



Elsenham Parish Council

Minutes of Parish Council Virtual Meeting

at 8.00pm on 7 December 2020

Members of Elsenham Parish Council (EPC):	Dr. G Mott (Chairman GM), Mrs. M Jackson (Vice Chairman MJ), Mr. A Buonocore (AB), Mr. P Clear (PEC), Mrs. I Curlewis (IC), 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).	
Public:	3 plus Essex County Cllr. R Gooding (RG), District Cllr. P Lees (PL) and District Cllr. G LeCount (GL).	
Apologies for absence		
Minute no.	Item	Actions agreed
21453	Declarations of Interest;	None
Open to the public		
21454	It was extremely disappointing that the day before the appeal, on the planning application on land off Isabel Drive, Essex Highways had withdrawn their objection. Highways have let Elsenham and the surrounding villages down. Leaving the village wide open to developments.	
21455	It was very much appreciated all the work GM had contributed to both planning inquires; this was echoed by other members of the public. Whatever the outcome GM had done an excellent job.	
21456	Permission has been given by David Wilson Homes (DWH), for the Football Club to use the community land as a temporary car park. The football club would like to use the land as soon as possible, however, the land is still fenced off.	A meeting is to be arranged to discuss this further.
21457	EPC have not yet involved members of the public regarding the new community hall. This was due to the land and the section 106 monies still not having been transferred. Plus, one third of the financial payments have still not yet been finalised.	

	Paul Jarvis would like to become a member of the New Community Hall working group.	
Closed to the public		
21458	Actions from previous minutes. Fence in Leigh Drive – Still in the hands of UDC Enforcement.	LJ to send any communication regarding this issue to PL.
21459	Minutes Council to consider the minutes of the meeting held on 2 November 2020	The minutes were approved by EPC, as a true and accurate record. To be signed at a later date.
21460	<p>District Councillors' report</p> <p>UDC are to endorse the Local Tax support scheme, which is a reduced contribution for people who are vulnerable and disabled. Only 25 people in Uttlesford had completed this consultation.</p> <p>UDC are holding Community Stakeholder Forums to provide a platform for discussions amongst the community. Local representatives from a range of backgrounds will liaise and bring different perspectives to a discussion around each of the themes. Members of the public can then voice their points of view on the corresponding consultations. The next meeting on 9 December 2020 will be on climate change.</p> <p>UDC have started a Draft Economy Recovery Plan. Uttlesford have 4.1% of the working age group on universal credit, and 21% of residents in Elsenham are on the poverty line. UDC will be running training programs such as, job clubs, re-skilling and writing a CV.</p> <p>UDC are promoting local business, a link on the website called 'click it local' will supply a list of local shops.</p> <p>UDC were not in a position to challenge Essex Highways regarding their withdrawal of their objection the day before the Isabel Drive appeal, as they had not had the time to gather enough evidence to back it up.</p> <p>GL has now commenced meetings with Highways. Any major issue can now be reported to GL who will raise it with Highways.</p>	
21461	County Councillor's report RG said he was extremely disappointed that Essex Highways had withdrawn their objections to the Isabel Drive planning application the day before the appeal.	

	<p>It would however be ultra-vires for RG to intervene with a Highways planning decision.</p> <p>Highways withdrew their objection because the developer was showing that by adjusting the traffic lights signal timings on Grove Hill, the impact on the junction would mean only a limited raise in forecast journey times.</p> <p>Essex Highways are only consultees on a planning application and UDC can object or accept Essex Highways statements, although they would be reluctant to object.</p> <p>North Hall road is still closed, due to major work, and will remain closed until at least March 2021.</p> <p>After the lock down the COVID-19 cases decreased in Essex. However, Basildon is now more than 400 cases per 100,000. This could cause Uttlesford to be placed in a higher tier when the Government reviews the situation.</p> <p>The pandemic has put a lot of people in difficult circumstances, ECC are doing all they can to help.</p> <p>RG sends all the responses from Highways on planning applications to the parishes. However, if it goes to appeal talks between the parties are ongoing, up to the day of the appeal, to try and reach common ground, and therefore objections can change at the last minute.</p> <p>Two large containers have parked on the grass verge at the bottom of Rush Lane. These containers belong to the Housing Management Team who are installing new windows. The containers should be moved within a few days.</p>	
<p>21462</p>	<p>Planning Committee</p> <p>Minutes of the meeting held on 4 November 2020. Agenda of the meeting held on 1 December 2020.</p> <p>Building work is still ongoing at 31 New Road, another planning application has been submitted.</p> <p>GM reported that the Planning Committee have proposed to give £2,000 to Henham Parish Council, as a contribution to the costs of opposing the Fairfield appeal. As Highways had not opposed this appeal the only reason transport was on the agenda, was because of Henham PC.</p> <p>JR thanked GM for his tireless work on the two appeals over a three-week period. GM did an outstanding job, and everyone is incredibly grateful.</p>	<p>Noted. Noted.</p>

