



LD HEATH PARISH COUNCIL

Draft Minutes of the Parish Council Meeting Held remotely via Zoom link

7:30pm on Wednesday 4^h November 2020

Present: Chairman Cllr M Bissell (MB), Cllr M Lemon (ML), P Brown (PB) Cllr K Fox (KF), Cllr Mrs S Saban (SS) Cllr R Breavington (RB), Cllr Nigel Robley (NR). Cllr C Overton (CO)
Cllr S Barker (SB). Absent Cllr Keith Fox (KF),
Parish Clerk Julie Davies (JD)

4 members of the public

2792 Apologies for Absence

Apologies were received from; Cllr K Fox.

2793 Declaration of Interests

Councillor M Lemon declared a non-pecuniary interest as a District Councillor, Cllr M Bissell declared that he is Chairman of the Village Hall Committee

2794 Public Participation

Speeding through the village

A resident has organised a very successful petition that has to date received 713 signatures demanding a speed camera in the village. It has been established that responsibility for speed cameras lies with ECC. The protest was recognised by The Independent.

ML, SB and NR reported that they attended a meeting regarding speeding and all expressed disappointment at the lack of response to proposals made. All had been effectively refused apart from upgrades to the existing speed signs, installation of flashing 20mph signs outside the school and an investigation into modification of the road layout at the Sawbridgeworth Road/Stortford Road/Pond Lane junction. SB suggested follow up on these items with the Local Highways Panel.

JD

SB suggested that residents can speak at the next County Council meeting; residents have to register but will have 3 minutes to speak on any issue including speeding throughout the village. The date of CC meeting is Tuesday 8th December at 10:00 am.

SB reported that a speed camera is very unlikely to be passed.

ML to write to MP to inform her of the speeding situation and the overall frustration of the residents
ML.

ML thanked SB for her hard work.

All Cllrs expressed the need for a 30mph limit across the cricket pitch (turned down at our meeting). There are no pavements for primary school children walking to and from that side of the village during high traffic density times.

Cllrs expressed the need for a new speed survey to be carried out, and their annoyance at not being informed of a 2018 survey, its basis and its conclusions which included a statement that the average speed through the village was 'less than 30mph'.

A resident reported the need for extra dog bins in Hatfield Heath. Cllrs agreed that extra dog bins may be needed. Clerk to ascertain how many UDC have allocated to Hatfield Heath and the collection schedule. Clerk to find out the emptying charges and cost of extra bins for next meeting. **JD**

A resident enquired about becoming a Cllr for HHPC. Since there appears to be more than one person interested the process is to advertise in next month's village magazine and discussed at next month's meeting. All applications should be sent to; parishclerk@hatfieldheath.com.

2795 Minutes of the meeting of 7th October 2020

The minutes were approved.

2796 Report from the District and County Councillor

SB report covered in agenda item 2770.

ML thanked those that were involved for the speeding petition

ML reiterated the local plan consultations are proceeding and he is championing preservation of the Metropolitan Green Belt.

SB reported URC has applied for an emergency grant to cure dry rot in the church; this is now with the grants board for consideration.

2797 Financial Report

a) Budget Report

Budget report will be provided in the extra-ordinary meeting to be held on 11th November.

b) Approval of Expenditure

The following items of expenditure were approved;

Hatfield Heath Parish Council Payments up to 2nd November 2020

Cash payments

| Date | Paid to | Description | Gross | VAT | Net |
|------------|-----------------|---------------------|------------------|--------|------------------|
| 02/11/2020 | J Davies | Salary October | £736.00 | | £736.00 |
| 02/11/2020 | J Foster | Salary October | £79.07 | | £79.07 |
| 02/11/2020 | S Foster | Salary October | £79.07 | | £79.07 |
| 02/11/2020 | J Sykes | Salary October | £170.59 | | £170.59 |
| 02/11/2020 | HMRC | HMRC | £95.57 | | £95.57 |
| 02/11/2020 | J Davies | Mileage - | £27.00 | | £27.00 |
| 02/11/2020 | J Davies | Expenses - zoom | £14.39 | | £14.39 |
| 27/10/2020 | URC | Yearly Hall Hire | £315.00 | | £315.00 |
| 16/10/2020 | Parish Council | Allotment Income | (£435.00) | | (£435.00) |
| 29/09/2020 | Heath Computers | Website maintenance | £66.00 | £11.00 | £55.00 |
| Total | | | £1,147.69 | | £1,136.69 |

c) 2019/20 Audit

Results from internal audit has now been received. It was discussed that information was in only a few days ago, so an extra-ordinary meeting shall be called to go through the audit report sign it off and file with the external auditors.

2798 Clerks Report and Correspondence Report

The Clerk reported:

Clerk confirmed VAT refund has been sent off.

