

HENHAM PARISH COUNCIL
Minutes (unapproved) of a Council Meeting

Date: Tuesday 29 January 2019

Time: 7.30pm

Venue: OSCA, Henham

Present: District Cllrs LeCount and P. Lees, Cllrs N. Baker, A. Malins, S.Lee, K. George-Lafferty, F.Frindle, M. Francis, M. Fisher, County Cllr R. Gooding and Clerk M. Dacey

1. Apologies for Absence: Cllr D. Marshall

2. Approval of the Minutes of the Last Meeting

The minutes of the December 2018 meeting were approved and signed by the Chair.

3. Matters Arising

4. Reports and Recommendations

Greens and Village Estate – Cllr. Baker:

- (i) **Ponds** – Further tree work behind the first two ponds and cutting back basal growth in Crow Street should be completed on 8th February with the removal of the debris.
- (ii) **Pavement outside Snow Cottage** – It was previously agreed the puddling on the pavement outside Snow Cottage would be examined. A contractor is looking at the area for a solution. A resident has helpfully shown why the area might be prone to flooding, this theory has been passed to the contractor.
- (iii) **Poplar Hall** - The owner has asked that the Parish Council clears the growth and a sapling on the village greens adjacent to the old wall bordering her property, prior to work on the wall. Awaiting contractor to complete the work on 8th February. It was previously agreed that the Parish Council would contribute 50% towards the repair work to the wall where it has fallen down. The Chair as spoken to the owner who is researching an alternative method for repairing the wall.
- (iv) **Allotment Fencing** – The allotment fencing work has been completed.
- (v) **Damage to footpath sign by Clematis Villa** – The sign has been repaired and re-erected and an invoice has been sent to the driver.

Elections – A briefing will take place at UDC for parish council clerks to enable to pass on information to councillors on Wednesday 27 February at 7.30pm. Both the Chair and the clerk will attend.

Annual Parish Meeting – it was agreed this would take place on April 4th 2019 at 7pm in OSCA. All villagers welcome.

Woodland – The Parish Council has purchased some woodland opposite Hill Top Yard. It was previously agreed that Cllrs Fisher and Frindle would call a meeting for February 2019 to discuss future use for the site. A date for the meeting has been set for 7:30 at the Village Hall on 27th February 2019. This has previously been advertised in the Dragon.

Speedwatch – Cllr Frindle continues to liaise with Essex Police regarding Speedwatch on Old Mead Road. UPDATE

Gardening contract – Candy Chlapik is no longer able to continue with village garden maintenance in respect of the war memorial, bus stop and noticeboard areas. It was agreed nem con that Paul Mower will undertake the village gardening going forwards.

Grass cutting contract – It was agreed nem con to continue with our mowing contractors at a rate of £435 per cut which is a monthly price of £870, a slight increase on £820 which the Parish Council has been paying since 2015.

(ii) Finance

Receipts				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
SOV 100 Club	November Draw	£395.00		
Tees	Wayleaves re Wyndies	£1500.00		
<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)	£ 377.26	£ 0.0	£ 377.26
N. Baker	Refund for Xmas tree lights	£127.99	£32.00	£159.99
N Baker	Refund for Xmas tree lights delivery	£12.99		
SSE	Donation	£250.00	£0.0	£250.00
Gardner Planning Ltd (055.2)	Bell House planning advice	£612.15	£122.43	£734.58
Henham Village Shop Association Limited (H0045)	Post Office fees quarter Nov 18- Feb-19	£2083.50	£0.0	£2083.50
M.Dacey	Clerk's salary (December)	£377.26	£0.0	£377.26
M Francis	Refund for allotment fencing PC contribution	£75.00	£0.0	£75.00
MAJ Fiddler (0616)	Village maintenance works	£886.00	£0.0	£886.00

Treasury Management Investment Policy and Strategy 2018/19 – Cllr Fisher – nothing to report.

Lloyds Bank plc did not renew the bond in September, but the Chair has now received paperwork that the bond has now been renewed, now at a higher rate of 1% which will mature on 13th January 2020.

Henham Parish Council Receipts and Expenditure records for Quarter 2 of 2018-2019 financial year were previously given to Cllr Fisher for approval.

2019-2020 Precept – The HPC Income requirement has remained at £39,220, as agreed in the December meeting. The net tax base for Henham (i.e. number of properties paying council tax) has gone up from 637.31 to 648.42. This has the effect of decreasing ever so slightly the amount of council tax raised per household for the precept; for example, the band D rate for 2019-20 will be £60.49 compared to £60.85 in 2018-19. All bands will decrease by 0.59% for the 2019-20 precept contribution. Paperwork regarding the precept was submitted to UDC on 11 January 2019 by the clerk.

(iii) Planning and Developments

Applications:

- **UTT/18/3370/OP** – proposed Outline planning application, with all matters reserved except access, for the demolition of buildings and the erection of up to 9 dwellings and associated development, Land South Of The Farmhouse Old Mead Road. Reconsultation giving a further 10 days– this is because it has been pointed out to UDC that the planning statement showing on their web site was not complete. This has now been rescanned and re published.

