removed and the wall rebuilt to its original condition.	
21325	<p><b>Minutes</b></p> <p>Council to consider the minutes of the meeting held on 7 September 2020</p>	The minutes were approved by EPC, as a true and accurate record. To be signed at a later date.
21326	<p><b>Declaration of Acceptance of Office</b></p> <p>AB, IL and SW signed the 'Declaration of Acceptance of Office'.</p>	
21327	<p><b>District Councillors' report</b></p> <p>EPC has recently responded to a Government Consultation on White Paper – Changes to the current planning system the consultation closed on 1 October 2020. On 8 October 2020, MP's will be debating the Governments proposals to this policy to regulate planning and amend the strategies of the standard practice of regulating housing needs. It was therefore unlikely that MP's had spent a lot of time deliberating the consultation documents.</p> <p>UDC are no longer on essential spend only. One million pounds has been allocated for the environment climate and emergency.</p> <p>Neil Reeve, portfolio holder for economy and investment, is developing the economic plan. UDC are looking into how they can help people that are going to lose their jobs due to Covid-19.</p> <p>Uttlesford presently have the highest R Covid-19 rating in Essex, District and Parish Councils are to be asked to promote government guidelines.</p> <p>All Councils meetings should continue to be held virtually.</p> <p>The new Local Plan is progressing. The Scrutiny Local Plan Committee will be assessing terms of policy and business and making sure the Local Plan goes through supported and correct.</p> <p>GL thanked FL and the volunteers for the distribution of the village information booklets.</p> <p>GM thanked GL for producing an excellent informative booklet for the village.</p> <p>North Hall Road, due to subsidence, is to be closed until 21 March 2021.</p>	

	GL asked EPC if they would consider starting the Parish Council meetings at 7.30pm rather than the current 8.00pm.	To be added to next month's agenda.
21328	<p><b>County Councillor's report</b></p> <p>North Hall Road closure has been extended for a further six months. The banks of the river need to be structurally contained and the entire road needs to be rebuilt. Highways are looking into a diversionary route to avoid Grove Hill, Ugly Green and Patmore End.</p> <p>Since lockdown there has been an increase in reports of child domestic violence across the county. ECC are trying to recruit more foster parents to help with these children.</p> <p>The rate of infections of Covid-19 has increased in Uttlesford. It is increasing through transmission within the community as there is no evidence which attributes these cases to a particular event, area or outbreak. If cases appear in this way across a district, it makes it much more difficult to manage, contain and prevent further spread</p> <p>RG had asked the parish to inform him of any blocked drains. However, the problem with the drain by Orchard Crescent is more strategic than just clearing the drain and it is being dealt with by the flood defence team. The whole of the section of drainage from Orchard Crescent to Cranmore Close is unsatisfactory. Highways are still to carry out further work on the drains on the bridge in The High Street.</p> <p>PEC said the standard of the repair carried out on Station Road, was appalling, the tarmac is raised above the original road, it is not flat and has not been sealed.</p>	
21329	<p><b>Planning Committee</b></p> <p>Report circulated.</p> <p>Nockolds have now completed the documentation for the transfer of the play area on DWH site.</p> <p><b>UTT/20/1082/FUL</b> Construction of a new single-storey dwelling with associated external works and parking. Former Parking Court Adjacent to 3 Gold Close, Elsenham.</p> <p><b>UTT/20/0754/FUL</b> Construction of a new dwelling within the garden of 51 Hailes Wood with new vehicular access. 51 Hailes Wood, Elsenham.</p>	<p>Noted.</p> <p>Approved.</p> <p>Refused.</p>

	UTT/19/2692/OP Outline planning application for the erection of up to 6 dwellings and associated work Land at Old Mead Road, Henham.	Approved.		
21330	<b>Housing Development in Elsenham</b> Nothing to report.			
21331	<p><b>Playing Field Committee</b></p> <p>Minutes of the meeting held 16 September 2020. A dead tree has been removed on the boundary of the playing field.</p> <p>It had been agreed that the WI could plant three trees in recognition of their centenary; the trees are to be planted on 20 October 2020.</p> <p>Two quotes had been obtained for the construction of a path in the children's play area, a further quote is required.</p> <p>The Tennis Club lease is still ongoing. The Tennis club is not happy with the lease that EPC's solicitor had drawn up.</p> <p>The outdoor gym has still not been agreed, it is dependent on obtaining adequate finance, £18,000 to £20,000, is required. AB agreed to discuss with EPC the possibility of EPC taking a role as a charity trustee, this may help to secure funding for the outdoor gym and possibly the Chapel.</p> <p>LJ will send invites of all future committees and working group meetings to the three new Councillors. The Councillors may then attend the meetings before deciding which committee(s) they would like to join. Once the councillors have decided, it will be added as a proposal on the next Parish Council meeting.</p>	Noted.		
21332	<p><b>Rights of Way and Open Spaces Committee</b></p> <p>Tree Wardens report.</p> <p>A recent working party had carried out work in the wildflower area in the Spinney.</p> <p>A meeting is to be held on 16 October 2020.</p> <p>FL reported that the footpath by the station that goes to Henham is overgrown. This path is on UDC's cutting list, and on the agenda for the meeting on 16 October 2020.</p>	Noted.		
21333	<p><b>Finance Committee</b></p> <p>The following cheques and payments required for approval.</p>	All payments approved for signing.		
	BACS	Zoom	£14.39	
	BACS	UDC	£1218.21	
	BACS x 3	Wages	£2,552.08	
	BACS	PKF Littlejohn	£360.00	
	BACS	Belton's Gardening	£488.60	
	BACS	A & J Lighting	£84.00	

