



Elsenham Parish Council

Minutes of the Parish Council meeting held in The Memorial Hall at 7.45pm on 1 July 2024

Members of Elsenham Parish Council (EPC) present:

Cllr. G Mott (Chairman GM), Cllr. P Davis (PD), Cllr. R Franklin (RF), Cllr. P Jarvis (PJ),
Cllr. F Lambert (FL), Cllr. J Minor (JM) and Mrs. L Johnson (Parish Clerk – LJ).

Members of the public present:

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Apologies for absence:

Cllr. G Bently (GB), Cllr. B Donald (BD) Cllr. B Burlton (BB),
Cllr. A Mowbray (AM), Cllr. S Waite (SW) and District Cllr. P Lees.

Declarations of Interest: None.

Open to the public

- 28932.** Members of the public who live in Tye Green were very concerned about work that was being carried out at a property called Highfields Lodge, Tye Green. The owners had now removed the hedges and extended the land, making what was once a small family home into about an acre of hard standing. There has been no planning permission for change of use submitted to UDC. The two access roads, which were once small lanes have been made wider. The land has been raised by approximately 4-feet and a 6-foot fence has been erected. EPC advised residents to email UDC Enforcement individually with their concerns copying in Cllr. Lees and Cllr. Donald.
- 28933.** A member of the public reported that when the work in Station Road had been carried out, a lot of the debris, including the old curb stones had not been removed, but pushed into the hedges. FL offered to investigate, LJ to contact the company.

Closed to the public

- 28934.** **Actions from previous minutes** – None.

28935. Minutes.

The Council considered the minutes of the meeting held on 3 June 2024, GM signed the minutes as a true record.

28936. Planning Committee.

Minutes of the meeting held on 5 June 2024 – **noted.**

Minutes of the meeting held with UDC on 20 June 2024 – **noted.**

EPC are holding a meeting on 2 July 2024 with Alex Clark from Bloor Homes.

The planning applications, 40 houses off Rush Lane, UTT/23/2028/DFO and 240 houses North of Bedwell Road, UTT/24/0543/OP are both due to go to UDC's Planning Committee on 24 July 2024.

Applications submitted to UDC Planning.

The following 4 planning applications will be reviewed at the Planning Committee meeting on 3 July 2024.

- I. **UTT/24/1528/CLP** Proposed Certificate of Lawfulness for extension of existing garage for vehicle parking and storage. 4 Cranmore Close, Elsenham.
- II. **UTT/24/1471/HHF** Proposed construction of a self-contained annexe. 14 Spencer Close, Elsenham.
- III. **UTT/24/1416/LB** Proposed conversion of stables and office block into 1 no. self-build dwelling with newbuild link. Fullers End Cottage, Tye Green Road, Elsenham.
- IV. **UTT/24/1375/HHF** Conversion of existing garage and carport to annex. 26 New Road, Elsenham.

Decisions made.

- V. **UTT/24/1202/PAR3** Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to a flexible use within Storage or Distribution (Use Class B8), Hotels (Use Class C1), Commercial/Business/Service (Use Class E). Building At Fullers End Farm, Fullers End, Tye Green Road, Elsenham. **Prior Approval Not Required.**
- VI. **UTT/24/0997/HHF** Proposed new door opening in external flank wall Flat 8, Elsenham Hall, Elsenham. **Refused.**
- VII. **UTT/23/0713/OP** Outline Planning Application, With All Matters Reserved Except Scale & Access, for the erection of up to 7 dwellings and associated work. Land West Of Old Mead Road, Henham. **Approved.**
- VIII. **UTT/23/0654/FUL** Erection of temporary marquee, with associated catering facilities, toilets and services, and 80 dedicated parking spaces, plus 20 overflow spaces, drop-off bay and service area vehicle turning head. Golf World Stansted Ltd, Hall Road, Elsenham. **Approved.**

28937. The New Community Centre Committee.

Minutes of the meeting held on 17 June 2024 – **noted.**

The invitation to tender for the new community centre is on the Government Contract Finders website, the closing date is 12 July 2024. EPC has so far received 24 questions, held 4 onsite meetings, plus 1 phone call.

The stall at the fete helped to get the message out that Elsenham is going to have a new community centre. 27 people entered the Rogues' Gallery competition. Pictures of the new centre were drawn by children while GM and AM had conversations on the new community centre with the parents. Everyone won a prize if they wanted one. There were some sweets left over plus colouring crayons and cards.

PJ declared an interest, as Mrs Jennifer Jarvis is his wife.

Proposal: Items left over from the fete are given to Mrs. Jennifer Jarvis, who said that she can make good use of all the items at her charity dementia group she runs at Saffron Walden.

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

28938. Playing Field Committee.

Minutes of the meeting held on 26 June 2024 – **noted.**

One quote has been received to lay extra paths in the children's play area, further quotes will be required.

28939. Rights of Way and Open Spaces Committee.

The Tree Warden's Report – **noted.**

A meeting is to be held on 12 July 2024.

