



Elsenham Parish Council

Minutes of the Parish Council meeting held in The Memorial Hall at 7.45pm on 4 December 2023

Members of Elsenham Parish Council (EPC) present:

Cllr. G Mott (Chairman GM), Cllr. B Donald (Vice-Chair BD), 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. A Mowbray (AM), Cllr. S Waite (SW) and
Mrs. L Johnson (Parish Clerk – LJ).

Members of the public present:

4, plus Essex County Cllr. R Gooding (RG).

Apologies for absence: None.

23188. Declarations of Interest: RF declared and interest on number 19 on the agenda, donation to Touchpoint, RF is a volunteer for Touchpoint.

Open to the public

23189. There is a lot of mud on Hall Road and Church Lane. The mud on Hall Road is mainly from the new development site. The mud on Church Lane is due to work that had been carried out in the field adjacent to the St. Mary's Church allotments. A ditch had been filled during the work and now when it rains all the slush runs down Church Lane. BD said she would inform UDC's Enforcements, but Highways should also be informed.

Closed to the public.

23190. Actions from previous minutes: None.

23191. Minutes

The Council considered the minutes of the meeting held on 6 November 2023. GM signed the minutes as a true record.

BB had noticed an error from the October's minutes number 23068. The word omitted should be admitted.

GM changed the order on the agenda.

23192. Planning Committee

Minutes of the meeting held on 1 November 2023 – **Noted.**

Minutes of the New Community Centre meeting held on 20 November 2023 – **Noted.**

Minutes of the meeting held via Zoom with UDC on 16 November 2023 – **Noted.** The Planning Committee are holding meeting on 6 December. One of the planning applications to be discussed will be the 40 houses on Land West of Robin Hood Road. This development already has an approved outline application. However, a new outline application has now been submitted, going through the S62A route rather than via UDC Planning Department. The only difference to the new submission is the access has been moved from Rush Lane to Robin Hood Road via the turning head near to the pedestrian level crossing. This supports the view that they were unable to gain access from Rush Lane because of a ransom strip. The deadline for objections is 8 January 2024, all representations should be made to the Inspectorate. EPC had consulted Simon Watts, Director of Transport Planning Ltd, who agreed that Robin Hood Road is indeed narrow, and less than ideal as a means of access, but he doesn't believe there is enough technical evidence to justify a highways reason for refusal in this case.

Many Councillors voiced their objections to the access. GM said the Planning Committee will make the best case they can.

The new community centre documents are now on the Government Contract Finder's Website; the deadline for responses is the 23 January 2024.

The Planning Committee are now holding regular Zoom meetings with UDC's Planning Officers, Lindsay Trevillian and Madeline Jones. The meetings are to be held on the 3rd Thursday of each month. Any planning issues that councillors would like raised please email LJ before the 2 Thursday of each month. These meetings were orchestrated by UDC. The problem with mud on Hall Road and Church Lane will be raised at the meeting on 21 December 2023.

The deadline to respond to the Local Plan is 18 December 2023. Although there are no further houses for Elsenham, there are 370 more homes proposed for north of Stansted, which could add to the congestion at the Chaple Hill junction. Also, the developments in Elsenham that have building permission, but have not yet been built, have not been taken into consideration.

GM is to draft a response.

Proposal: Patricia Davis becomes a member of the Planning Committee. GM proposed, SW seconded, the vote was carried unanimously.

Planning Applications submitted to UDC.

- I. UTT/23/2820/HHF** Double storey extension to garage to provide living accommodation. Elsenham Cross Cottage, The Cross, Hall Road, Elsenham. **Will be discussed at the meeting on 6 December.**
- II. UTT/23/2740/PAQ 3** Prior Notifications of change of use of agricultural building to 1 no. dwelling. Barn At Evie Rose Cottage Woodlands, Elsenham Hall, Elsenham. **Will be discussed at the meeting on 6 December.**
- III. UTT/23/2739/FUL** Proposed demolition of existing dwelling and erection of 1 no. replacement two storey dwelling together with associated operational development and landscaping (amendments to previously approved application UTT/23/1682/FUL). The Haven, Tye Green Road, Elsenham. **No comment.**

- IV. UTT/23/2735/FUL** Proposed residential development containing 7 no. dwellings along with access, carparking, landscaping and associated infrastructure. Land at Old Mead Road. **No Comment.**

Decisions made by UDC

- V. UTT/23/2598/AG** Galvanised Steel Agricultural Portal Frame Barn. Horseshoe design to create central sheltered area. Agricultural Roller shutters for plant access. Steel PA doors for pedestrian access. Single storey building with 10-degree apex roof. 4m to eaves to allow height required for Roller shutter for farm plant access. Land At Garrols Farm, Brick End, Broxted. **Refused.**
- VI. UTT/23/2176/FUL** Retention of existing mobile home as a permanent dwelling. Daisy Mays Farm, Hall Road, Elsenham. **Refused.**
- VII. UTT/22/2184/FUL** Erection of 5 no. dwellings with associated garages, landscaping and a new vehicular access, The Old Vicarage, Hall Road, Elsenham. Refused, 15 April 2023 and is now out of time for an Appeal.

