



## **Elsenham Parish Council**

### **Minutes of the Parish Council meeting held in The Memorial Hall at 8.00pm on 4 September 2023**

#### **Members of Elsenham Parish Council (EPC) present:**

Cllr. G Mott (Chair GM), Cllr. G Bentley (GB), Cllr. B Burlton (BB), Cllr. P Davis (PD),  
Cllr. R Franklin (RF), Cllr. P Jarvis (PJ), Cllr. F Lambert (FL), Cllr. J Minor (JM),  
Cllr. S Waite (SW) and Mrs. L Johnson (Parish Clerk – LJ).

#### **Members of the public present:**

7, plus Essex County Cllr. R Gooding (RG) and District Cllr. P Lees.

**Apologies for absence:** Cllr. B Donald (Vice-Chair BD).

**Declarations of Interest:** BB declared an interest on item 18 on the agenda, Parish Council's boundaries. BB house backs onto the boundary of Elsenham's playing field.

#### **Open to the public**

**22934.** Allan Hathaway asked about item 9 on the agenda, the proposal to charge £75 per hour to hire the playing field. GM clarified that the village fete and Elsenham Football Club would not be charged.

**22935.** It was agreed that Allan Hathaway had done a wonderful job with reconstructing the Memorial Cross in Church Lane. The Memorial Cross had been severely damaged by lorries working in the adjacent field.

**22936.** GM confirmed the closing date to submit applications to be co-opted on to EPC was 11 September 2023.

**22937.** Teresa Buglass, Practice Manager of Elsenham Surgery, is holding a meeting at the end of September, to discuss the future of the two surgeries, Elsenham and Stansted.

#### **Closed to the public.**

**22938. Actions from previous minutes.** None.

#### **22939. Minutes**

The Council considered the minutes of the meeting held on 3 July 2023 and 7 August 2023. GM signed both sets of minutes as a true and accurate record.

## **22940. District Council**

UDC had held three extraordinary meetings this month, Scrutiny, Council and Cabinet.

The Local Plan is progressing. The sites should be made available on 4 October 2023 with the consultation running from 27 October to around the 16 December 2023.

Each household will be receiving a Home Booklet; PL asked everyone to respond.

4 September is the last day to reply to The Local Council Tax Support (LCTS) consultation. The LCTS is to help provide people on low incomes with their council tax bill.

UDC are asking the Government if they can come out of 'Special Measures'. There are other District Councils with worse planning records than UDC, but the Government cannot put all of these on Special Measures as the Inspectors would not be able to cope.

FL asked if any of the school buildings in Uttlesford have been affected by the crumbling concrete crisis?

PL responded saying there had only been one school affected, but after an inspection the school did not have to close as it was not considered unsafe.

PD asked about the bin collection and the fact that the bins were never put back into people's driveways but left in the middle of the pavement. This not only caused pedestrians to have to walk on the roads, but it showed to potential burglars which houses were empty. PL replied that to put the bins back on driveways would cause a lot of extra work to an already stretched workforce, but she would speak to the refuse collectors again. It would also be nice if neighbours could return bins to the correct driveways, especially if they knew that their neighbour worked or were elderly. FL said she would put that suggestion on her neighbourhood watch report.

PL said the open bin by Alsa Wood should be removed. It was an open bin and it was being used for dog waste.

Garry LeCount asked about the letter UDC was sending to Richard Holden MP, Minister for Roads & Local Transport, asking for mandating the use of special satellite navigation equipment in heavy goods. PL said Richard Holden had replied saying the Government has no plans to mandate the use of satellite navigating equipment. The full response to the letter is on UDC's website. UDC are doing the best they can regarding this problem.

JM said the problem with large vehicles in the village will get worse as more sites join Dandara and Bloor and begin construction on their developments. Many of these vehicles use Grove Hill and Ugley Green which means they are breaking the law. BB said that lorries thunder down Station Road going too fast, PL said photographs of the lorries must be taken.

## **22941. Planning Committee**

Minutes of the meeting held on 16 August 2023 – **Noted.**

Minutes of the New Community Centre meeting held on 21 August 2023 – **Noted.**

Notes on the visit to Duxford Community Centre on 11 August 2023 – **Noted.**

GM had prepared documents intended as an invitation to tender to architects for the new community centre. The tenders will need to be placed on the Government Finders

website as the contract will be more than £25,000. The draft documents have been circulated to all members of the New Community Centre for comments.