28940. Financial Payments.

The following cheques and payments required for approval:

RoSPA	£268.80
K Wood	£20.00
M Burke	£80.00
Castle Water	£41.70
Inland Revenue	£629.83
HEU Benefice Account	£65.00
A & J Lighting	£118.80
L Johnson	£55.79
V Waples	£260.00
Instant Ink	£25.49
Zoom	£15.59
ICO	£35.00
Wages X 3	£3,007.51
M Burke	£1,476.50
H P Ink	£25.49
3G Mobile	£20.61
3G Mobile	£25.90

All payments approved for signing.

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

Detailed receipts form – **Noted.**

GM and LJ signed the summary and receipts form.

28941. PCSO budget.

JM said that a provisional budget of £4,500 had been agreed for a PCSO. At the June meeting it was decided not to go ahead with part funding a PCSO, so what will now happen to the agreed budget?

GM confirmed that the money set aside for a PCSO would not be used for other purposes. At the end of the financial year budget 4279 will show an underspend of £4,500.

28942. Clerk's Report.

The internal audit had been carried out and all the documentation is on EPC's website. The dates for the period of the exercise of public rights is 1 July 2024 – 9 August 2024.

Elsenham Youth Football Club (EYFC) are holding their presentation day on Saturday 6 July 2024. The scheduled time is 9.30am – 6.30pm. EYFC apologised for not asking EPC earlier.

Henham Parish Council have signed up for part funding a PCSO for another 9 months.

28943. Flowerbed Committee.

FL noted that in the minutes dated 20th May 2024, BD had asked that the summer plants are packed in the beds and not spread out as in previous years. This does not seem to have happened. FL said it would help if the plants were planted in a zigzag across the beds and not in straight lines.

GM said it had been decided not to plant anything in the flowerboxes by the motorway bridge this year because of all the dust coming from the development and people's safety when watering the plants.

Dandara has now installed new village entry signs on Stansted Road, these being one of the conditions attached to the Dandara development. EPC had asked many times if Dandara would make the new signs higher than the old ones, to accommodate the flower boxes underneath, without plants growing high enough to obscure the sign. Dandara had agreed to this, most recently at a meeting on 24 January 2024. But the new signs are not high enough, or wide enough. An email was sent to Andrew Owen at Dandara on 23 June 2024 pointing out their error. Andrew Owen apologies and said he would get it rectified.

JM pointed out that the new 30mph sign is being obscured by trees.

28944. Allotments Committee.

There was no allotment report.

28945. Transport.

On 25 July 2024 two fire crews from Newport and Stansted were called out to Quendon, as a bus carrying school children had caught fire. Everybody on the bus was evacuated and the road was closed. Nobody was injured.

Following the results of the public consultation, it was reported that there would be no change to the current bus operator, Stephensons of Essex, for the 7 and 7A buses.

28946. Communication Committee.

There was no communication report.

28947. Correspondence

28948. EALC Announcement - *NEW* ECC Climate Action Advice Packs

28949. Rural Engagement Team May Newsletter.

28950. Police, Fire and Crime Commissioner for Essex.

28951. Parish Forum - 10 June 2024.

28952. The ERO Presents - May 2024.

28953. EALC News e-Bulletin Week Commencing 3rd June 2024.

28954. EALC Announcement- NALC Guidance on Pre-election period for Town and Parish Councils.

28955. EALC Police, Fire and Crime e-Bulletin- Week Commencing 3rd June 2024.

28956. EALC Legal e-Bulletin June 2024.

28957. PFCC Weekly Newsletter 7th June 2024.

28958. EALC County Update - May 2024.

28959. NALC Chief Executive's Bulletin.

28960. Community Special Constables - Recruitment update.

28961. You are invited to our Campaign Pre-launch event on 20th June.

28962. Violence and Vulnerability Unit Newsletter.

28963. EALC News e-Bulletin Week Commencing 10th June 2024.

28964. Local Plan News: Local Plan timetable update.

28965. Member update 12 June 2024.

28966. EALC Police, Fire and Crime e-Bulletin- Week Commencing 10th June 2024.

28967. Tye Green Road, Elsenham – closure.

28968. PFCC Weekly Newsletter 14th June 2024.

28969. NALC Chief Executive's Bulletin.

28970. EALC Police, Fire and Crime e-Bulletin- Week commencing 17th June 2024.

28971. News Bulletin - 20 June 2024, NALC.

28972. PFCC Weekly Newsletter 21st June 2024.

28973. EALC News e-Bulletin Week Commencing 24th June 2024.

28974. RF would like to attend the EALC AGM which is to be held on Thursday 26 September 2024 in the Layer Suite at Colchester Stadium.

28975. Items to be added to next month's agenda.

None.

28976. FL asked for an update on the streetlight in Station Road by the doctor's surgery. LJ said UK Network Power had re-booked the work to be carried out on 24 and 25 July. LJ had explained to UK Power Network that EPC does not have the authority to put up cones to stop cars from parking on Station Road, which would allow the work to be carried out. UK Power Network must apply for a permit from ECC. LJ has asked Cllr. Ray Gooding to help, as a permit usually takes 3 months.

28977. Teresa Bugless, Practice Manager at Stansted and Elsenham Doctors Surgery, had informed RF that she is happy to come to a parish council meeting and give an

update on the merger, but feels that all the information has been sent to patients via emails.

Date of next meeting.

The next meeting will be on 5 August 2024.

The meeting finished at 8.45pm.