

HENHAM PARISH COUNCIL
Minutes (Unapproved) of a Council Meeting

Date: Thursday 5th December 2019

Time: 7.30pm

Venue: OSCA, Henham

Present: County Cllr R. Gooding, Cllrs N. Baker, F. Frindle, D. Marshall, S. Lee, M. Fisher, Z. Rutterford and Clerk M.Dacey

1. Apologies for Absence: District Cllrs P. Lees and G. LeCount, Cllrs R. Ryan and M. Francis

2. Approval of the Minutes of the Last Meeting

The minutes of the November 2019 meeting were approved and signed by the Chair.

3. Matters Arising

4. Reports and Recommendations

Greens and Village Estate – Cllr. Baker:

- (i) **Tree inspection** - The additional report has now been circulated and the Arborist has received confirmation of planning permission from UDC on behalf of the Parish Council for permission to deal with the trees which require remedial action. It was previously agreed to ask the arborist to also inspect the cemetery, allotment and pond trees. This is yet to be done. The Parish Council awaits the schedule for the remedial work in order to allow the tender process to commence.
- (ii) **Village green outside Poplar Hall** – Cllr Marshall is awaiting quotes for circular bench repair and move and tree stump removal.
- (iii) **Ditches** – It was previously agreed that a review of the ditches should be carried out and an overgrowth maintenance programme established. Cllr Fisher agreed to provide a list of overgrown ditches for review.
- (iv) **Damage to Clematis Villa** – The Chair is attempting to submit a claim at the Small Claims Court against the taxi driver who damaged the footpath sign last Christmas. Cllr Fisher agreed to attempt to find out a forwarding address for the taxi driver.
- (v) **Salt** – The salt has been delivered and the Parish Councillor's contractor will distribute to all bins in our parish.

Auditor – The Parish Council thanks our internal auditor for all his work during 2018 and 2019 for audits and has gifted him 2 bottles of gin.

Woodland – An ecology report was to all Councillors for review prior to this meeting. A thought provoking presentation by Will O'Connor, a professional ecologist. Following a discussion it was agreed that he would prepare a management report for further consideration. Cllr Rutterford agreed to send the ecology report to the Dragon so that villagers could be informed. The Parish Council thanks Will O'Connor for his work and assistance to date.

Village Hall – It was previously agreed that the results of the asbestos report and flooring report would be required for the Parish Council's review at an EGM prior to any decisions being made regarding the extent of works/funding being agreed. The village hall committee's business plan is awaited by the Parish Council. It was previously agreed to proceed with the asbestos survey and management report at a cost of £1100 plus VAT and this will be carried out on 8th January 2020 after the pantomime. The project manager has provisionally arranged for the flooring expert to inspect the floor on 8th/9th January 2020 – the quote is awaited.

The Parish Council's solicitors have now confirmed the Parish Council as custodians of the Village Hall are responsible for the ownership of the fence. The Chair will obtain quotes.

Speedwatch – Cllr Frindle is still awaiting the results of his application for permission to conduct Speedwatch along School Lane and Crow Street. It was noted that the PCSO will be able to assist with

monitoring speeding in the village. Cllr Frindle is planning to advertise for more volunteers in the new year.

PCSO – The clerk has been liaising with the PCSO as regards setting up a monthly “Coffee with Cops” at OSCA. The Parish Council agreed it would be prepared to fund the monthly meeting cost of approximately £12 . The proposal is that the Parish Council would then publicise this to encourage attendance by residents. The PCSO has also been in contact with the Head teacher at the school to assist with the continuing parking issues.

Parish Filing Cabinets - The chair has reviewed the contents of the existing filing cabinets and is looking at quotes for fireproof replacements for review by the Parish Council.

Christmas Tree – The Parish Council thanks those residents and Councillors who assisted with the installation of the tree. It will be taken down on Sunday January 6th at – any volunteers to meet at 11:00.

Remembrance Sunday Road Closure - We will need to apply for next year’s road closure. It was agreed the Clerk would liaise with Karen Lafferty-George.

Cemetery fees – Linda Peake has been researching cemetery costs in other local areas and on the basis of those fees structures which are considerably higher than Henham’s, her recommendations have been previously circulated to all Councillors. She has recommended a proposal for an immediate increase of 20%. This still makes Henham cheaper than Bishops Stortford or Saffron Walden. This was agreed nem con.

(ii) Finance

Receipts				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
SOV 100 Club	October draw	£395.00		
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M. Dacey	Clerks salary (November)	£386.31	£0.0	£386.31
JRB Enterprise Ltd (20487)	Dog Poo bags	£58.04	£11.61	£69.65
Popcorn Web Design Ltd (4393)	Annual village website web hosting fees	£165.00	£33.00	£198.00
Andre Lees	Refund for SOV annual web hosting fees 2019	£24.00	£4.80	£28.80
Andre Lees	Refund for SOV annual domain renewal fees 2019	£38.76	£7.75	£46.51
Andre Lees	Refund for SOV annual web hosting fees 2018	£24.00	£4.80	£28.80
Andre Lees	Refund for SOV annual domain renewal fees 2019	£38.76	£7.75	£46.51
M. Dacey	Refund for stamps	£31.44	£0.0	£31.44
CZ Design & Print (92069)	HPC leaflets	£32.70	£0.0	£32.70

Treasury Management Investment Policy and Strategy 2019/20 – Cllr Fisher – nothing to report.

