

HENHAM PARISH COUNCIL
Minutes (unapproved) of a Council Meeting

Date: Thursday 7th December 2017

Time: 7.30pm

Venue: OSCA, Henham

Present: Cllrs N. Baker, K. George-Lafferty, M. Francis, S. Lee, M. Fisher, D. Marshall, County Cllr R. Gooding

1. Apologies for Absence: District Cllrs P. Lees and G. LeCount, Cllrs A. Malins and F. Frindle

2. Approval of the Minutes of the Last Meeting

The minutes of the November 2017 meeting were approved and signed by the Chair.

3. Matters Arising

4. Reports and Recommendations

(i) Greens and Village Estate – Cllr. Baker

1. **Village ponds** – Final grading and seeding of bare areas around the ponds will be completed once Affinity has completed their work programme. The Parish Council is awaiting a revised quote for pond planting. Cllr Lee is waiting for quotes for the no duck feeding poster printed. It was previously agreed that consideration should be given to opening up the “hidden” Crow Street pond as per Henleys, stage one of the work has been completed. The Chair met with Mrs Foster to discuss her concerns over an adjacent pond to her residence. The Parish Council will get a contractor to look at the pond to suggest the best way to deal with her concerns.
2. **Water works** AWL have confirmed they are currently working on final service connections for the village (some missed and have now been identified). They anticipate being clear of the village shortly.
3. **Superfast Essex/New BT Cabinet** - The Chair, with Elaine Randall our Broadband Champion, met with BT Openreach on 25th October. A revised siting for the new BT Box was agreed in the hedge adjacent to the existing box (BT had originally suggested siting the box on the village greens). The cabinet for superfast broadband is now being installed. This should enable the other half of the village to enjoy superfast broadband if they so wish. BT hopes to complete the work on 18th December. Residents are reminded that if they wish to have superfast broadband after that date they need to contact their **Internet Provider** direct and ask to be changed to superfast broadband. BT call their superfast broadband **Infinity**. Please watch the Henham Website www.henham.org for any further updates.
4. **Tree pruning** – A review of canopy raising of other trees in the village will take place over the coming weeks.
5. **Blossom Hill Trees** – The Chair has obtained and agreed a quote regarding cutting back the trees. The work has been completed.
6. **Snow Cottage and High Street** –The Chair previously agreed to look at a blocked drain in Chickney Road and the ditch reported by Nicky Brogan to see how the drainage works. A contractor is looking at the work. Awaiting advice from a contractor.
7. **Field View Hedge** – Candy Chlapik has informed the Chair that the weeds and bramble in the ditch by the new Field View hedging is growing into the hedge and choking the plants. Cllr Francis will investigate.
8. **Ditch in Chickney road.** A ditch in Chickney road by the new development has been cleared. Concern has been raised as to its safety. Cllr Francis will investigate.

Speedwatch Campaign – Cllr Frindle has informed the Clerk that he is pleased to say our Speed Recording device has arrived and is working well. On Thursday 7th December 13 residents were trained at OSCA and are ready to conduct the Campaign immediately. The Parish Council thanks Cllr Frindle, Cllr LeCount and the volunteers for their efforts in getting this long awaited campaign off the ground.

Grass cutting – Our contractor has confirmed he will hold his prices for 2018. It was agreed to renew the contract and to extend the grass cutting areas to include the greens by Billy’s Barn, the slopes on the right hand side of Mill Road and the green at Old Mead Road.

Thank you reception for volunteers – The Chair will look into the Parish Council hosting a drinks event in the Spring as a special thank you to all volunteers who work for the Parish Council for free, contributing their time and efforts to the village.

Telephone Box – Repairs to the floor, roof and lighting were agreed.

Village Hall – Glenn Brennan gave a presentation to the Councillors at the start of the meeting to discuss improvements to the village hall. It was agreed that initial urgent remedial works to the roof and guttering would be carried out at a cost of £1500. The budget for the rest of the works are to be decided and agreed at the next Parish Council meeting. The Parish Council accepted Glenn Brennan’s kind offer to project manage the works and thanks both Glenn and Cllr Marshall for their work in getting this project off the ground.

(ii) Finance

Receipts				
<u>From Whom</u>	<u>Description</u>			<u>Amount</u>
Henham SOV	SOV 100 Club November draw			£374.00
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M. Dacey	Clerk’s salary (November)	£ 366.27	£ 0.0	£ 366.27
Popcorn Web Design Ltd (2805)	Annual Website hosting fee	£165.00	£33.00	£198.00
Unipar Services LLP (23815)	Village Speed Gun	£823.00	£164.60	£987.60
P. Knott (59705)	Grass cut 8/11/17	£340.00	£0.0	£340.00
Candy Chlapik (397)	Village gardening maintenance	£52.50	£0.0	£52.50
Mark Mower (212)	High Street drains clearance	£105.00	£0.0	£105.00
LM Peake (0888)	Tree removal work in village and BT hedge	£1100.00	£0.0	£1100.00
Jenny Wigley (712867)	Barrister fees for HTY	£1,750.00	£350.00	£2,100.00
S. Lee (PP121264)	Refund for St George’s flag	£58.91	£11.78	£70.69
Henham Village Shop Association Ltd (H00041)	Post Office Services	£1897.00	£0.0	£1897.00
A.Lees (73528)	Refund for SOV website domain	£24.00	£4.80	£28.80

Treasury Management Investment Policy and Strategy 2017/18 – Cllr Fisher: Nothing to report

Annual Return for Henham PC 2015/16–The EALC has written again to the NALC and Local Councils Audit on HPC’s behalf. The Clerk continues to await a formal response.