**Proposal:** BB is elected to the New Community Centre Working Group. GM proposed, FL seconded, the vote was carried unanimously.

UDC had agreed to an extension to planning application UTT/23/2028/DFO to 2 October 2023.

Both applications **a** and **b** have outline planning approval. It is therefore no use objecting to the development itself. Comments and objections should only be on the details of the plans.

Bloor are asking for a meeting, a provisional date was set 4 October 2023. LJ to inform Henham PC.

#### **Applications submitted to UDC.**

- a) **UTT/23/2063/DFO** Approval of reserved matters (comprising landscaping, layout, scale and appearance) pursuant to outline approval S62A/2022/0012 (UTT/22/2760/PINS) for the development of 200 residential dwellings along with landscaping, internal roads, public open space and associated infrastructure works. Land East Of Station Road Elsenham/Henham. **Responses by 14 September 2023.**
  
- b) **UTT/23/2028/DFO** Details following outline application UTT/19/0437/OP (allowed on appeal reference APP/C1570/W/19/3242550) for erection of 40 dwellings - details of appearance, landscaping, layout and scale. Land South Of Rush Lane, Elsenham. **Responses by 2 October 2023.**
  
- c) **UTT/23/1485/HHF** Demolition of existing single storey garage and erection of new garage with storage in same location as existing. 5 New Road, Elsenham.

#### **Decisions made by UDC.**

- d) **UTT/23/1223/FUL** Construction of 3 holiday let cottages and associated infrastructure together with improvements to site access. Land At The Stables, May Walk, Elsenham Road, Stansted. **Refused.**

#### **22942. Playing Field Committee.**

Minutes of the meeting held on 30 August 2023 – **Noted.**

**Proposal** EPC charge £75 per hour for hiring the Elsenham playing field. With the right to waive the charge for village organisations or charity events.

SW proposed, JM seconded, the vote was carried unanimously.

The tenders for the new play equipment for the Isabel Drive play area are being passed around the members of the Playing Field Committee. A meeting is to be held on 25 September 2023, to discuss the tenders and agree a recommendation to be put to Full Council on 2 October 2023.

#### **22943. Rights of Way and Open Spaces Committee**

Tree Warden's report – **Noted.**

LJ to obtain a price for purchasing a new covered litter bin plus the cost of the installation, the bin is to replace the broken one in the Spinney.

GM is meeting Glenn Shaw, ECC's Water Regulation Engineer, at Tye Green Pond on 6 October 2023. It is hoped that Glenn Shaw will be able to answer the questions as to why the pond floods, which way the water flows, if any drains or ditches, which have been filled in, are contributing to the problem and if the road, which is subsiding, is causing the problem. On 2 September 2023 the pond was dry, but water still laid on the road where it has subsided.

GB said that to have the road repaired would take some time, Highways must give priorities to major roads first.

One of the ditches has been piped, part of this piped ditch is on EPC's land.

It had been agreed to defer asking Nockolds about the PC's responsibilities until after the meeting with Glenn Shaw. If Glenn Shaw has plans of the area showing the drainage system, GM will ask for a copy.

LJ to obtain some quotes for dredging the pond.

#### 22944. Financial Payments

The following cheques and payments required for approval:

Sharon Jones	£22.25
H M Revenue	£1684.39
Mick Burke Landscaping	£168.00
Zoom	£15.59
G Mott	£12.00
Wicksteed	£179.03
Nockolds	£319.20
PFK	£756.00
OMG Trading LTD	£2187.13
1 <sup>st</sup> Brownie	£150.00
3G Mobile	£20.61
G Mott	£1.50
M Burke	£90.00
L Johnson	£55.94
Instant Ink	£22.49
Wages X 3	£2,674.16
M Burke Landscaping	£1021.50
Beltons Gardening	£548.05
Beltons Gardening	£220.50
3G Mobile	£30.98

All payments approved for signing.

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

Detailed receipts form – **Noted.**

Bank statement – **Noted.**

GM and LJ signed the summary and receipts form.

Draft Minutes of the meeting held on 25 August 2023 – **Noted.**

EPC have opened a bank account with the Unity Trust bank. £85,000 has been transferred into the account, which should yield £2,500 interest per year.