	BACS	HM Revenue	£1,427.25	
	BACS	M Burke Landscaping	£660.00	
	BACS	M Burke Landscaping	£276.50	
	BACS	D Lucas	£20.00	
	BACS	L Johnson	£34.15	
	BACS	Instant Ink	£17.99	
	BACS	3G Mobile	£30.53	
	BACS	Belton's Gardening	£191.66	
	BACS	Business signs	£37.50	
	BACS	Dunmow Fencing	£257.90	
	BACS	RBS Rialtas	£148.80	
21334	<p>A summary of receipts and payments.            PFK Littlejohn are EPC's external auditors.            RBS Rialtas payment is for the annual fee for the software support and maintenance agreement for our accounting software.            A finance meeting is to be arranged to start considering the 2021/22 precept.</p>			Noted.
21335	<p><b>Clerk's Report</b>            A resident in the village may be purchasing a road sweeper and asked if EPC would like the road and pavements swept in the village regularly.</p> <p>It was agreed that EPC would not be able to commence meetings in the Memorial Hall at present. Following the Government guidelines, the Memorial Hall can only accommodate 15 people, and as all Parish Council meetings must be open to the public, it would possibly exceed this number. EPC will continue to hold meetings online via Zoom.</p> <p><b>Proposal</b>, EPC renew their membership to 'The Countryside Charity' membership fee £100.</p> <p><b>Proposal</b>, EPC renew their membership to Stop Stansted Expansion (SSE) £10 per year, plus give a donation of £190.</p> <p><b>Proposal</b>, EPC renew their membership to SSE, £10 per year, plus give a donation of £90.</p> <p>LJ had reported the vandalism recorded on CCTV cameras in the playing field to the PCSO, who agreed to visit the family concerned.</p>			<p>PEC proposed, RF seconded, the vote was carried unanimously.</p> <p>PEC proposed, GM seconded the vote was not carried by 5 votes to 6.</p> <p>PJ proposed, JM seconded, the vote was carried unanimously.</p> <p>LJ to ask the PCSO for an update.</p>

	<p>A recent request by a resident to hold friendly six a side football matches in the playing field has not been pursued. It was agreed that while Covid-19 was still an issue any further requests would be looked at on their merits.</p> <p>EPC had received confirmation from Glenn Shaw, Watercourse Regulator Engineer at ECC, confirming that he has written to the developers at 'Crossways' stating that the work carried out on the ditch will be unconsented work and that the standard of the works carried out was sufficient.</p>	
21336	<p><b>Flowerbed Committee</b></p> <p>Minutes of the meeting held on 29 September 2020. The winter planting will take place on 20 October 2020. As in previous years the begonias and geraniums will be offered to residents.</p> <p>The last meeting of the year is to be held on 27 October 2020.</p>	Noted.
21337	<p><b>Transport</b></p> <p>RF is still awaiting updated reports on timetables and the new contracts.</p>	
21338	<p><b>Communication Committee</b></p> <p>Thanks to Annie Gleeson, EPC's website continues to be updated.</p> <p>The photo on the home page showing a deserted motorway, was the winner of the lockdown photo competition.</p> <p>AB agreed to join the Communication Committee.</p> <p>From 4 September – 1 October, 6,111 people visited the website, 1,381 posts, 307 people 'liked' the website and it has 341 followers.</p> <p>The Facebook page is being maintained and moderated by MJ and FL.</p>	
21339	<p><b>St. Mary's allotments</b></p> <p>An inspection of the allotments was carried out on 30 September 2020.</p> <p><b>Proposal</b>, EPC spend up to £300 on the removal of slabs of concrete and undergrowth.</p> <p><b>Proposal</b>, EPC spend up to £300 on clearing and rotovating three allotment plots.</p> <p>There is currently work being carried out on the allotments on Elsenham Vale, RF is monitoring the progress.</p>	<p>PEC proposed, JM seconded, the vote was carried unanimously.</p> <p>PEC proposed, JM seconded, the vote was carried unanimously.</p>
21340	<p><b>Poppy Wreath</b></p> <p>Sadly, the usual acts of remembrance at the Memorial Gardens cannot be held this year. The church, however, are encouraging organisations to lay wreaths at the</p>	