NEPP, has restrictions due to Covid-19, email circulated.

Clerk officially reported the resignation of Cllr T Copeman; Cllrs thanked Cllr Copeman for all of his time and commitment on the Parish Council. Clerk to readvertise in the Parish Magazine.

Rural verges refund; Clerk has tried to make contact with Mr Webb, but has been unsuccessful. Clerk to contact previous Clerk to see who he used to previously contact. **JD**

2799 Community Police Officer

NR reported that we need figures as Hatfield Broad Oak may be interested in joining us with a CPO. Clerk to organise figures to be circulated. **MB/JD**

2800 Key Task Monitor

NR working on updating Key Task Monitor. **NR**

2801 Planning Matters

UTT/20/2116/FUL | Section 73A retrospective application for addition of single storey rear extension to approved scheme for new dwelling (approved under planning permission UTT/19/1432/FUL). | Dawnings Chelmsford Road Hatfield Heath CM22 7BH

UTT/20/2184/HHF Erection of single storey extension. Internal alterations to annexe, external insulation and re-cladding to match existing, proposed replacement to windows to annexe (amended scheme to that approved under planning permission UTT/19/14+97/HHF) Gibsons Friars Lane Hatfield Heath CM22 7AP **REFUSED**

UTT/20/2185/LB Erection of single storey extension, internal alterations to annexe, external insulation and re-cladding to match existing, proposed replacement to windows in annexe (amended scheme to that approved under Listed Building Consent UTT/19/1498/LB). Gibsons Friars Lane Hatfield Heath CM22 7AP **REFUSED**

UTT/20/2026/HHF Proposed Cartlodge
Pheasants Roost Chelmsford Road Hatfield Heath CM22 7BG **APPROVED**

UTT/20/1981/AV | Installation of 1 no. externally illuminated post mounted pictorial sign. | White Horse Inn The Heath Hatfield Heath CM22 7EB **APPROVED**

b) Planning applications to consider:

UTT/20/2671/TPO | Crown lift of 4m, removal of major deadwood and removal of rubbing branches of 1 no. Oak | Mandal Chelmsford Road Hatfield Heath CM22 7BG **ALLOWED**

UTT/20/2635/HHF | Loft conversion with rear roof dormer. | Church View Pond Lane The Heath Hatfield Heath CM22 7AB **No objection**

UTT/20/2622/TPO | Reduce by 30% and reshape 3 no. Oak Trees. | Avonmore Chelmsford Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7BD **ALLOWED**

UTT/20/2628/HHF | Modification to comprise of flat roofed link extension from main house to previously converted garage and addition of flat roofed study to North side of garage

conversion (amendment to approved application UTT/14/2208/HHF) | The Gardeners Retreat Matching Road Hatfield Heath CM22 7AS

No objection

UTT/20/2552/HHF | Erection of two storey rear extension | Heathfields Friars Lane Hatfield Heath CM22 7BE

No objection

UTT/20/2516/TPO | Trim and remove overhanging branches on drive of 1 no. Oak | The Willows Stortford Road Hatfield Heath Bishops Stortford CM22 7DL **APPROVED**

Proposed Lea Hall Development – Consider invitation by the applicant to review plans and proposals on site.

ML declared interest as a District Councillor and member planning committee and cannot meet a developer.

NR proposed to meet with developer ASAP. MB, NR and SS agreed to be our team.

Clerk to write to Developer (A J Wadhams) accepting the kind offer and asking them to propose dates suitable to them in the first two weeks of December to avoid Lockdown conflict..

c) Planning enforcement issues (to note only)

None received

2802 Highways Matters

Covered in 2794

2803 Parking Management and maintenance of the Council carparks

Lighting has now been installed in the Village Car Park to allow safe passage of pedestrians. NR has agreed with the Fish Inn that we will read the meter every six months and remunerate them for electricity used. First reading is due April 1st 2021. Clerk to note and follow up. **JD**

The main car park drain remains semi blocked. We believe that the pipe leading to the overflow pond in the Dunmow Road is an overflow pipe, not a drainage pipe. Quote has been obtained for exploratory look and will be circulated for approval. **NR**

Discuss car park management options with North Essex Parking Partnership **NR**

Church Road car park, we have agreement from planning to go ahead with hard standing, Clerk to receive specification/potential contractors and obtain 3 quotes. **NR**

2804 Allotment Report

NR advised that he was still awaiting quotations for repairs and rabbit proofing. Suggested that Kings should be asked to quote for the work. **JD/NR**

RB advised the council of rat infestation at the allotment site and provided the Council with a quotation for £200 to take us through to next May when we'll review again. It was unanimously agreed. Place contract. **JD**