2020-2021 Draft Budget/Expenditure Forecast and Precept discussion for setting of Precept – deadline end January 2019. The Clerk previously distributed a draft budget and draft expenditure

forecast to all councillors for their appraisal during November 2019. Last year's income requirement resulted in the council setting a precept of £39,220, less the UDC LTCS Grant of £724 (to be confirmed) making a total of £38,496. Councillors were previously advised by the clerk to consider the draft expenditure forecast for Henham for the 2020-2021 period and this would help them arrive at an income requirement for the coming financial year. Following a discussion it was agreed nem con to keep the budget at the same level as last year but to have hold a review during the autumn of 2020.

(vi) *Planning and Developments*

Applications:

- Proposed 46 Houses at Land East of Mill Road -- Many residents received a flyer on 20th November 2019 regarding a proposed housing development on Mill Road for 46 homes. The developer is inviting residents to comment. Henham Parish Council strongly advises that residents do not respond until a formal application is received and our planning advisors offer advice. If residents respond now, the applicant will deal with your concerns within their application. Henham Parish Council will advise residents further at the appropriate time.
- **UTT/19/2825/HHF** – proposed raising of the existing bungalow roof to create first floor bedrooms and study, erection of cartlodge with living accommodation above and erection of detached garage/workshop, Treetops North Hall Road
- **UTT/19/2692/OP** – proposed Outline planning application, with all matters reserved except scale & access, for the erection of up to 6 dwellings and associated work, Land at Old Mead Road.
- **BEDWELL ROAD: UTT/19/2266/OP** – proposed Outline planning application for the erection of up to 220 dwellings including affordable housing with public open space, structural planting and landscaping and sustainable drainage system (SuDS) with vehicular access point from Bedwell Road. All matters reserved except for means of access, Land North of Bedwell Road And East Of Old Mead Road Ugley And Henham.
- **FAIRFIELD: UTT/17/3573/OP Land to The North West of Henham Road - RECONSULTATION**– Henham Parish Council strongly opposes this development of 350 houses and will challenge the re-consultation which was submitted by Fairfield in mid July 2019. UDC has agreed to an extension to the deadline for responses to 23 September. Advice to residents has been provided. The Uttlesford Environmental Officer has written a report advising against the development due to pollution, which is good news. UPDATE

Breaches: none

- **Appeals: The Bell House, High Street, Henham - Application reference: UTT/18/1811/FUL Appeal reference: APP/C1570/W/19/3231568.** An appeal against the refusal of the development in the paddock at Bell House has been lodged and will be heard at UDC on 16 January 2020 at 10am – HPC will be represented by our planning advisor. The UDC planning committee refused the initial planning application.
- **Decisions:**
- **UTT/19/2782/TCA, UTT/19/2785/TCA, UTT/19/2766/TCA, UTT/19/2783/TCA and UTT/19/2784/TCA** – planning approvals received regarding HPC tree remedial work in the village.
- **UTT/19/2416/HHF** – proposed Cart Lodge with home office over, White House, High Street, Henham – Refuse

(iv) *Highways –:*

Hall Road Henham The Henham Parish Council previously agreed to pay for the installation of a 40mph buffer zone at this site and awaits a further cost quote from Essex Highways. The clerk has chased for this and Essex Highways have now confirmed the cost of construction is now a fixed price of £9,711.74. Correspondence relating to this and the clerk's request for EH to be review their quote was circulated to all Councillors prior to this meeting. We were originally quoted £6k for the

construction. The Parish Council has already paid approximately £3500 plus VAT to get to this stage. Cllr LeCount was going to liaise with Gregg Speller direct re other 3rd party quotes. County Cllr Ray Gooding to assist.

Blocked drains in Old Mead Road - A new online application has been applied for by Cllr LeCount

School Parking at Sages, School Lane, Pimletts and Carters Lane, Henham – The Headteacher previously requested advice from the Parish Council as to how to solve the current parking issues at the school. ***Cllr LeCount has met with her and will meet again in January 2020 to produce an action plan. The request for double yellow lines in the vicinity of the school would need to be made to the North Essex parking Partnership and will need Cllr Gooding's support as the relevant County Member.***

Protected Lane Repairs (UTTLANE98 Pledgdon Green - Brick End Broxted) – Cllr Rutterford has written to ECC and Essex Highways regarding the damage to the lane following the closure of Hall Road.

Re-opening of Hall Road, Elsenham (Abbotford Bridge) – Update from Essex Highways on 27/11/19: “Abbotsford Bridge reopened last week with the support of two-way traffic lights while reinstatement works continue on site. We anticipated the two-way traffic lights to be in place for approximately one week however, for the safety of the public the two-way traffic lights will remain in place while the workforce finalise and demobilise the site. Traffic management will be removed and the bridge will be fully open by the end of Friday 13 December 2019. The bus operators have been informed that the road is open however, the shuttle bus service will remain in place until the original route that was operational before the closure can be reinstated. We recommend contacting the bus operator for updates, details can be found on: <https://www.essexhighways.org/getting-around/bus/bus-operators.aspx>. We would like to thank local residents for their patience and co-operation during the works.”

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 November 2019

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

7. Stop Stansted Expansion – SSE are attending the High Court in London on November 12th, 13th and 14th. We await the outcome of the hearing.

8. Governance – Nothing to report.

9. Local Plan – The Stage 1 hearing sessions have been heard at UDC.

10. Henham SOV 100 Club draw Cllr. Fisher –

November Draw

County Cllr R. Gooding conducted the draw on behalf of the Henham SOV 100 Club. He drew from a black bag containing 158 lottery balls. The winning numbers were:

1st Prize Number 43 (M Lambe) £ 229

2nd Prize Number 27 (H Searson) £111

Christmas Cumulative Bonus Ball (R. Sweeney) £650

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

13. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 6th February 2020, 7:30 at OSCA. There is no meeting in January 2020.

Mareike Dacey, Clerk