- **UTT/18/3391/OP** – proposed Outline application with all matters reserved except for access and layout for the demolition of existing garage and erection of 1 no. dwelling and detached garage and creation of new access- Theydon Lodge North Hall Road
- **UTT/19/0089/HHF** – proposed partial demolition of double garage and front wall, and erection of side extension with a smaller first floor side extension above - 5 Vernons Close Henham
- **UTT/19/0154/HHF & UTT/19/0155/LB** - Proposed single storey rear extension and rooflights. Replace side window with french doors - Easter Cottage Chickney Road
- **UTT/19/0039/FUL** – proposed construction of 1 no. dwelling to land at rear, The Shielings Old Mead Lane. It was agreed to instruct the Parish Council's planning advisor.
- **Land at Chickney Road, Henham – proposed development of 16 new homes** – Agents have written to the Clerk regarding a proposed development of 16 new homes at Chickney Road by the 9 houses currently being constructed. This application has not yet been submitted to UDC and residents have been advised not to make any comment until HPC has sought advice from its planning advisors.
- **FAIRFIELD: UTT/17/3573/OP Land to The North West of Henham Road** – Henham Parish Council strongly opposes this development of 350 houses and will challenge it at the UDC Planning meeting. It was expected that the planning meeting may be heard next month. It had been noted with relief that the Fairfield development is not included in the draft Local Plan. The air pollution report previously circulated to Councillors has been sent to UDC.

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

- **Hill Top Yard (UTT/15/0623 – Enforcement – removal of 5m lights)** – The Parish Council continues to monitor any other ongoing breaches of the planning conditions. District Cllr Lees will chase up the breaches to find out present position. Enforcement continue to monitor.
- **Ref: ENF/18/0359/C: meter fence erected around the site of a previously refused planning application - land south of School Lane, School Lane, Henham** - An investigation has found that there was no breach in planning control; the erection of security/heras fencing requires no planning permissions this is temporary and for security purpose i.e. to prevent fly- tipping on land or illegal encampments therefore in terms of planning control no further action will now be taken, however the site will be monitored but in respect of this investigation the file will now be closed.

Appeals: UTT/18/0923/HHF - APP/C1570/D/18/3211401: Keyham House, High Street, CM22 6AS – Appeal for loft conversion dismissed.

Decisions: UTT/18/1811/FUL - Erection of three new dwellings on the land to the rear of Bell House, including the demolition of the existing garage for Bell House and its replacement as an extension to Bell House, Bell House, High Street – at the hearing on 19th December 2018, it was decided that the application would be deferred until 16th January for a site visit. The UDC Planning Committee refused the 3 houses behind Bell House on 16th January 2019. The vote was 8:0 with one abstention. It was refused on the grounds of (1) backfilling (2) open countryside (3) adjacent to listed buildings (4) adjacent to conservation area.

(iv) **Highways – UPDATE from Cllr LeCount:** The planned meeting with Rissa Long at ECC was cancelled in December and January and has been re-scheduled for 7th February 2019.

(a) 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. This is still under review.

(b) Signage at The Row - UDC have noted that the signage needs to be put in place.

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

(d) Hall Road – the Parish Council agreed to pay £6,000 for the installation of the 40mph buffer zone although the cost is rather high, it is in the best interest of all residents. Update as at 9 January

2019 from Gregg Speller Third Party Works, External Construction, Essex Highways: "I have booked in the design work with our Design Team and they are aiming to have the design completed by the end of March. Once this is complete they will also submit the request for the Traffic Regulation Order (TRO). The design needs to be completed before the TRO can be initiated so this can be referred to when the consultation period starts. Unfortunately the TRO process can take a few months if no objections are received, but as soon as that is completed we can then start to discuss construction. All going well, if pushed for a rough 'finger in the air' timescale, I would suggest we are looking at construction around July/August time. I hope this helps and as soon as the design is complete I will pass onto yourself to share with the Parish ahead of the TRO process beginning."

(e) parking on pavements – Cllr Frindle raised a safety concern regarding parking on pavements in the village in particular Mill Road and Church Road. It was agreed Cllrs Frindle would issue letters on offending vehicles.

Residents are encouraged to also report any matters to Essex Highways direct via the Essex Highways web site www.essex.gov.uk/highways (details also on the Henham Website), as the more people who complain regarding Highways matters the more likely something will get done.

5. Correspondence

Sent/Received:

Planning Applications - see 4(iii) above

- Clerk – approximately 200 emails in December 2018 and 200 emails in January 2019.

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

7. Stop Stansted Expansion – Uttlesford Planning Committee approved the Stansted Airport planning application on the casting vote of the Chairman. If this decision is allowed to stand, Stansted Airport will have permission for 44% more flights and 66% more passengers compared to last year's levels. SSE confirmed that 47 Parish Councils objected to the planning application and none supported it. The Secretary of State has instructed UDC not to issue a decision notice – i.e. confirmation of planning consent – until he has had an opportunity to give the matter further consideration. SSE has asked all Parish Councils to add weight to SSE's calling in the decision by writing to the Secretary of State.

8. Governance – The updated Standing Order (taking in account NALC updates) were distributed in advance of the meeting by the Clerk. It was agreed nem con to adopt the updated Standing Order. There were no updates necessary to the financial regulations.

9. Local Plan – The UDC Cllrs had voted to recommend the Draft Local Plan to go forward for Public Consultation. The Parish Council supports the Draft Plan which did not propose any further housing in Henham apart from those houses already allocated. The Local Plan is currently undertaking a further independent sustainability appraisal phase to ensure it is fit for purpose. The Local Plan has been submitted on 25th January for examination.

10. Henham SOV 100 Club draw Cllr. Fisher –

Cllrs Karen George- Lafferty and Amanda Malins conducted the December and January draw. They drew from a black bag containing 158 lottery balls. The winning numbers were:

December

1st Prize Number 29 (S Morris) £229

2nd Prize Number 88 (A & T Lane) £111

3rd Prize Christmas Bonus Ball £55 Cumulative total £55

January

1st Prize Number 101 (D Brinkley)

2nd Prize Number 123 (A Heslop)

3rd Prize Christmas Bonus Ball £55 Cumulative total £110

Total funds received for each draw were £790 half will be paid out in prize money with the balance of £395 to be paid to Henham Parish Council SOV Funds.

13. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 7th March 2019, 7:30 at OSCA.

Mareike Dacey, Clerk