



**Elsenham Parish Council
Minutes of the Parish Council meeting
held in The Memorial Hall at 7.45pm on 5 December 2022**

Members of Elsenham Parish Council (EPC) present at the meeting:

Cllr. G Mott (Chairman GM), Cllr. B Donald (Vice-Chair BD), Cllr. G Bentley (GB),
Cllr. R Franklin (RF), Cllr. P Jarvis (PJ), Cllr. P Johnson (PJJ), Cllr. F Lambert (FL),
Cllr. B Ogilvie (BO), Cllr. S Waite (SW) and Mrs. L Johnson (Parish Clerk – LJ).

Members of the public present at the meeting:

9, plus Essex County Cllr. R Gooding (RG), District Cllr. G Le Count (GL).

Gigaclear

Adam Lipski gave a briefing on the network rollout of ultrafast full fibre broadband in the village.

Adam is the community engagement manager for Gigaclear in the East of England. The design for Elsenham has been completed for the network rollout of ultrafast full fibre broadband. The design is being reviewed and will shortly be passed to one of Gigaclear building partners to start the validation process.

The new estates in Elsenham already have all the cables laid.

Trenches will be dug along the roads for empty conduits to be laid, in which the fibre optic cables will be inserted, some existing ducts will be used, physical infrastructure access (PIA), open reach network, which will save digging the roads up.

A new green junction cabinet will be installed, which will cover the whole village.

The cables will be laid up to the entrance of properties. If household would like Gigaclear installed, the cables are usually extended up to the property free of charge.

Gigaclear will be writing to all households and arranging public meetings.

Community Hubs are free, which includes the service for the Memorial Hall.

The whole process will take about three months.

Elsenham Surgery

Teresa Buglass, practice manager at Elsenham/Stansted Surgery gave a briefing on Elsenham Surgery.

Elsenham Surgery is in a financially difficult situation. This has caused a lot of pressure and stress on the staff, who do not know what the future holds. The previous practice manager, Karen Greaves, has left the practice and Stansted Surgery have stepped in to help.

In the past Elsenham Surgery has always relied on the dispensary as its main source of income. Unfortunately, the government has been reducing the amount the Dispensing Practices received from dispensary fees and the cost of drugs have increased, while the amount being reimbursed by the NHSE has reduced. This has made a large hole in the finances, and the surgery currently have an overdraft. To stabilize the finances of the surgery, the worst-case scenario is that if nothing is done soon Elsenham Surgery will have to close.

However, the surgery is in communication with the Integrated Care Board to secure some short-term financial assistance for the surgery, but the surgery is still at risk in the longer term.

If the Elsenham Surgery is to survive, it must change the way it works.

Talks are ongoing between Stansted and Elsenham Surgeries regarding a merge. However, there are lots of things to overcome and work out before this could happen.

If the two surgeries did merge, to keep Elsenham's premises the NHS would have to take out a mortgage and purchase the building.

This is a very worrying time for staff and patients.

PJJ said that in a previous unsuccessful Fairfield planning application, the developer had proposed the provision of an area of land as a site for a new doctors' surgery/medical facility. Going forward, it may be possible that if future residential developments were to be forthcoming, that a developer be asked to provide land for a new surgery within the new development site, as part of a S106 agreement.

Apologies for absence: None.

22591. Declarations of Interest: None.

Open to the public

22592. A resident asked what EPC's position was on climate change. Leaflets had been published for residents in Stansted giving ideas on how they could save money and help the environment. These leaflets were delivered to every property in Stansted. GM said that EPC did not have a position on climate change. GM asked for information and ideas on climate change to be sent to the Parish Clerk. Allan Hathaway said he would speak to the resident and exchange details and ideas about arranging the leaflets to be delivered in Elsenham.

22593. Allan Hathaway asked if the light along the Leigh Way path was still going ahead. SW said the quote for Leigh Way path was for the repairs only, but quotes were being obtained for the light to be installed.

22594. A resident of Elsenham Vale said he was very disappointed that EPC had stopped funding the PCSO. There had been some very disturbing violent crimes on Elsenham Vale, plus drug use and vandalism. Alex, the PCSO did a very good job establishing a wealth of information and following up on reports. GM said EPC had not been told of this, if they had, then it may have made a difference to the decision to stop funding. A report was circulated each month to EPC and these incidences had not been recorded on the reports. PJJ said EPC are advertising for a Special Constable. Special Constables have greater powers than a PCSO. FL asked if EPC could reinstate a PCSO until a Special Constable was assigned to Elsenham. LJ to add this to next month's agenda.