2018-2019 Draft Budget/Expenditure Forecast and Precept The Clerk distributed a draft budget and draft expenditure forecast to all councillors for their appraisal during November 2017. Last year’s income requirement resulted in the council setting a precept of £39,220, less the UDC LTCS Grant of £724 making a total of £38,496.

Councillors were previously advised by the clerk to consider the draft expenditure forecast for Henham for the 2017-2018 period and this would help them arrive at an income requirement for the

coming financial year. The proposed budget to keep the precept at the same level as last year was agreed nem con.

(iii) Planning and Developments

Applications:

- **UTT/13/3113/HHF** – proposed single storey rear extension joining existing garage to dwelling. Part conversion of garage to utility room, Cornerways, Crow Street
- **UTT/13/3180/LB** – proposed single storey rear extension joining existing garage to dwelling. Part conversion of garage to utility room, Cornerways, Crow Street
- **UTT/17/3050/FUL** - Change of use of 3 no. barns from agricultural use to business use. (Barns 1 & 3 for storage of cars and Barn 2 for office use). Also to use existing menage for vehicle storage. | Wood Farm Pledgdon Green Brick End Road Henham CM22 (note the application falls within Broxted Parish).
- **UTT/17/3197/FUL** - Residential development for 36 dwellings and associated roads and parking, together with public open space, play area and associated Sustainable Drainage along with infrastructure improvements to Henham and Ugley Primary School including car parking, drop-off / parking facility and playing field provision, Land South of School Lane

Breaches: *District Cllr Lees to update re HTY:*

- **Hill Top Yard (UTT/15/0623 – Enforcement – removal of 5m lights)** – The Parish Council awaits further enforcement action to remove the lights. District Cllr Lees to update.
- **Hill Top Yard (UTT/16/3393/FUL – Retrospective Application for 2.5m Lights)** – Planning permission granted, subject to conditions.
- **Hill Top Yard – illegal airport parking** – The site now appears to be empty.

Appeals: UTT/17/0668/OP Outline application for the demotion of existing garage and erection of 1 no. detached dwelling, Site at Birch Grove Old Mead Road. APPEAL against refuse APP/C1570/W/17/3177319 – Appeal dismissed

Decisions- None

(iv) Highways –

It was previously agreed that Cllr LeCount would arrange a meeting with County Councillor Ray Gooding re Highways issues – update.

(a) Potholes by Toot Toot Bridge – temporary repairs to be carried out in February 2018, with resurfacing in 2019.

(b) Protective metal pipes and posts outside The White House, Old Mead Road. Norman Chan from ECC has been asked to review the previous decision by Highways that the damaged posts are “safe”. ECC have reviewed and no action to be taken at this time (ECC ref 20370075). Cllr LeCount has also submitted LHP scheme submission to ECC.

(c) School parking – proposed installation of double yellow lines on the corners of Pimblett and Carters Lane - Vicky Duff and Rissa Long (ECC) - Cllr LeCount has submitted LHP scheme submission. Awaiting response.

(d) Crow Street kerbing - County Cllr Gooding continues to liaise with Essex Highways.

(e) Signage at The Row – a new sign should be erected in the new year – no date provided by UDC.

(f) Village & Speed Signage - Rissa Long (ECC) and Vicky Duff at Essex Highways have been asked to investigate (1) extending the 40mph speed limit along Old Mead Road to Toot Toot bridge and (2) along Hall Road up to the village (3) moving the village 30mph speed limit sign back to include the new 9 houses being developed and Blossoms Hill Farm. Cllr LeCount has submitted LHP scheme submission. This is still under review. Cllrs LeCount and Frindle will be gathering speed data to support the submission,

(g) High Street - Cllr LeCount has reported the caving in of the High Street between Highfields and Chickney Road to ECC and large pothole (ECC ref 2543872).

(h) Chickney Road damage and ditch rubble – Cllr LeCount has reported this to ECC.

5. Correspondence

Sent/Received: letter received from Scott Walker from Auto 2000 regarding the planning application at Pledgdon Green referred to above.

- Planning Applications - see 4(iii) above
- Clerk – approximately 250 emails in November 2017.

6. Waste and Minerals Development Issues – Nothing to report.

7. Stop Stansted Expansion – Nothing to report.

8. Governance – The Clerk confirmed that all relevant paperwork relating to the co-option of Cllr Matt Francis has been carried out and accepted by UDC.

9. Local Plan – The Parish Council have written to UDC to point out that its comprehensive response has not been properly recorded on the UDC computer. Update.

10. Neighbourhood Planning – Nothing to report.

11. Henham SOV 100 Club draw Cllr. Fisher –

Andy Eardley conducted the draw on behalf of the Henham SOV 100 Club. He drew from a black bag containing 150 lottery balls.

The winning numbers were:

1st Prize Number 118 (N & M Watson) £218

2nd Prize Number 110 (R Bonino) £105

Christmas Bonus Ball 52 (D Dawson) £636

Total funds received were £750 half will be paid out in prize money totalling £376 with the balance of £374 will be paid to Henham Parish Council SOV Funds.

As always many thanks for all for your support and hopefully it will be your turn next month to be one of our lucky winners.

13. Date of Next Meeting The next Parish Council meeting will be held on Thursday 1st February 2018 7.30pm at OSCA. Everyone welcome. There is no meeting in January 2018.

Mareike Dacey, Clerk