



Elsenham Parish Council

Minutes of Parish Council Virtual Meeting held on 6 July 2020

Members of Elsenham Parish Council (EPC):	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), Ms. J Rayment (JR), Mr. P Snow (PS), Mrs. A Warwick (AW) and Mrs. L Johnson (Parish Clerk – LJ).	
Public:	5 plus Essex County Cllr. R Gooding (RG).	
Apologies for absence	Mr. J Minor (JM), District Cllr. P Lees (PL) and District Cllr. G LeCount (GL).	
Minute no.	Item	Actions agreed
21125	Declarations of Interest;	None
Open to the public		
21126	<p>A resident has concerns about the ditch at the property ‘Crossways’ on Station Road. The ditch has recently been filled in by developers, which the resident believes this could lead to an increased risk of flooding. The resident has consulted historical planning application along Station Road and believes the ditch belongs to EPC. This should be confirmed by obtaining the deeds of transfer. As owners of the ditch EPC should resolve this issue.</p> <p>GM said that EPC understanding is that the boundary of the playing field is one meter beyond the boundary fence and the ditch is wholly outside EPC property. GM asked that any evidence that proves the contrary to this, is sent to LJ.</p> <p>RF said that it was especially important EPC do what is possible to alleviate mass flooding in the future.</p>	
21127	LJ confirmed that she has never received any documentation as to dates and times when the PCSO has visited Elsenham.	LJ to check the PCSO contract.

21128	The grass around the village pump in the High Street requires cutting.	LJ to arrange.
21129	<p>There was concern that the recent problems with cars assembling in the playing field late at night and causing a disturbance would intensify if the adult gym is installed.</p> <p>EPC have informed the police about the disturbances, who replied that they would try and patrol the area more often.</p> <p>The adult gym has not yet been agreed, and research is still being carried out.</p> <p>It was asked if the trim trail on Elsenham Vale could be upgraded instead of putting extra equipment in the playing field. GM said EPC do not own the trim trail and therefore this was not possible.</p> <p>GM asked that if any residents had concerns about an outdoor adult gym, would they please send them to LJ</p>	
Closed to the public		
21130	<p>Actions from previous minutes.</p> <p>Fence in Leigh Drive – UDC Enforcement have been notified. Nigel Brown from UDC is going to write again to ask the owner to comply. Any prosecuting/default action cannot happen until UDC are allowed site visits.</p> <p>Meeting with Rissa Long – flooding in the village, ongoing.</p> <p>Flooding in the village, High Street and Station Road, ongoing.</p> <p>Re-location of dog waste bins – on hold.</p>	
21131	<p>Minutes</p> <p>Council considered the minutes of the meeting held on 1 June 2020.</p>	The minutes were approved by EPC, as a true and accurate record. To be signed at a later date.
21132	<p>County Councillor’s report</p> <p>Report circulated.</p> <p>On 5 July, the overall number of deaths in United Kingdom stood at just over 44,000. Within Essex hospitals (including Southend and Thurrock) the total stands at 1307 with a similar additional percentage in Care Homes and elsewhere.</p> <p>The gradual reopening of primary schools has been successful so far and almost all primary schools in the County are open and more than 85% of children in their relative year groups have returned. In September, all schools and all year groups will be required to return subject to several constraints.</p> <p>ECC still have a lot of decisions to make regarding school transport and from an administrative point it is going to be exceedingly difficult. ECC already spend 30</p>	Noted.

	<p>million per year on school transport and the projection is that this could double, which is not affordable.</p> <p>ECC installed a temporary mortuary on the park and ride of Chelmer Valley, fortunately this was never used. The mortuary has now been removed and the park and ride will be back in service very soon.</p> <p>Ray Woodcock from Stansted has arranged a meeting about the problems with Grove Hill. GM has been invited but not RG. There will be several people at the meeting who will be looking at their own personal issues regarding Grove Hill without looking at the more strategic outcome.</p>	
21133	<p>Planning Committee</p> <p>UTT/20/0453/FUL 1 new dwelling and detached garage with associated vehicular hard standing. Demolition of existing garage and erection of replacement garage for existing dwelling. Land at Gilvus Oak, Park Road, Elsenham.</p> <p>UTT/20/0922/FUL Demolition of barn and erection of 1 detached dwelling. Opposite The Haven (site 2) Tye Green Road, Elsenham.</p> <p>UTT/19/2614/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, Tye Green Road, Elsenham.</p> <p>Appeal APP/C1570/W/20/3244429 Crossways, Station Road, Elsenham. Demolition of the existing house and erection of 3 4-bedroom houses.</p>	<p>Approved.</p> <p>Approved.</p> <p>Approved.</p> <p>Approved.</p>
21134	<p>Housing Development in Elsenham</p> <p>Minutes of the meeting held on 25 June 2020 circulated. A meeting via zoom was held with members of UDC Planning Department on 25 June 2020.</p> <p>There was still no update on the new Local Plan. Since the meeting UDC have supplied some costings for the new community hall, based on a schedule of the room's EPC had supplied. The building was estimated at a cost of £900,000 and the cost of fees £256,500, making a total of £1,156,500. The total from the three developments, including Bovis which has not been agreed yet, would be £1,020,000, a short fall of approximately £136,000. The contributions that EPC receive from the S106 agreement are unlikely to be significant enough to build a Community Hall along the line the Parish would prefer.</p>	<p>Noted.</p>