22595. A resident asked if the new revised layout for the children's play area had cost EPC any extra money and does EPC have a verbal works order in the contact.

GM said, no, it had not cost any further money and if it had, EPC would not have agreed to it.

Closed to the public

22596. Actions from previous minutes

Update on Fly Parking in the village – to be covered on minute 22598.

Request for a donation to the repairs of the Leigh Way path. ECA had replied saying they would not be donating; LJ is still awaiting responses from The Bowls Club and Tennis Club.

22597. Minutes

The Council considered the minutes of the meeting held on 7 November 2022.

GM signed the minutes as a true and accurate record.

22598. District Councillor's report

The Planning Committee voted unanimously to support a refusal to the Bloor Homes Phase 2 development for two hundred new homes in Henham. GL made the objections that if the Elsenham Surgery was to close, this would put a greater strain on Grove Hill. GL also spoke about personal problems he had experienced while using the roads in and around Elsenham. GL and GM will be speaking at the hearing.

GL said that there were no criminal offences in Elsenham listed on this week's crime report.

BD asked how accurate were the reports? Parish Councillors receive them each week and there has never been any reports on the crimes being carried out on Elsenham Vale. GL said he would find out.

UDC have asked town/parish councils if they would pay £1 per registered voter towards the cost of keeping UDC's Highway Ranger. ECC are withdrawing their direct funding of £65,000 towards the cost of this service and UDC are not in the position to fund it themselves.

GL asked if EPC had made a response to applications that go to PINS 62.

GM said EPC had responded.

GL said he had received a lukewarm response from Stansted Airport on the problems Elsenham have with airport parking. GL said the airport needs to reduce their charges, then more commuters would use the airport car park. One idea was to make a car park for airport parking in Stansted.

The website has now stopped advertising Elsenham as a place to park cars when using Stansted Airport.

Stansted Airport Traffic Forum have updated their website with a new online form for reporting on-street airport related parking.

'No airport parking' signs are being made for seven roads in Elsenham.

The names of the seven roads are to be sent to LJ to circulate to councillors for their agreement. A proposal will then be made by EPC as to whether the signs are erected or not. Although residents do not like airport parking outside their houses, making commuters use the airport carpark is giving more revenue to the airport.

A resident pointed out that Stansted Airport related activities, are in the district plan.

There is to be a further consultation period for the development on land south of Henham Road. While the hearing for Bloor Homes Development, which was submitted later, is starting on 12 December 2022.

GM said different inspectors have different views.

22599. County Councillor's report

RG said that it cost ECC £2 million to fund the Highway Rangers Service in the county. Therefore, due to lack of funds it was withdrawing its funding, this represents a withdrawal of £65,000 contribution to UDC. UDC have asked town/parish councils to contribute to £1 per registered voter in each parish, or the service would be discontinued. UDC would require most of the town/parish councils to contribute. If the rangers were discontinued their responsibilities would fall on Essex Highways.

PJJ said this was devolution, the transfer or delegation of power from ECC to District Council to Town/Parish Councils. This would increase the precept which may be capped.

There had been traffic chaos in Stansted and Grove Hill, due to Infinity Water digging up the road and erecting traffic lights. This has identified some of the reason why the traffic lights cannot be moved as it was causing problems for drivers coming out of driveways and not being able to see the traffic lights. RG said the situation of Grove Hill was almost unsolvable.

RG is still trying to arrange a meeting with UDC, Essex Police, Essex Highways, and Essex Minerals and Waste regarding the HGV's that are using local roads to transport spoils from development sites in Bishop's Stortford North to locations in Essex. Unless the drivers are infringing a traffic regulation order, there is little the police can do about it. However, they are driving up Grove Hill where they breach the weight limit and through Ugley Green where they breach the width limit.

GB suggested erecting a 6-foot 6-inch barrier on Pound Lane.

This would however cause problems with school busses, emergency vehicles and vehicles having to turn round in the road when they couldn't get through.

22600. Planning Committee

Minutes of the meeting held on 28 November 2022. Noted.

Proposal, Gary Bentley becomes a member of the Planning Committee.

Proposed by BD seconded by SW, the vote was carried unanimously.

Applications submitted to UDC Planning.

Nil

Decisions made by UDC.

