



Elsenham Parish Council

Minutes of Parish Council meeting

held at 8.00pm, 10 January 2022

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| Members of Elsenham Parish Council (EPC): | Cllr. G Mott (Chairman GM), Cllr. B Donald (BD), Cllr. P Johnson (PJ), Cllr. B Ogilvie (BO), Cllr. S Waite (SW) and Mrs. L Johnson (Parish Clerk – LJ). | |
| Public: | 8, plus District Cllr. G LeCount (GL). | |
| Apologies for absence | Cllr. R Franklin (RF) and District Cllr. P Lees (PL). | |
| Minute no. | Item | Actions agreed |
| 22147 | Declarations of Interest; none. | |
| Open to the public | | |
| 22148 | It was asked if EPC would be doing anything to celebrate the Queens Platinum Jubilee. | EPC to discuss. |
| 22149 | Church Lane and Hall Road are still covered in mud due to the work being carried out in the field adjacent to the St. Mary’s Church allotments. This has been reported to Essex Highways, Cllr. Ray Gooding and the owner of the land. | LJ to contact Cllr. Ray Gooding again. |
| 22150 | The ECA meeting due to take place on Thursday 13th January has been postponed, the meeting for all Trustees and Interested Parties will be held on Thursday 10th February 2022. EPC still do not have a representative. | SW to be proposed as EPC representative at February’s Parish Council’s meeting. |
| 22151 | The Elsenham News will be published again in March 2022. Cut off for articles is 12 February 2022. | |
| 22152 | It was thought that allowing co-opted members to chair committees and working groups was not a good idea. They do not attend the Parish Council meeting and therefore would not be able to give a report. GM said this had worked perfectly well with EROWOS for many years. Paul Salvage was chairman | |

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| | and GM gave the report at the Parish Council meetings. The same will apply if Moyra Jackson is chairman of the Flowerbeds Committee, SW will give the reports. | |
| 22153 | It was reported that the Remembrance Service held in and around the Memorial Garden, which is organized by the church, was very well attended, however people were spilling onto the path and nearly onto the road, this made it dangerous: there was only one marshal in a high-vis jacket. | LJ to write to the church regarding these concerns. As the village continues to grow the service may have to be moved to De Mandeville Green. |
| 22154 | <p>There was disapproval regarding a meeting held on 1 October 2021 with GM, SW, LJ and 6 representatives from Bloor Homes. The meeting was held onsite and ended with lunch at the Crown Inn. The resident said the Parish Council should be seen to do the ‘right thing’. Residents in Elsenham had fought to stop this development for over 10 years and for members of EPC to accept a meal paid for by Bloor was not right.</p> <p>GM responded that at the time of the meeting Bloor already had approval for outline planning permission. EPC had opposed this development at all stages. GM had spoken against this planning application at the appeal and gave an opening and closing statement. GM had attended a UDC planning meeting with Bloor, as he had so many questions to ask it was agreed that a separate meeting with Bloor would take place, to make things clearer the meeting would take place on site. As it is difficult to make notes walking around a development site in a large group, the meeting adjourned to outside at the Crown Public House to discuss the issues that had been raised. It was asked why the meeting was not held at Old Franks. GM said because of Covid and the amount of people at the meeting this would not have been appropriate.</p> | |
| 22155 | Allan Hathaway said that GM had put in more work than anyone in the village to try and stop this development and talking about this issue was nonsense and a waste of time. | |
| 22156 | Chris Bush asked for a copy of the new Elsenham boundary plan in order to update the History Society website, the last time the boundary changed was 1946. The plan is currently with UDC. | GM to make the plan available. |
| 22157 | <p>It was asked if a budget had been set to buy new play equipment and if any money from the Section 106 had been invested.</p> <p>GM said that no money had been invested yet, although this was being investigated and EPC had not yet set a firm budget for the play equipment. One</p> | |

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| | meeting had been held with a playground representative, a further 2 meetings were to be held this week. | |
| Closed to the public | | |
| 22158 | Minutes Council to consider the minutes of the meeting held on 6 December 2021. Minute 22143 was amended to read Praise was given to the professionalism. | The minutes were approved by EPC, as a true and accurate record and signed by the Chairman. |
| 22159 | District Councillor's report There are currently 10 unallocated allotments on Smith Road. BD asked GL if some funds from the Ward Initiative Fund could be used to pay the rent for these allotments, so charities could use them free of charge. GL said the allotments were owned by EPC, and the money could only be given to charities, however, GL said he would look further into the matter. EPC agreed in principle that allowing charities to use the allotment plots funded by the Ward Initiative Fund was a good idea. There are however stipulations in the allotment management procedures and policies document which may require addressing. Two independent experts are to look at UDC's process of the Stansted Airport planning application. GM asked GL to inform him, when the information becomes available, who the external experts are, and their terms of reference. GL said UDC should be in a position for a public report sometime in the spring. The crime reports for the district shows very little crime in Elsenham and Henham. EPC may like to look into funding a Special Police Officer, rather than a PCSO. Special Police Officers have full police powers, uniform and equipment. GM said EPC would give some serious consideration on whether to re-new the PCSO contract when it expires in August 2022. | BD to construct a list of charities that would be interested and liaises with GL. |
| 22160 | Planning Committee Report circulated. The following applications had been discussed at a planning meeting that afternoon. | Noted. |
| i. | UTT/21/3727/HHF Proposed demolition of existing rear porch and erection of single storey rear extension | No Comment. |