	<p>UTT/20/2916/HHF Proposed removal of existing garage and erection of two storey side extension. Broomfield House, Station Road, Elsenham.</p> <p>UTT/20/2908/OP Outline application for 50 market and affordable dwellings, public open spaces and associated highways and drainage infrastructure – all matters reserved except access. Land South of Bedwell Road, Ugley.</p> <p>With Bruce Bamber agreement EPC will draw on the transport report that he wrote for the planning application of 220 houses on the land north of Bedwell Road. Bruce Bambar is also to provide EPC with a full technical note at a cost of £850.</p> <p>UTT/20/3108/HHF First floor side and single storey rear extensions. 21 Oak Drive, Elsenham.</p> <p>Decisions made by Uttlesford District Council UTT/20/2421/CLP single storey rear extension. 60 Gailes Wood, Elsenham.</p> <p>UTT/20/2217/HHF Proposed single storey front extension and replace existing flat roof with new pitched roof. Tyrone, Station Road, Elsenham</p> <p>.</p> <p>UTT/20/2149/HHF Single storey rear extension and creation of a hidden balcony to the master bedroom. The Grange, Park Road, Elsenham.</p> <p>UTT/20/1913/HHF Proposed single storey side and rear extension. 39 New Road, Elsenham.</p>	<p>No Comment.</p> <p>Object.</p> <p>No Comment</p> <p>Approved.</p> <p>Approved.</p> <p>Approved</p> <p>Refused.</p>
<p>21463</p>	<p>Housing Development in Elsenham A meeting with Gladman Developers is arranged for 9 December 2020.</p> <p>The Stansted Airport planning application appeal inquiry starts on 12 January 2021. It is going to be a ‘blended inquiry’, part face to face and part virtual. It is unknown if it will be on YouTube. GM has registered to speak at the meeting. The appeal is due to last 40 days.</p> <p>DWH are keen to transfer the community hall land over to EPC. However, the land is encumbered by a ransom strip, which is owned by Crest Nicolson (CN). UDC assured EPC that when the DWH land is transferred to EPC it would happen simultaneously with the ransom</p>	

	strips. EPC have been advised by their solicitors not to accept the land while it is still encumbered.			
21464	<p>Playing Field Committee Minutes of the meeting held on 5 November 2020. Minutes of the meeting held on 23 November 2020. CCTV Proposal EPC adopt the following CCTV documents Data Protection Impact Assessment. EPC Self-Assessment Tool. Passport to Compliance stage 1, 2, & 3. Closed Circuit television Policy. CCTV System Annual Maintenance Specification. Closed Circuit Television Code of Practice.</p> <p>Lee Rhodes has agreed to carry out the annual service on the CCTV in March/April 2021.</p> <p>The ECA boundary has been agreed between EPC and ECA.</p> <p>A working group has been formed to look at funding for the outdoor gym, to report back to the Playing Field Committee in January 2021.</p>			<p>Noted. Noted.</p> <p>PEC proposed, FL seconded, the vote was carried unanimously</p>
21465	<p>Rights of Way and Open Spaces Committee Tree Wardens report. The mature oak tree on De Mandeville Green has been confirmed by UDC as being infected by honey fungus. The tree needs to be monitored, when the tree deteriorates further EPC will place an article on the website informing residents that the tree will have to be felled at some time in the future. There is no treatment for honey fungus, and it can spread to other nearby trees through the roots.</p>			Noted.
21466	<p>Finance Committee The following cheques and payments required for approval.</p>			All payments approved for signing.
	BACS	Wilby & Burnett	£2,136.00	
	BACS	Amenity Services	£265.00	
	BACS x 3	Wages	£2,355.74	
	BACS	M Burke Landscaping	£276.50	
	BACS	M Burke Landscaping	£660.00	
	BACS	Amenity Services	£350.00	
	BACS	EALC	£108.00	
	BACS	EALC	£108.00	
	BACS	Belton Gardening	£191.66	
	BACS	Garson's Group	£960.00	
	BACS	British Legion	£100.00	
	BACS	Zoom	£14.39	
	BACS	W Smith	£49.94	