- I. **UTT/22/2670/HHF** Single storey rear extension. 33 Oak Drive, Elsenham. **Approved.**
- II. **UTT/22/2564/FUL** Retrospective application for 4 no. containers for agricultural storage. New Farm, Stansted Road, Elsenham. **Withdrawn.**
- III. **UTT/22/2539/CLP** Single storey rear extension and addition of roof light to rear of dwelling. 46 Glebe End, Elsenham. **Approved.**

- IV. UTT/22/2536/OP** Outline application with all matters reserved except access, for the erection of 3 no. dwellings and associated work. Land Adjacent to Brook House, Tye Green Road, Elsenham. **Approved.**
- V. UTT/22/2318/DOC** Application to discharge condition 17 (acoustics) attached to UTT/19/2470/OP (99 dwellings off Isabel Drive and off Stansted Road, Elsenham). **Refuse to Discharge Conditions.**
- VI. UTT/22/1952/PAR3** Prior notification of proposed Change of Use of Agricultural Building to a flexible use within Storage or Distribution (Use Class B8), Hotels (Use Class C1), Commercial/Business/Service (Use Class E), or until the end of July 2022, uses previously classified as Assembly and Leisure (Use Class D2). Building At New Farm, Elsenham Road, Stansted. **Refused. Appeal lodged.**
- VII. UTT/20/2908/OP** Outline application for 50 market and affordable dwellings, public open space and associated highways and drainage infrastructure - all matters reserved except access. Land South of Bedwell Road, Ugley.

22601. Playing Field Committee

Minutes of the meeting held on 21 November 2022. Noted.

Revised play area layout. Noted.

So that the long slide could be retained, changes had to be made to the layout. All existing equipment listed in the program would still be included. The multi-level play area that was located on the mound would be moved to the position that was previously occupied by the accessible roundabout. The roundabout would now be located adjacent to the pirate ship with additional wet pour surfacing being included. all at no extra cost.

Dania is still set to complete the children's play area on 20 December 2022.

The proposal that was agreed to repair the Leigh Way path had not included the installation of a light. Therefore, three further quotes were required plus an additional quote for the ancillary work by the footpath contractors. SW said if the light was not installed at the time the path is being repaired, the new path would have to be dug up later to install the cables.

PJJ gave a note of caution, the Finance Committee had set initial budgets for 2023/24 which calculated the precept at approximately £10,000 more than last year, which could result in a 5% to 10% increase to residents. An accurate figure could be ascertained once the ready reckoner was sent by UDC.

The extra funding for this project could be taken from EMR new play equipment, as this would not affect the precept for next year, however it would need to be paid back.

BO said this project had been talked about for months. The quotes should have been proposed together so councillors knew the whole amount that was being spent, members were not given the full information.

Proposal, EPC pay up to £3,000 for the installation of a light along Leigh Way path. To cover the cost of the light and any ancillary work by the footpath contractor. SW proposed, FL seconded, the vote was carried 6 in favour, 0 against, 3 abstained.

22602. Rights of Way and Open Spaces Committee

Tree Warden's Report. **Noted.**

Minutes of the meeting held on 18 November 2022. **Noted.**

The Boxing Day walk is to start at 11am in the playing field top car park.

22603. Financial Payments

The following cheques and payments required for approval:

Beltons Gardening	£210.00
Zoom	£14.39
Wages	£2,484.60
A & J Lighting	£1,740.00
Royal British Legion	£20.00
Royal British Legion	£100.00
Royal British Legion	£18.00
Elsenham Village Hall	£30.00
Uttlesford Association of Local Councils	£10.00
Sharon Jones	£20.00
BACS M Burke Landscaping	£902.50
BACS M Burke Landscaping	£276.50
Belton Gardening	£290.55
UDC	£439.96
Air Ambulance	£100.00
3G Mobile	£6.00
HP Ink	£22.49

All payments approved for signing.

A summary of receipts and payments **Noted.**

GM and LJ signed the summary and receipts form.

The precept for 2023/24 will be proposed at the January meeting.

22604. Finance Committee

Proposal, EPC agree the increase to the Parish Clerk's salary in line with NALC National salary awards 2022/23 in accordance with the Parish Clerks contract of employment, back dated from 1 April 2022.

PJJ proposed, GM seconded, the vote was carried unanimously.

Proposal, EPC agree a Christmas bonus to EPC's three employees.

BD proposed a counter proposal, EPC give a £75 Christmas bonus to LJ and a £50 Christmas bonus to both litter pickers.

BD proposed, RF seconded, the vote was carried unanimously.

Proposal, Gary Bentley attends Councillor training days 1 and 2 at a cost of £180.

PJJ proposed, BD seconded the vote was carried unanimously.

22605. Clerk's Report

Confirmation had been received that the War Memorial which had been badly damaged in Church Lane had now been repaired. Builders were just waiting for the fence to be re-erected and then the War Memorial would be returned to its rightful place.