23193. Playing Field Committee

Minutes of the meeting held on 29 November 2023 – **Noted.**
 PJ and LJ have almost completed the joint application between EPC and the Football Club, for a grant under the Grass Pitch Maintenance Fund. As this is a joint application EPC will not have a right to reclaim the VAT. This has been confirmed by The National Association of Local Councils’ legal department.

23194. Rights of Way and Open Spaces

Minutes of the meeting held on 24 November – **Noted.**
 The Boxing Day walk will take place at 10.30am, starting in the top car park of the playing field.

23195. Finance Committee

Draft minutes of the Finance Committee meeting held on 17 November 2023 – **Noted.**
 The Finance Committee held a meeting on 17 November, to look at the non-committee budgets, Administration, staff costs, cemetery, village general and grants. A further meeting is arranged for Wednesday 6 December to look at the predicted forecasts for 2023/24 and budgets for 2024/25 submitted by the committees. With a third meeting on 15 December, to reach a recommendation to be made to Full Council on 8 January’s meeting, on the budgets and precept for 2024/25.
 The precept may have to be increase, which given the financial situation that some families are experiencing, would be regrettable. BB thought there would be some very challenging discussions at this meeting on 8 January 2024.

The following cheques and payments were approved for payment.

Zoom	£15.59
Sharon Jones	£46.25

Beltons Gardening	£650.00
Beltons Gardening	£365.01
S N Camp	£180.00
M Jackson	£65.63
Belton Gardening	£220.50
Wages x 3	£2,674.82
Castle Water	£74.76
Belton Gardening	£548.05
M Burke	£1,021.50
M Burke	£125.00
Inland Revenue	£683.44
Beltons Gardening	£130.00
EALC	£108.00
Acculine Marking Ltd	£594.00
EALC	£90.00
S Waite	£15.65
Corr Plant Hire	£288.00
NALC	£39.22
M Burke	£75.00
3G Mobile	£20.61

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

Detailed receipts form – **Noted.**

GM and LJ signed the summary and receipts form.

23196. Financial proposals

Proposal: the Parish Clerk's wages are increased in line with the NALC Pay Scales 2023-24, back dated to 1 April 2023, in line with Parish Clerk's contract.

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

Proposal: BB attends a NALC course, winning strategies for the funding game, at the cost of £32.68.

BD proposed an amendment.

Proposal: BB and JM attends NALC course, winning strategies for the funding game, at the cost of £65.36.

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

Proposal EPC give the Parish Clerk a Christmas bonus of £100.

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

Proposal: EPC give a Christmas bonus of £50 each to the two litter pickers.

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

23197. Clerk's Report

A tentative enquiry had been made by the ECA on installing an electrical vehicle charging point on the Memorial Hall. This would hopefully be funded by grants.

More information was required. It was agreed to reply to the ECA saying that EPC are not indisposed of the idea and asking that the ECA take the lead on this project and produce a report.

JM had carried out some research on installing an electrical vehicle point and said he would send the information to the ECA.

23198. Flowerbed Committee

The minutes of the meeting held on 13 November 2023 – **Noted.**

The Flowerbed Committee have applied for a Zero Carbon Communities Grant fund for £1,000. If successful, this will be used for a wildflower area on De-Mandeville's Green.

23199. Allotments

A skip is now on the Smith Road allotments for plot holders to use.

An inspection of the taps took place. There was only one tap leaking. The water will be turned off during the winter. Another inspection of the taps will take place in Spring 2024.

23200. Transport

Timetables have been given out to some of the regular bus users. The buses are still having problems with all the road works and traffic lights which causes some of the busses to run late.

A regular article is going to be published in the Elsenham Magazine asking people to use the busses or they will lose them.

23201. Communication Committee

The article on Rush Lane application has been shared on Facebook. BD is still trying to make councillors administrators for Facebook. The idea is that after committees or working group meetings a councillor could then post an article on Facebook just giving a short summary of the meeting.

23202. Personnel Committee

Proposal: Patricia Davis becomes a member of the Personnel Committee.

GM proposed, AM seconded the vote was carried unanimously.

23203. Donation to Touchpoint

Touchpoint are trying to raise funds to purchase toy vouchers for children in families that are struggling in the financial climate. More than 40 of these children come from Elsenham.

BD is donating £200 from the District Councillors fund.

Proposal: £500 to be donated to Touchpoint to purchase toy vouchers for Children in need for Christmas 2023.

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

£228 will come from the clothes bank fund and £272 will come from EPC's grant's budget.

It was noted that the meeting could only commit to a donation for this year.

23204. District Councillors' report

Three streets in Elsenham did not have their waste bins collected last week. This was due to sickness; the bins will be collected on Thursday 8 December.

The consultation on the draft Local Plan ends 18 December 2023. BD asked that when completing the consultation, residents put things that they think are good about the plan, not just those they think are bad.

UDC are holding a Full Council meeting on 6 December 2023 to vote on Local Council Tax Support (LCTS) which help families on low incomes with their Council Tax bill.