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| <p>ii.</p> <p>iii.</p> <p>iv.</p> | <p>and single storey side extension. Hall Cottage, Elsenham Hall, Elsenham.</p> <p>UTT/21/3662/HHF Proposed first floor rear extension. Home Farm Cottage, Gaunts End, Green Street, Elsenham.</p> <p>UTT/21/3247/DOC Application to discharge condition 9 (Construction Environmental Management Plan) attached to UTT/19/2470/OP. Land to the West of Isabel Drive Elsenham.</p> <p>Decision made by UDC Planning:</p> <p>UTT/21/2799/DFO Details following outline approval UTT/17/3573/OP for access road infrastructure to serve up to 350 new homes and associated uses. Land to the northwest of Henham Road, Elsenham.</p> | <p>No Comment.</p> <p>EPC objected.</p> <p>Approved with conditions.</p> | | |
| <p>22161</p> | <p>Playing Field Committee The fence has now been moved to increase the size of the play area. One meeting had been held and a further two more are scheduled with representatives from playground companies. This is a very exciting time, and it is hoped the equipment will be installed by the summer. A new double wheelie bin has been installed in the playing field to replace the one that was stolen.</p> | | | |
| <p>22162</p> | <p>Rights of Way and Open Spaces Committee The Boxing day walk was cancelled due to the wet weather. EPC have received one quote and are still awaiting two more for the work to be carried out in the Spinney.</p> | | | |
| <p>22163</p> | <p>Finance Committee The following cheques and payments required for approval.</p> | <p>All payments approved for signing.</p> | | |
| | <p>BACS</p> | <p>EALC</p> | <p>£84.00</p> | |
| | <p>BACS</p> | <p>EALC</p> | <p>£84.00</p> | |
| | <p>BACS x 3</p> | <p>Wages</p> | <p>£2,362.80</p> | |
| | <p>BACS</p> | <p>M Burke Landscaping</p> | <p>£276.50</p> | |
| | <p>BACS</p> | <p>M Burke Landscaping</p> | <p>£673.33</p> | |
| | <p>BACS</p> | <p>EALC</p> | <p>£84.00</p> | |
| | <p>BACS</p> | <p>Zoom</p> | <p>£14.39</p> | |
| | <p>BACS</p> | <p>HEU Benefice account</p> | <p>£10.00</p> | |
| | <p>BACS</p> | <p>Belton Gardening</p> | <p>£200.00</p> | |
| | <p>BACS</p> | <p>UDC</p> | <p>£2425.97</p> | |
| | <p>BACS</p> | <p>ECA</p> | <p>£120.25</p> | |
| | <p>BACS</p> | <p>Netwise</p> | <p>£420.00</p> | |
| | <p>BACS</p> | <p>Instant Ink</p> | <p>£22.49</p> | |
| | <p>BACS</p> | <p>Mobile 3 G</p> | <p>£13.00</p> | |

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| <p>22164</p> | <p>A summary of receipts and payments.</p> <p>Proposal, EPC spend £200 for the clerk to attend a one-to-one training via Teams in order to use the Rialtas Alpha program to its full potential. It has been agreed by Riatas that Peter Johnson may sit in on the meeting.</p> <p>Proposal, EPC purchase a new laptop for Parish Council work, up to the value of £1,000.</p> <p>Proposal, EPC ask for a precept of £83,500 for the financial year 2022/2023.</p> | <p>Noted.</p> <p>GM proposed, SW seconded, the vote was carried unanimously.</p> <p>PJ proposed, SW seconded, the vote was carried unanimously.</p> <p>PJ proposed, GM seconded, the vote was carried unanimously.</p> |
| <p>22165</p> | <p>Precept upon charging authority The Chairman and Parish Clerk signed the Precept Upon Charging Authority.</p> | |
| <p>22166</p> | <p>Clerk's Report Proposal, EPC send a donation of £100 to St. Clare Hospice, in memory of Peter Clear.</p> | <p>PJ proposed, SW seconded, the vote was carried unanimously.</p> |
| <p>22167</p> | <p>Flowerbed Committee The Flowerbed Maintenance contract expires on 30 April 2022. A meeting is required to go through the contract and send it out to prospective contractors, also to arrange the summer planting.</p> | |
| <p>22168</p> | <p>Transport There was nothing to report on transport.</p> | |
| <p>22169</p> | <p>Communication Committee There was nothing to report on communication.</p> | |
| <p>22170</p> | <p>Appointments and Training Proposal, BD becomes a member of the Communication Committee.</p> <p>Proposal, BD becomes a member of the Flowerbed Committee. The Flowerbed Working Group now reverts to a committee.</p> <p>Proposal, BD becomes a member of the new Community Hall Working Group.</p> <p>Proposal, BD becomes a member of the Allotment Working Group.</p> <p>Proposal, PJ becomes a member of the Communication Committee.</p> | <p>GM proposed, SW seconded, the vote was carried unanimously.</p> <p>SW proposed, PJ seconded, the vote was carried unanimously.</p> <p>SW proposed, PJ seconded, the vote was carried unanimously.</p> <p>GM proposed, PJ seconded, the vote was carried unanimously.</p> |