<p>21135</p>	<p>Playing Field Committee Minutes of the meeting held on 25 June 2020 circulated. PEC and LJ are holding a meeting on 7 July 2020 regarding the repairs to the play area.</p> <p>PEC had researched mole drainage for the playing field, A verbal quote was given of between £90,000 to £100,000. It was however thought that is was not necessary as the field is verti drained regularly, and the football pitches have never been waterlogged. The mini goal is to be re-addressed at the next playing field meeting, as it would cost considerably more than was first budgeted for.</p> <p>Due to Covid-19 and for safety, the children’s play area has been locked for the past few months. Unfortunately, the lock was forcibly removed on 5 July and residents were using the play equipment, the lock has since been put back on. The Government announced that play area could be re-opened on 4 July if, procedures were put in place to ensure the safety of employees and users. After a long discussion RF proposed EPC play area should stay closed for July 2020 and EPC should re-address the situation at the Parish Council meeting on 3 August 2020.</p> <p>AW proposed an amendment to RF proposal, EPC re-open the play area on the 17 July 2020.</p> <p>Proposal EPC re -open the play area on the 17 July 2020.</p> <p>Before the play area can re-open, an inspection and a risk assessment will need to be carried out with signs warning of the dangers of Covid-19 must be erected. Protective clothing may be required for Councillors and staff.</p> <p>If DWH advise LJ of the combination to the locks, that area can also be re-opened on the 17 July 2020, if DWH wish to.</p>	<p>Noted.</p> <p>AW proposed the amendment PEC seconded, it was carried by 5 votes in favour, 4 votes against.</p> <p>RF proposed, AW seconded the proposal, the vote was carried 5 in favour 3 against 1 abstained.</p> <p>MJ, JW, AW and LJ to arrange.</p> <p>LJ to contact DWH to advise them that EPC are</p>
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	<p>Once the area is transferred to EPC the litter picking and the emptying of the litter bins will need to be addressed.</p> <p>The adult gym needs to be discussed at the next playing field meeting: grants will need to be investigated.</p>	<p>re-opening their play areas on 17 July 2020.</p> <p>PEC and AW to look at grants.</p>																																				
21136	<p>Rights of Way and Open Spaces Committee Minutes of the meeting held on 24 April 2020. Tree Wardens report. The committee are holding a meeting on 10 July 2020 The whitebeams in Station Road require a crown reduction. The cemetery hedges require a cut back this winter. GM to ask EROWOS if EPC could have the draft minutes after a meeting and not wait until they have been signed off at the following meeting.</p>	<p>Noted. Noted.</p>																																				
21137	<p>Finance Committee The following cheques and payments required for approval.</p>	<p>All payments approved for signing.</p>																																				
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21138	<p>A summary of receipts and payments. EPC have received the first half of the precept, £41,250 The finances are all in good order.</p>	<p>Noted.</p>																																				
21139	<p>Clerk's Report Both EPC's litter pickers are now fully active and working their contracted hours. They passed on their thanks to EPC for their support to them both during the lockdown, saying it was fully appreciated.</p> <p>LJ to contact both PL and Stewart Pimblett to assess if the village has enough salt for the winter 2020/21</p>																																					
21140	<p>Flowerbed Committee Report circulated The Committee are holding a meeting on 7 July 2020. It had been decided not to insert a membrane into the new flowerbed at Leigh Drive, as it could not be placed as low down in the earth as it was hoped, but all the wood had been given a double coating of preservatives.</p>																																					