	<p>Memorial Cross in the Memorial Garden. The Church hope to mark the beginning and end of the 2-minute silence by ringing the church bells. It is important this year to donate to the British Legion, as they will not be able to have the normal poppy day appeal as in past years.</p> <p><b>Proposal</b>, EPC purchase a Poppy wreath for Remembrance Day, making a donation of £100.</p> <p>Two further wreaths are required, one for the History Society and one for Elsenham Vale residents.</p>	<p>RF proposed, PJ seconded, the vote was carried unanimously.</p> <p>MJ to send the email address of the organiser of the wreaths to RF.</p>
21341	<p><b>Government consultation on pavement parking</b> It was agreed to leave it to individuals to make responses to this consultation and not to respond as a Parish Council.</p>	The consultation is to be placed on the Parish Council's webpage.
21342	<p><b>Community Project Grant</b> To be eligible for this grant EPC would have to raise some money themselves. For applications less than £1,000, the amount of money raised must be at least 50% of the total project cost, on applications under £999, the amount is 25% of the total project cost. The deadline is the 19 November 2020.</p>	To be added to next month's agenda if proposed.

#### **Correspondence**

21343	SSE - Airport Planning application	
21344	EALC Police Bulletin 2 September 2020	
21345	EALC AGM 24 September 2020	
21346	Newsletter from portfolio holders Cllr. Evans and Cllr. Day	
21347	Old Mead Road Closure	
21348	UDC Business News	
21349	PFCC News 4 September 2020	
21350	EALC E Bulletin 4 September 2020	
21351	Scam alert 4 September 2020	
21352	Partnership Document 7 September 2020	
21353	Police Bulletin 9 September 2020	
21354	EALC Covid-19 issue 61	
21355	EALC Covid-19 issue 62	
21356	A review of road policing	
21357	Fraud Alert 11 September 2020	
21358	Partnership Document 6 – 13 September 2020	
21359	CRPE Sign the petition	
21360	Community project grants	
21361	EALC Covid-19 issue 63	
21362	Government consultation on pavement parking	
21363	EALC Police Bulletin 16 September 2020	
21364	EALC E Bulletin 18 September 2020	
21365	Letter from Kemi Badenoch MP	

<b>21366</b>	Fraud alert 18 September 2020	
<b>21367</b>	Partnership Document 21 September 2020	
<b>21368</b>	County Update emergency food bank fund	
<b>21369</b>	UDC Business news NHS Covid-19 app	
<b>21370</b>	Agenda for the Local Plan Leadership Group	
<b>21371</b>	EALC Covid-19 update issue 64	
<b>21372</b>	Police Bulletin 23 September 2020	
<b>21373</b>	LCLF Draft Minutes	
<b>21374</b>	UDC Update Covid-19 app launch	
<b>21375</b>	EALC E Bulletin 25 September 2020	
<b>21376</b>	ECC Covid-19 update 25 September 2020	
<b>21377</b>	Partnership Document 28 September 2020	
<b>Meeting opened to public participation</b>		
<b>21378</b>	A new street sign has now been installed at De-Mandeville.	
<b>21379</b>	It was asked if the new wall to replace the tall fence in Leigh Drive would be put on the correct alignment. PL said that UDC Enforcement Officer would have checked and have it all in hand.	
<b>21380</b>	A correction to the acronym that was used earlier in the meeting, mppa stands for 'million passengers per annum'. Stansted Airport are trying to increase the number of passengers not flights.	
<b>21381</b>	As it had been stated in a Parish Council public meeting, that it was felt that UDC were not defending or preparing well for the appeal against the Stansted Airport application, PL stressed that she had great faith in John Evans, portfolio holder of planning, report and that UDC were defending well. GM said he was speaking specifically about the SSE application and was only passing on his perception amongst the members.	
<b>Meeting closed to public participation</b>		
<b>Items to go on next agenda</b>		
<b>(at Chairman's discretion, no decisions can lawfully be made under this item).</b>		
<b>21382</b>	There were no items proposed.	LJ to add items to next meeting's agenda.
<b>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.</b>		
<b>21383</b>	<b>To discuss the following three quotations.</b> <b>Proposal,</b> EPC employ the services of Amenity Services to carry out the following work; Cut the top and sides of the boundary hedges in the Cemetery, £700. Re-coppice the Willow tree on De Mandeville Green to ground level, £265	PEC proposed, RF seconded, the vote was carried unanimously.

	Lower to 1-1.5 metres high three hawthorn trees on Oziers Green, £350.	
<b>Meeting closed at 10.08pm, the next Parish Council Meeting will be held via Zoom on 2 November 2020 at 8.00pm.</b>		