

# HENHAM PARISH COUNCIL

## Minutes (Unapproved) of a Council Meeting

Date: Thursday 2nd November 2017

Time: 7.30pm

Venue: OSCA, Henham

**Present:** District Cllr & Cllr G. LeCount, Cllrs N. Baker, S.Lee, M. Fisher, F. Frindle, D. Marshall and Clerk M. Dacey

**1. Apologies for Absence:** County Cllr R. Gooding, District Cllr P. Lees, Cllrs A. Malins and K. George-Lafferty

### 2. Approval of the Minutes of the Last Meeting

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

### 3. Matters Arising

### 4. Reports and Recommendations

*(i) Greens and Village Estate – Cllr. Baker*

- Village ponds** – Final grading and seeding of bares areas around the ponds will be completed once Affinity has completed their work programme. The fish which were moved into the small pond when the silting was done will be moved back into the large pond they came from at the end of the month. 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, the Chair has inspected the work required with the arborist and awaits a quote for stage one of the work. 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. The Parish Council thanks Cllr Marshall for his work assisting Mr Mower clearing the pond drains.
- Restoration of damaged Greens** -The Chair continues to liaise with AWL regarding the ongoing works and impact on the village greens, with updates provided on the village website and Facebook. AWL have confirmed they are currently working on final service connections for the village (some missed and have now been identified) and the last connection down by Plegdon Farm. They anticipate being clear of the village in the next couple of weeks.
- 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). It is hoped that an agreement can be signed very shortly which means a new box could be installed before Christmas enabling the other half of the village to enjoy superfast broadband.
- Tree pruning** – A review of canopy raising of other trees in the village will take place over the coming weeks.
- Pond fencing** – The works have now been completed.
- Blossom Hill ditch and Chickney Road** – Cllr LeCount reported to ECC that the ditch rubble needs clearing and current state of the road has been reported to ECC. The Chair has obtained and agreed a quote regarding cutting back the trees. The work will be completed soon.
- 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.
- High Street/Chickney Road** – Cllr LeCount has reported the caving in of the High Street between Highfields and Chickney Road to ECC.
- Road repairs** – The annual road repairs to the Council road at Wood End Green have been carried out. The pot holes by the Church have also been repaired.

**Speedwatch Campaign** – Cllrs Frindle confirmed that there are now 13 volunteers. Cllr Frindle put forward a proposal for the Parish Council to purchase its own speed device for £805 + VAT (incl delivery). This was seconded by Cllr Fisher.

**Christmas Tree** – It was agreed the Parish Council will put up the village Christmas Tree on Sunday 26<sup>th</sup> November.

*(ii) Finance*

<b>Receipts</b>				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
Henham SOV	SOV 100 Club October draw	£374.00		
JPCSG	Refund for account closures	£1767.50		
<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 (September) plus one month's bonus	£ 732.54	£ 0.0	£ 732.54
M. Dacey	Admin expenses (stamps)	£29.04	£0.0	£29.04
Gardner Planning Ltd (024.12)	Professional planning advice re HTY	£300.00	£60.00	£360.00
Gardner Planning (048.2)	Professional planning advice re Thatch End	£300.00	£60.00	£360.00
Royal British Legion	Poppy wreath	£25.00	£0.0	£25.00
Affinity Water (1377517-4)	Allotment water bill	£106.89	£21.38	£128.27
Treecology (0876)	Tree reduction work in village	£465.00	£0.0	£465.00
Elsenham Parish Council	Refund for JPCSG account closures	£883.75	£0.0	£883.75
Jonathan Leech (17-10-451)	Wood End Green road repairs	£300.00	£60.00	£360.00
Jonathan Leech (17-10-452)	Church pot hole repairs	£550.00	£110.00	£660.00
Barry J Poole (HPC 007)	Pond fencing materials and labour	£1443.60	£0.0	£1443.60
P. Knott (59683)	Grass cutting 11/10 & 25/10	£820.00	£0.0	£820.00
BT (direct debit)	Village Hall telephone and broadband	£45.20	£9.04	£54.24
Gardner Planning Ltd (024.13)	HTY planning advice	£750.00	£150.00	£900.00

**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.

Henham Parish Council Receipts and Expenditure records for Quarter 1 and Quarter 2 of 2017-2018 financial year were approved by Cllr Fisher.

*(iii) Planning and Developments*

**Applications: UTT/17/2387/FUL Thatch End, The Row, Starr Road**– UDC have responded with feedback on the application.

- **UTT/17/3011/HHF** - proposed Demolition of existing garage/stable outbuilding and erection of new replacement garage/outbuilding to house garage and ancillary residential accommodation, Wood End Wood End Green
- **UTT/17/3012/LB** - proposed Demolition of existing garage/stable outbuilding and erection of new replacement garage/outbuilding to house garage and ancillary residential accommodation, Wood End Wood End Green

#### **Breaches:**

- **Hill Top Yard (UTT/15/0623 – Enforcement – removal of 5m lights)** – The Parish Council awaits further enforcement action to remove the lights.
- **Hill Top Yard (UTT/16/3393/FUL – Retrospective Application for 2.5m Lights)** – The planning committee met to decide this on 25<sup>th</sup> October. In spite of the Parish Council using their barrister and planning advisor, the decision was 7:3 in favour of granting planning permission, subject to stringent conditions.
- **Hill Top Yard – illegal airport parking** – An enforcement file to investigate the alleged airport parking has been opened by UDC. The site now appears to be empty.

#### **Appeals: None**

#### **Decisions- None**

*(iv) Highways – Update from Cllr LeCount:*

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

- (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 said they will reinspect.
- (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. This is still under review.
- (d) County Cllr Gooding continues to liaise with Essex Highways regarding the kerbing on Crow Street.
- (e) Signage at The Row - UDC have noted that the signage needs to be put in place.
- (f) 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.

## **5. Correspondence**

Sent/Received:

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

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

## **7. Stop Stansted Expansion – Nothing to report.**

## **8. Governance – Nothing to report.**

**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.

**10. Neighbourhood Planning** – Nothing to report.

**11. Henham SOV 100 Club draw Cllr. Fisher –**

**October Draw**

The Clerk conducted the draw on behalf of the Henham SOV 100 Club. She drew from a black bag containing 150 lottery balls. The winning numbers were:

1st Prize Number 53 (D & R Pick) £218

2nd Prize Number 110 (R Bonino) £105

3rd Prize Christmas Bonus Ball £53 Cumulative total £583

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. Next month will be our first Christmas bonus ball and assuming 150 paid up members the prize will be a very Merry Christmas sum of £636.

**12. Village Hall** – Glenn Brennan addressed the Parish Council on the issues surrounding the fabric of the Village Hall. After some discussion Glenn was asked if he would conduct some further work and return to the Parish Council with costings etc. The Parish Council thanked Glenn for the considerable time and effort he had put into the presentation.

**13. Date of Next Meeting** The next Parish Council meeting will be held on Thursday 7<sup>th</sup> December 2017, 7.30pm at OSCA. Everyone welcome.

***Mareike Dacey, Clerk***