21141	Transport A new bus timetable is currently under preparation, this will hopefully include a stop in Jenkins Drive. More people are now using the busses, and Trusty bus are maintaining a good time schedule. One of the local buses recently was involved in an accident in Birchanger, luckily nobody was seriously hurt.	
21142	Communication Committee The photo competition has gone live on social media and is advertised in the Elsenham News, so hopefully the committee will get some good results.	
21143	Playing field/Crossways ditch. Glenn Shaw, Watercourse Regulator Engineer ECC, is going to write to all the riparian owners of the ditch along Station Road, including EPC. Once he has correlated all the responses he will be in contact regarding a meeting. PJ said to his knowledge there are only three documents that exists regarding the purchase of the playing field land, the original Deeds of Conveyance and two documents from the Land Registry, one which shows the main playing field area and the other the three foot strip that borders the ditch. PJ said that documents submitted as part of a planning application does not necessarily prove right of ownership. Proposal, EPC ask Nockolds Solicitors to send copies of the documents regarding the transfer of the playing field land to the Parish Council, this may incur a charge.	LJ to contact Glenn Shaw in 2 weeks for a progress update. PEC proposed, RF seconded, the vote was carried unanimously.
21144	Standing Order 9 GM reminded all members that they must adhere to Standing Order number 9, that all motions must be on the agenda to allow for three clear working days. If this is not followed EPC could be open to challenge, particularly with regards to the expenditure of money.	
Correspondence		
21145	Police Bulletin week commencing the 25 May 2020	
21146	EALC Covid-19 issue 48	
21147	EALC E Bulletin week commencing 25 May 2020	
21148	Summary on advocacy of impact of Coronavirus on local councils.	
21149	Latest news from PFCC for Essex	
21150	Coronavirus update for ECC	
21151	Fraud and scams, NHS track and trace	
21152	Elsenham News Download	
21153	Partnership Documents 23-30 May 2020	
21154	EALC Covid-19 issue 49	
21155	Police Bulletin week commencing 1 June 2020	

21156	EALC Covid-19 issue 50	
21157	Highway Highlights May 2020	
21158	Latest news from the PFCC for Essex	
21159	EALC Covid-19 issue 51	
21160	Partnership Documents 31 May – 7 June 2020	
21161	EALC Covid-19 issue 52	
21162	EALC Covid-19 issue 53	
21163	Police Bulletin week commencing 8 June 2020	
21164	EALC Covid-19 issue 54	
21165	Closure of Green Street for 5 days	
21166	Stansted Road closed 26 July 2020	
21167	EALC Covid-19 issue 55	
21168	On-line shopping scams	
21169	ECC update on Covid-19	
21170	EALC E Bulletin week commencing 8 June 2020	
21171	EALC Covid-19 issue 56	
21172	Partnership Document 15 June 2020	
21173	UDC update on shop safety	
21174	Police E Bulletin week commencing 5 June 2020	
21175	EALC Covid-19 issue 57	
21176	Fake Facebook Giveaways	
21177	EALC E Bulletin week commencing 15 June 2020	
21178	Partnership Document 21 June 2020	
21179	Appeal Allowed Crossways	
21180	Police Bulletin week commencing 22 June 2020	
21181	EALC Covid-19 issue 58	
21182	Partnership Document 21 – 27 June 2020	
21183	EALC E Bulletin week commencing 22 June 2020	
21184	UDC Covid-19 Briefing Notes 26 June 2020	
21185	EALC Covid-19 issue 59	
21186	Elsenham News	

Correspondence Received

Meeting opened to public participation

21187	<p>It was agreed that a deadline should be put in place with Glenn Shaw to ensure the enquiry is moving forward. FL asked if the residents of Ridley Gardens should also receive letters as their properties back onto the ditch. It was explained that the work at Crossways does not affect the ditch at Ridley Gardens, there are only 7 properties that the Crossways ditch affects. It is unknown if Glenn Shaw will be looking at the whole length of the ditch. There is a Government Local Drainage Act stating that both sides boarding a ditch have riparian ownership. PJ said that from EPC's perspective any riparian ownership it may have would end at the point where the playing field joins with DWH development.</p>	
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21188	AW asked, as the issue of the ditch is very complex, does it require a small working group set up to make sure EPC are doing all what is legally required of them. GM said this issue had progressed under the Playing Field Committee, who could, if they felt it was necessary set up a small working group.	
Meeting closed to public participation		
Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item).		
21189	Fence in Leigh Drive. Adoption of CCTV documents. Community Hall update.	LJ to add items to next meeting's agenda.
Meeting closed at 10.09pm, the next Parish Council Meeting will be held via Zoom on 3 August 2020 at 8.00pm.		