The car park in Lower Street Stansted is going cashless, payment can only be paid with cards or on the phone app.

BD said the council tax has not been set yet, she would find out when it will be published.

BD also said she would find out when the ready reckoner, which helps work out any increase/decrease to the precept, will be available.

23205. Essex County Councillor report

RG said Highways only receive a very small percentage of ECC's overall budget.

The largest percentage goes towards social care for adults and children.

RG said that making car parks cashless makes it challenging for some people.

Grove Hill is still a problem. The signs are unenforceable, and it is important that the problem is just not moved to another village.

Other counties are following Essex and placing social workers in hospitals. Hospitals seems to be the best place to encourage young people to talk to social workers about the drug problems they face on the streets.

A survey was carried out asking young people where they felt safest, most said at home and school but not in youth centres, where drug dealers were waiting outside.

RG said he had reported the potholes on Hall Road.

BD asked if Highways could do anything about the mud on the roads coming from the developers. RG said that when responding to planning applications, Highways always put down a condition that the development must have wheel washers, unfortunately, UDC would remove the condition.

BD asked about the flooding in Station Road. RG said this is due to the drainage from Orchard Crescent not being fit for purpose. Building inspectors should check that the drainage system on development sites is working correctly before signing off developments.

RG said he would report the pothole outside Tinkers Cottage.

RG said the Highway Engineer was visiting Tye Green on 7 December 2023, to assess the subsiding road.

GM asked if it was possible for the report from Essex Highway on the Robin Hood Road application could be submitted as soon as possible.

23206. Correspondence

23207. Your Essex: your need-to-know this November.

- 23208. Uttlesford District Council - new consultation.
- 23209. PFCC Weekly Newsletter 3rd November 2023.
- 23210. Local Plan News: Consultation begins for new draft local plan & Drop-in exhibitions.
- 23211. PFCC Weekly Newsletter 10th November 2023.
- 23212. Community Special Constables - quick update.
- 23213. Local Plan News: Drop-in exhibitions for draft local plan + how to have your say during consultation.
- 23214. EALC Police, Fire and Crime e-Bulletin- Week Commencing 6th November 2023.
- 23215. EALC News e-Bulletin Week Commencing 6th November 2023.
- 23216. SAW member letter and Press Release.
- 23217. The Hundred Parishes Society - Member Update 04 November 2023.
- 23218. District News 13 November 2023.
- 23219. CSC Update.
- 23220. The new Hundred Parishes website.
- 23221. Vital Training to Enrich your Council.
- 23222. Violence and Vulnerability Unit Newsletter.
- 23223. EALC County Update November 2023.
- 23224. EALC Upcoming Courses in November.
- 23225. EALC Police, Fire and Crime e-Bulletin- Week commencing 13th November 2023.
- 23226. UDC RCCE Neighbourhood Planning & Housing Virtual Drop In Event 4th December 7pm.
- 23227. SLCC News Bulletin - 15 November 2023.
- 23228. PFCC Weekly Newsletter 17th November 2023.
- 23229. EALC News e-Bulletin Week Commencing 20th November 2023.
- 23230. EALC Announcement- Worknest FREE Employment Law Webinar 2023.
- 23231. Uttlesford Business Awards 2024 - applications now open!
- 23232. Parish Liaison.
- 23233. EALC Police, Fire and Crime e-Bulletin- 20th November 2023.
- 23234. Uttlesford Car Parking Review 2022.
- 23235. Have your say on our 2024/25 budget, ECC.
- 23236. PFCC Weekly Newsletter 24th November 2023.
- 23237. Local Plan News: Summary consultation booklet, Extra drop-in exhibition + How to have your say during consultation.
- 23238. EALC News e-Bulletin Week Commencing 27th November 2023
- 23239. Violence and Vulnerability Unit Newsletter.
- 23240. EALC Police, Fire and Crime e-Bulletin- Week Commencing 27th November 2023.
- 23241. News Bulletin - 29 November 2023 – SLCC.

23242. Items for next month's agenda

- Donation of £250 to Touchpoint. BD.
- Charitable donations for the rest of the financial year. AM.
- Outdoor Gym. JM.
- Precept. BB.

Meeting opened to public

- 23243. A resident said that changing the access to Robin Hood Road was going to cause many problems. There are no pavements on part of this road, residents step out of their front gardens straight onto the road. The dustcart has great difficulty driving down the road as it is so narrow.

23244. JM said he had attended a meeting on 16 November about stopping fly parking. The message was clear at this meeting, due to lack of resources, organisations such as the police and the North Essex Parking Partnership must prioritise their work. Issues raised at a parish council level are very low on the priority list.

23245. FL said it was nice to see that the developers of Crossways had repaired the pavement which they had damaged when building the three properties.

23246. The streetlight outside the Doctors Surgery should be repaired on 18 December 2023.

23247. A resident asked if a bus stop could be placed opposite The Crown, saying 'To Stansted Airport'. RG said he would ask.

Meeting closed to public.

Meeting closed at 9.45pm

Date of next meeting

The next meeting will be 8 January 2024.