	100351	S Camp	£170.00	
	BACS	UK Timber Ltd	636.87	
	BACS	EALC	£108.00	
	BACS	EALC	£108.00	
21467	<p>A summary of receipts and payments. Minutes from the meeting held on 5 November 2020. Minutes from the meeting held on 3 December 2020. The interim draft budgets 2021-2022 had been circulated to all Councillors. EPC have now received the 'ready-reckoner' from UDC. The ready reckoner shows how much the proposed precept effects individual households. However, despite more housing being built in the village, when putting in last year's precept it generated a 2.55% increase, LJ has asked UDC for an explanation. The Finance Committee are to hold a further meeting to set the final precept to be proposed at January's Parish Council's meeting.</p>			<p>Noted. Noted. Noted.</p>
21468	<p>Clerk's Report Report circulated.</p> <p>Proposal, EPC give a £200 donation to Citizen Advice Saffron Walden.</p> <p>EPC agreed to donate £200 towards the village Christmas Tree. However, for the last three years the donation has not been used for the tree but donated to a charity in the village. An alternative would be for EPC to donate the £200 directly to a charity of their choice. It was agreed to still donate to the Christmas Tree.</p> <p>Proposal EPC donate £200 towards the Christmas Tree.</p>			<p>Noted.</p> <p>MJ proposed, JM seconded, the vote was carried unanimously.</p> <p>JM proposed, MJ seconded, the vote was carried by 10 in favour 1 against.</p>
21469	<p>Flowerbed Committee Nothing to report this month.</p>			
21470	<p>Transport Nothing to report this month.</p>			
21471	<p>Communication Committee Minutes of the meeting held on 30 October 2020. Minutes of the meeting held on 27 November 2020. Another photo competition is being held under the title of 'Elsenham at Christmas'. If any Councillors would like a .gov email address to contact MJ.</p>			<p>Noted. Noted.</p>
21472	<p>Elsenham Village Joint Usage Hall The Village Hall is experiencing some financial difficulties due to having to close the hall during the</p>			

	<p>pandemic. The hall is run as a partnership between Essex Educational Department and Elsenham Village Hall Management Committee; however, the Educational Department are dictating the usage. The hall is 34 years old and will soon require repair work on the building. This does not reflect a happy future for the Village Hall. Elsenham desperately requires a new Community Hall.</p> <p>RF attended via zoom the U.A.L.C. AGM. The annual subscription will remain at £5.</p> <p>U.A.L.C. are holding open meetings to discuss topics. The first meeting is on 21 April 2021 on climate change. A further meeting will be on the Government White Paper on housing and infrastructure issues.</p>	
21473	<p>PCSO</p> <p>Stansted PC have called a meeting with EPC and Henham PC to discuss the PCSO.</p> <p>There is some dissatisfaction on the amount of time the PCSO is spending outside of the three parishes. It was agreed that this was not a reflection on the work of the PCSO personally. However, the PCSO seems to have been absorbed into the general police service, and she must go where she is told. The liaison between the three parties, Parish Councils, UDC and police is not working as it should.</p> <p>It maybe the people that are responsible for her duties, are unaware that she is employed as a PCSO for the three villages, Stansted, Elsenham and Henham.</p>	
21474	<p>Starting time of Parish Council meetings</p> <p>When the Parish Council meetings resume in the Memorial Hall it would not be possible to start at 7.30pm due to other hall users. It was therefore agreed to continue starting the meetings at 8.00pm.</p>	
Correspondence		
21475	Zero Carbon – UDC Local Plan	
21476	Police E Bulletin week commencing 26 October 2020	
21477	EALC E Bulletin week commencing 26 October 2020	
21478	Essex Fraud, romance fraud	
21479	SSE Press Release 31 October 2020	
21480	Partnership Document 23 – 31 October 2020	
21481	Town and Parish Forum notes	
21482	Police Fire and Crime Commissioner for Essex, update report 2 November 2020.	
21483	Police E Bulletin 3 November 2020	
21484	Local Plan news against zero carbon	
21485	Act of Remembrance	
21486	Census 2021	
21487	ECC Covid-19 changes to services	