ML reported that a sign should be erected to make people aware that poison has been laid to go on Facebook page, magazine and poster at the allotment site. Organise. **JD**

2805 Major flooding in Stortford Road

NR reported that despite lengthy conversations and correspondence between Essex Flooding Department there has been no progress on the scheme filed with them for approval over five months ago now for resolving the situation at The Croft, apparent progress on the situation at The Paddocks but we have not been kept informed and zero apparent progress on resolving the issues at the top end of the road nearest to The Heath. SB had recommended that we

take this whole affair to a Flooding/Highways Panel to highlight our frustration and request urgent attention (once again). Follow up **NR**
It was recommended that NR write to highways/flooding requesting that we have a refund of public money which was spent for the survey and plans.
Clerk to inform the MP on both flooding and speeding situations. **NR**

2806 War Memorial

Clerk has contacted Adamson Conservation for a date to start the restoration.
SS reported that ML will lay a wreath for District Council, and NR will lay a wreath on behalf of the Parish Council. There will be no service this year due to Covid-19, the Church will be open for prayer but not for a service.

2807 Pond Lane Signage

MB met with shop keepers and set up a WhatsApp Group forum to talk about a proposed new Estate sign. This would replace the many A-Boards and signs permanently left on display along Pond Lane and which many members of the village have complained to the PC as being dangerous and not aesthetically in keeping with the village.
MB advised that the cost of an Estate Sign would be in the region of £1400-£1800
MB asked if the Cllrs believed the PC should cover the cost of the Estate Sign and then the businesses pay for their own advertisement on the sign.
ML expressed concerns about the PC paying for any of the sign believing that businesses should club together to pay. He also advised that there are existing bylaws in place relating to business advertising on the Heath which define sizes of A-boards allowed (1 no per business) and that they must be put out in the morning of each day's trading and removed in the evening at close of business. After discussion Cllrs agreed the PC was not against initial investment by the PC so long as the expense was repaid (possibly in instalments?)
MB to obtain a copy of the Village Bylaws and present two options to the Businesses of Pond Lane. 1) they comply with the current Bylaws regarding existing signs 2) further discussion regarding an Estate sign which will result in the removal of all the A Boards. **MB**

2808 Playground Update

Peter Graves to be asked to repair soft landing areas.
Clerk reported that the flooring is specialised and due to Covid-19 has not been able to receive a quotation yet.
Risk assessment needs to be completed before next meeting.
Clerk to contact Sam Kings to look at the gate issue and removal of the balance beams. **JD**

2809 Village Green

- a) Grass cutting quotations have now been received NR to go through them and will be discussed at extra-ordinary meeting. **NR.**
- b) Pond maintenance schedule was agreed at the meeting. To be discussed at extra-ordinary meeting.
- c) Agreed that we must repair with the tarred post but use up our stock of composite posts first. NR has a quotation from P.W May but needs to check the number of posts with PB. **NR/PB**
- d) It was discussed that new posts or ditching may be needed alongside 'Little Eden' if resolution cannot be found to the access dispute between The LoM and Mr Reynolds (who has been sent a letter by the agent
- e) Playground maintenance and risk assessment
Discussed in 2808.

- f) Christmas Tree
MB reported that he has organised the tree again and help to erect and display the Christmas tree. Due to Covid-19 there will not be a service by the tree this year.
- g) MB reported he had given the go ahead for essential tree work by the Church on the basis that any damage to the green would be repaired.
- h) Clerk to write to LOM agent to claim 60/40 of the costs back for post repair. JD

- 2810 Stansted Airport;**
Parish Council registered their position against the proposal in time for the appeal but need to check with Bob Jones that this satisfies the latest notice from SSE or we have to do something else. NR
- 2811 Emergency Response Plan**
Parish Clerk to circulate the 'final' plan to all for approval asap. JD
Clarified that the keyholder for the school is the caretaker
- 2812 Possible crowning of Parish owned trees**
The Trees at the end of Cox Ley have been now been crowned.
Awaiting contractor to crown trees at the rear of Clipped Hedge.
- 2813 Reports from Members on meetings attended**
MB attended village hall quarterly meeting and AGM meeting. They will be closed during lockdown. The lease has 2 years remaining. They have a large reserve so are considering the possibility of renovating the hall.
Confusion over the lease arrangements needs to be clarified asap between the Village Hall Committee and the PC so that we can understand how to approach the Neighbourhood Plan. There appears to be numbers of apparently conflicting documents. .
- 2814 Agenda items for the next meeting**
Neighbourhood plan
New Cllr Vacancy
Dog Bins
Village Hall Car Park
- 2815 Date of the next meeting**
The next meeting will be held on Wednesday 2nd December 2020

The meeting closed at 10.21pm