BB had been looking at the possibility of EPC opening a bank account with Cambridge & Counties Bank, unfortunately, the bank withdrew the account from

market on 22 August, as it was so popular. Parish Councils are very restricted as to where they can bank, as many banks refuse to open accounts for Parish Councils.

Both the internal and external auditors had raised the issue of EPC's incomplete Asset Register. The register still required many of the original costs of the items to be added. Some of the play equipment had been purchased many years ago and EPC have no records of the costs. The Finance Committee are going to address this.

The Annual Governance and Accountability Return (ARGA) for 2022/2023 is on EPC's website.

JM asked which bank the Section 106 money for the Isabel Drive play area was now kept.

BB said there is a difference between accounting for the funds separately and where the money is deposited. All EPC have done is moved some money from the Co-op to Unity Trust Bank.

There are two reasons for transferring the money, a better rate of interest and while all the funds were in one bank account, they were not Government protected.

#### **22945. Financial proposals**

**Proposal:** EPC give a grant to the Citizens Advice East Herts.

PL reported that the Citizen Advice in Bishop's Stortford was now closed.

BB proposed no action, FL seconded, the vote was carried unanimously.

**Proposal:** EPC give a grant of £100 to 'Supporting Families and Children in Elsenham'.

BB proposed, FL seconded, the vote was carried unanimously.

GM apologized for not allowing members more time to consider and speak at the last month's Parish Council meeting, when the proposal, for the fees to Nockolds for reviewing and advising on the Football Funding arrangement was amended from EPC paying the fees to the Football Club paying them. The Football Club has now declined to pay the fees on the account, that at no time before or during discussions were the Elsenham Youth Football Club advised about the fee for the review.

**Proposal:** EPC now pays the fee of £240 to Nockolds for the reviewing and advising on the Football Funding arrangement.

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

BB said he was not completely in favour of EPC paying the £240 fee and lessons needed to be learnt for the future.

#### **22946. County Councillor's report.**

RG had received a report from FL and JM on 'Proposed Speed Limit Amendment on Henham Road, Elsenham'. The speed watch team had recorded 40 vehicles exceeding the 30 mph, many in excess of 40mph, heading towards the school within a 75 minute session.

RG said the Highways panel idea was to install 40mph buffers on roads leading into Elsenham. Henham Road already has a buffer zone, one would be installed on

Stansted Road just before the motorway bridge and Hall Road would have one installed on the sharp bend, however, there was still a lot of work to do.

JM said the '20 is plenty' advisory speed limit needs to be made permanent. Highways need to pursue an enforceable 20mph speed limit within the vicinity of the school. Elsenham, like many Essex villages have joined the 20 is plenty campaign.

PD said the flashing 30mph sign on Stansted Road is obscured by a tree. RG said he would report the problem.

GM asked about the subsiding road in Tye Green by the pond, when could EPC expect to have it repaired? RG said there was a pecking order and Tye Green Road would be very low down. However, Glenn Shaw, when he meets with GM on 6 October could make a recommendation to Highways.

RF said the road from Elsenham to Stansted is very overgrown.

FL said the drains from the mini roundabouts to Leigh Drive are blocked.

Allan Hathaway said if there was just one pothole in Elsenham that Highways could repair it must be the one in Station Road on the left-hand side going towards the station. This pothole is very dangerous, someone has put a cone in the pothole. Cyclists must swerve around it. People are encouraged to cycle; therefore, the roads must be safe for them.

RG said he would inform EPC when the next Highways Panel meeting was being held.

FL said she had reported a car parked in front of a 'No Parking' sign, to Colchester Parking Partnership. The car was parked for one week and never received a parking ticket.

#### **22947. Clerk's Report**

LJ asked for clarification on the wasp procedure which was agreed at the last Parish Council meeting. RF said he would advise on the aerosol spray that LJ was to purchase. It was agreed that if a wasp's nest was reported, LJ would first contact RF. If RF was unattainable or LJ considered that a professional company were required, LJ would contact them.

LJ had contacted North Essex Parking Partnership (NEPP) with regards to the worn yellow lines on Station Road. The NEPP had replied saying that they agree the yellow lines need re-painting, but they do not have the money to carry out the work.