21488	Police, Fire and Crime Commissioner report update 9 November 2020	
21489	EALC E Bulletin week commencing 6 November 2020	
21490	Update from UDC for Covid-19 6 November 2020	
21491	Fraud and Scam awareness	
21492	Partnership Document 1-7 November 2020	
21493	Safer Essex Road Partnership	
21494	UDC Local Plan consultation	
21495	Highways Highlights October 2020	
21496	Police Bulletin 11 October 2020	
21497	UDC New event available	
21498	Free Community Focused ABCD online training	
21499	Local Plan new consultation open.	
21500	Essex Fraud Alert 13 November 2020	
21501	UDC Latest Covid-19 data for Essex 13 November 2020	
21502	Police, Fire and Crime Commissioner 13 November 2020	
21503	EALC E Bulletin 13 November 2020	
21504	Uttlesford Local Plan Community Stakeholders Forum	
21505	Partnership Document 8 – 14 November 2020	
21506	Connecting with the Countryside during lockdown	
21507	Click it local coming to Uttlesford and digital skills for business	
21508	Police Bulletin 18 November 2020	
21509	Essex Fraud Alert, Black Friday 20 November 2020	
21510	Police, Fire and Crime Commissioner report 20 November 2020	
21511	Partnership Document 23 November 2020	
21512	E Bulletin 20 November 2020	
21513	The Rural Bulletin 24 November 2020	
21514	Local Plan Theme 2 Character and Heritage meeting	
21515	PCSO October Report	
21516	Police Bulletin 25 November 2020	
21517	UDC's First Consultation Character and Heritage.	
21518	UDC Essex going into tire 2 restrictions	
21519	Local Plan News 26 November 2020	
21520	Police, Fire and Crime Commissioner report 27 November 2020	
21521	E Bulletin 27 November 2020	
21522	ECC Coronavirus update 27 November 2020	
21523	County Update, Food banks	
21524	Partnership Documents 22-28 November 2020	
21525	Essex Police, Fire and Rescue precept for 2021-22	
21526	Uttlesford Local Plan Consultation	
21527	Essex Fraud Alert 30 November 2020	
21528	Introduction to planning briefing, EALC	
21529	Highways work on the M11 junction 8 Birchanger	
Meeting opened to public participation		

21530	There were no further 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).		
21531	The parking around the school during the school drop off and pick-up times. LJ to ask our PCSO and Police Officer Steve Sharma to join the meeting via Zoom.	LJ to add item to next meeting's agenda.
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.		
21532	Work in the Spinney Proposal, EPC commission Uppercut Trees to carry out the work in the Spinney at a cost of £1,200.	GM proposed, JR seconded, the vote was carried unanimously.
21533	Path in the children's play area. PEC explained that the Soft Surfaces quote did not include a concrete base and recommended that EPC accept Playsafe quote for £2,824. EPC had been successful in obtaining a grant from UDC for £1,734 to go towards this project, leaving an outstanding payment of £1,090. PEC said the quote was formed from photographs of the play area, as an onsite meeting could not take place due to lockdown. PEC therefore asked for extra funding to cover any eventualities that may arise. Proposal, EPC agree to commission Playsafe to construct a path in the children's play area for £2,824. EPC will use UDC's grant of £1,734 towards this project and agree to spend up to a further £1,500.	EPC proposed, FL seconded, the vote was carried unanimously.
Meeting closed at 10.15pm, the next Parish Council Meeting will be held via Zoom on 4 January 2021 at 8.00pm.		