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| | <p>The Communication Working Group now reverts to a committee.</p> <p>Proposal, BD attends the following courses, Councillor's training day 1 and 2 at a cost of £180.</p> <p>Proposal, BD attends the following course, Facebook Training; at a cost of £90.</p> <p>Proposal, BO attends Councillor's training day 1 and 2 at a cost of £180.</p> | <p>SW proposed, GM seconded, the vote was carried unanimously.</p> <p>PJ proposed, SW seconded, the vote was carried unanimously.</p> <p>PJ proposed, BO seconded, the vote was carried unanimously.</p> <p>SW proposed, PJ seconded, the vote was carried unanimously.</p> |
| 22171 | <p>Terms of References</p> <p>EPC Terms of Reference does allow for co-opted members to Chair committees and working groups. Co-opted members are also allowed to vote at meetings if the committee or working group they are on is responsible for land owned by EPC. Therefore, Co-opted members have voting rights on the Playing Field Committee, Flowerbed Committee, EROWOS Committee and Allotment Working Group. Co-opted members do not have voting rights on Planning Committee, Communication Committee, Personal Committee. Co-opted members are not allowed on the Finance Committee.</p> | |
| Meeting open to the members of the public | | |
| 22172 | The Gladman application on Bedwell Road has now passed the deadline for submitting the application to the High Courts. | |
| 22173 | As Peter Clear had been chairman of the playing fields for approximately 20 years it would be nice to have a tribute to him such as a bench in the playing fields or the Memorial Hall garden. | |
| 22174 | A new village community hall meeting is to be arranged soon, inviting the co-opted members. | |
| 22175 | A special police officer has all the powers of a full police officer, but like the PCSO can be placed elsewhere to cover other duties when required. | |
| 22176 | Birchanger Parish Council has employed a special police officer for over 2 years. | |
| 22177 | The bin in the children's play area on Isabel Drive is still being used for dog waste. | The Playing Field Committee will discuss whether to move it. |
| 22178 | It was suggested that as one of the last projects Peter Clear was looking into was the outdoor adult gym, EPC could continue with this project using some of the funds from the David Wilson Homes section 106 money. | EPC would decide whether to continue with this project or not. |

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| 22179 | The board for the fire assembly point in the playing field needs to be moved. | |
| 22180 | Members of the public asked if they could be put on the mailing list for agendas and minutes as the website was not being kept up to date. LJ said the website should not be a problem now as co-opted member Annie Gleason has said she will post documents until a councillor can be trained up. | |
| Meeting closed to public participation | | |
| Correspondence | | |
| 22181 | Relaunch of larger local council forum | |
| 22182 | PFCC Report update 7 December 2021 | |
| 22183 | Climate and Biodiversity update. | |
| 22184 | Minutes of the SAW, Parish and Town Council Liaison Group | |
| 22185 | Crime Data 8 December 2021 | |
| 22186 | PFCC update report 10 December 2021 | |
| 22187 | Peter Holt's visit | |
| 22188 | UDC News, changes to Christmas bin collection | |
| 22189 | E Bulletin 10 December 2021 | |
| 22190 | Operation Scepter knife amnesty bin | |
| 22191 | Organized Crime newsletter | |
| 22192 | Highway Highlights December 2021 | |
| 22193 | Covid 19 vaccine boosters | |
| 22194 | Essex Police Crime Team | |
| 22195 | North Hall Road update | |
| 22196 | SLCC Update on remote meetings | |
| 22197 | Police Bulletin 15 December 2021 | |
| 22198 | PFCC weekly update 17 December 2021 | |
| 22199 | Crime data 20 December 2021 | |
| 22200 | Police Bulletin 22 December 2021 | |
| 22201 | Latest Climate and Biodiversity update | |
| 22202 | E Bulletin 24 December 2021 | |
| 22203 | Crime Data 23 December 2021 | |
| 22204 | Police, December's Newsletter | |
| 22205 | Crime Data 4 January 2022 | |
| 22206 | Essex County Council PNA (Pharmaceutical Needs Assessment) request from Stansted Parish Council. | Stansted PC would like a second NHS dispensing pharmacy in the village. The first stage is a consultation survey. PJ said if councillors and parishioners are happy to complete the survey then please do so. |
| Items to go on next agenda (at Chairman's discretion, no decisions can lawfully be made under this item). | | |
| 22207 | Making the cemetery in the High Street a closed cemetery. | |

**Meeting closed at 9.50pm, the next Parish Council Meeting will be held in
the Memorial Hall on 7 February 2022 at 8.00pm**