LJ said that Elsenham had never used the Highway Rangers as for health and safety reasons there were constraints on the work they could carry out.

As the time was 10.15pm it was agreed to move to number 17 on the agenda.

22606. Councillors Expenses.

PJJ explained that Councillors can only claim expenses for travel and subsistence, not for paper and ink. However, the District Council's Independent Remuneration Panel also sits as a Parish Remuneration Panel (PRP). The Regulations allow town and parish councils to pay their members a Parish Basic Allowance and Travel and Subsistence Allowances. The payment is usually a 5%- 10% of the District Councillors allowance which presently stands at £5,346.49. Most councils do not pay their councillors an allowance and if members agreed, EPC would be the first in Uttlesford.

Some councils although not giving an allowance, permit councillors to ask for printer ink and paper from the Parish Clerk.

If an allowance is given, councillors can opt out by writing to the Parish Clerk advising her that they do not wish to take part. The income may have to be declared to the Inland Revenue.

FL said that EPC were trying to keep the precept down for 2023/24, this would increase the precept.

BD said she did not think councillors should be out of pocket as they already give up their time and expertise. Going forward she would like to see EPC going paperless, some councils provide laptops which would save the need for printing documents.

Proposal, EPC should pay an annual allowance to councillors.

RF proposed, GM seconded, the vote was carried 5 in favour, 3 against, 1 abstention.

Proposal, subject to any constraints from the District Council's Independent Remuneration Panel, EPC should make an allowance of £30.00 per year to councillors, with effect from 2023/24.

RF proposed, SW seconded, the vote was carried by 7 in favour, 1 against, 1 abstention.

22607. Telephone Box.

The History Society change the photos and information in the telephone box, by the station, every three months.

22608. Touchpoint Food Share.

Touchpoint has been open in Elsenham 16 times, with an average of 70 people attending. Approximately 6.5 tons of food has been distributed to villagers, food that would otherwise have gone to land fill.

Correspondence

- 22609.** EALC Police, Fire and Crime Bulletin week commencing 31 October 2022.
- 22610.** EALC Announcement- Essex County Council- Budget Consultation 2023-2024
- 22611.** District News: Zero Carbon Communities Grant, Budget surveys.
- 22612.** PFCC Newsletter 4 November 2022.
- 22613.** Crime Data 7 November 2022.
- 22614.** EALC E Bulletin week commencing 7 November 2022.
- 22615.** EALC Police Bulletin week Commencing 7 November 2022.
- 22616.** 100 Parishes Update number 10.
- 22617.** PFCC newsletter 11 November 2022.
- 22618.** Boundary Commission for England review of Parliamentary Constituencies final proposals.
- 22619.** EALC E Bulletin week commencing 14 November 2022.
- 22620.** Essex Police Business Crime Team November Newsletter.
- 22621.** Crime Data 15 November 2022.
- 22622.** EALC Police bulletin week commencing 14 November 2022.
- 22623.** UDC New Consultation.
- 22624.** PFCC Newsletter 18 November 2021.
- 22625.** Elsenham Gigaclear Project Stage 2 - Coming Soon.
- 22626.** Stansted Airport Watch Newsletter.
- 22627.** EALC E Bulletin 21 November 2022.
- 22628.** Minutes from the Local Council Liaison Forum - Monday 7th November 2022.
- 22629.** Crime Data 23 November 2022.
- 22630.** Annual General Meeting of Uttlesford Citizens Advice.
- 22631.** PFCC Newsletter week commencing 21 November 2022.
- 22632.** Essex Police Newsletter 24 November 2022.
- 22633.** Cllr. LeCount on planning.
- 22634.** New Set of Councillor Training Days 1 & 2 - February 2023.
- 22635.** Essex Highways update: North Hall Road reopened.
- 22636.** PFCC Newsletter Update 25 November 2022.
- 22637.** Crime Data 28 November 2022.
- 22638.** Violence and Vulnerability Unit Newsletter.

- 22639. Items to go on the next agenda.**

Proposal, Considering the violent crimes that have been reported in Elsenham. EPC re-employ a PCSO until a Special Constable can be appointed.

Proposal, EPC donate the funds collected from the clothes bank in the playing field to a village charity.

20 is plenty campaign.

Carried forward from this meeting

Proposal, EPC adopt the amended Standing Orders – Circulated.

Proposal, EPC adopt the new Risk Assessment – Circulated.

Meeting closed at 10.30pm.

GM wished everyone a Happy Christmas.

Date of next meeting

The next Parish Council Meeting will be held at 8pm on Monday 9 January 2023 in the Memorial Hall.