#### **22948. Flowerbed Committee**

Nothing to report.

#### **22949. Allotments**

The allotment committee were short on members if anyone would like to join.

#### **22950. Transport**

There had been some good feedback from bus users that the new drivers were very helpful and polite.

**22951. Communication Committee**

The Communication Committee is short of members if anyone would like to join.

**22952. Damage from overgrown trees in the cemetery**

A householder who lives in Markwells says that the EPC is responsible for the problems affecting the block of three garages which is bordered by the cemetery. The resident alleges that trees and bushes growing in EPC's cemetery have grown onto theirs and their neighbours garage roofs causing damage and possibly disturbance to the asbestos.

Some Councillors had been and looked at the garages and found that there was a lot of growth on the roofs. The growth has forced its way in through the corrugations where the roofs meet the walls, and between the sheets of the asbestos. Tendrils can be seen inside the garages.

There is a layer of sediment on the roofs which effectively fills in the valleys of the corrugations. It appears that much of the growth is rooted in the sediment, rather than having spread across from the bushes.

The householder says that the EPC is responsible, since the problem has arisen through the bushes growing across the roofs of the garages.

It was agreed to put this into the hands of EPC's insurance company.

The residents are to send EPC their insurance company details.

BB asked how EPC deal with all its boundaries, are they inspected? The boundary between BB property and the playfield has not been cut by EPC for at least two years.

**22953. Special Constable**

EPC have not employed a PCSO since March 2022. Since then, EPC have been trying to employ a Special Constable without any success. EPC have advertised on the notice boards, Facebook and the Elsenham News. There has not been one enquiry about the position. The training for a Special Constable takes a minimum of 18-months. Elsenham is not getting any support from Uttlesford District Community Policing. FL said she would like to ask Councillors how many were in favour of having a PCSO back in the village?

To allow Councillors to research the cost of a PCSO and the amount of time and help they gave Elsenham in the past, the proposal would be added to October's agenda.

**22954. Correspondence**

**22955.** The Hundred Parishes.

**22956.** Old Mead Road, Elsenham - Road Closure.

**22957.** PFCC Newsletter 4th August 2023.

**22958.** Local Council Liaison Forum - Tuesday 12th September 2023 at 7pm.

**22959.** UALC Newsletter 4th August 2023 including Notification of UALC AGM 7th September 2023.

**22960.** Uttlesford Newsletter.

**22961.** Violence and Vulnerability Unit Newsletter.

**22962.** Community Special Constables.

**22963.** PFCC Weekly Newsletter 11th August 2023.

- 22964.** EALC News e-Bulletin Week Commencing 14th August 2023.  
**22965.** New Dates released for Councillor Training.  
**22966.** EALC Police, Fire and Crime e-Bulletin- Week commencing 14th August 2023.  
**22967.** EALC Announcement- Buckingham Palace Garden Party 2024.  
**22968.** PFCC Weekly Newsletter 18th August 2023.  
**22969.** Rural Crime Survey request - Kemi Badenoch MP.  
**22970.** Phase 2 Viability Consultant for Uttlesford Reg 18 Local Plan 2023.  
**22971.** Stansted Airport Watch – press release – 21 August 2023.  
**22972.** EALC Police, Fire and Crime e-Bulletin- Week Commencing 21st August 2023.  
**22973.** NALC EVENTS 17 August 2023.  
**22974.** Uttlesford Association of Local Councils. Upcoming AGM Zoom invite.  
**22975.** PFCC Weekly Newsletter 25th August 2023.  
**22976.** SAW response to the Stansted Airport Draft Noise Action Plan 2024-2028.  
**22977.** Rural Engagement Team August Newsletter.

**22978. Items to put on next month's agenda.**

- Special Constable – FL.
- EPC's boundaries – BB.

**Meeting opened to public.**

**22979** Allan Hathaway said that EPC insurance company would not cover employees or councillors dealing with wasp nests. Wasps' nests should be destroyed by a professional.

**22980** 3 out of the 4 properties associated to the drainage of the Tye Green Pond have changed owners recently. So would probably be unaware about if any drains or ditches had been filled. All culverts must be kept open.

**Meeting closed to public.**

**Meeting closed at 10.06pm**

**Date of next meeting**

The next meeting will be 2 October 2023.