



HATFIELD HEATH PARISH COUNCIL

Draft Minutes of the Parish Council Meeting

Held remotely via Zoom link

7:30pm on Wednesday 6th January 2021

Present: Chairman Cllr M Bissell (MB), Cllr M Lemon (ML), Cllr P Brown (PB), Cllr Mrs S Saban (SS), Cllr R Breavington (RB), Cllr N Robley (NR), Cllr K Fox (KF), Cllr C Overton (CO), New Cllr S King (SK), New Cllr N Champion (NC)
C Cllr S Barker (SB)

4 members of the public

Ongoing declarations of interest are for ML (non-pecuniary interest as a District Councillor) and MB (Chairman of the Village Hall Committee)

2796 Introduction and Appointment of New Councillors

The appointment of Niki Champion and Sam King as new councillors was proposed, seconded and agreed and they were welcomed onto the Parish Council. Keith Fox announced his resignation as a councillor since he is moving away from the village. The Parish Council thanked him for his time and efforts on their behalf and wished him a happy future in his new home.

2797 Public Participation

SB's contribution to minute 2799 was taken prior to Public Participation after which she left for another appointment

Mr D Parish outlined the addition of PoW camp 116 to the second UDC heritage List which is due to be approved at the end of February. He asked for the PC support to be provided to the UDC confirming that we agree. The address to write to will be provided. **Agreed. NR**

He also requested that the PC follow up the question he had asked to SB as to why the gas board wanted to move their pipe to allow the mini roundabout scheme when 40 and 50 tonne lorries were crossing it every day. **Agreed Speeding SubCommittee**

Hilary Allen congratulated the new councillors but disagreed with the minutes in that what they should have said is that Hatfield Broad Oak PC run a Facebook system to collect new ideas. A member of the public raised the issue of an ageing population living in large houses, but being able to find no suitable smaller, more suitable accommodation in the village to move into. The Neighbourhood Plan will address this issue among all the others when we get around to doing it this year.

Ivan Cooper pointed out that neither the agenda nor the minutes of the December meeting were available on the website. Talk to the IT consultant. **MB**

2798 To Approve Minutes of the Meeting of 2nd December 2020

The minutes were approved

2799 Reports to and from District and County Councillors

SB talked about Flooding matters. There has been no progress on issues at the Heath end of the Stortford Road, but an on site meeting is planned between Watercourse and Highways officers in the near future to establish what needs to be done. **NR requested he be invited and SB promised to try and arrange..** NR asked again about the situation alongside The Paddocks and for copies of any correspondence sent to residents outlining riparian responsibility. **SB said she** had asked and **would ask again.** ML and MB both complained about continued major flooding on the Dunmow Road alongside Lea Hall and **SB agreed to get this added to the onsite visit review.** On Highways issues, new signage will be added to the A1060 accident hot spot prior to the bend at Lancasters following two major accidents. Following the Highways Panel attended by the PC three schemes have been added to the action plan. Mini roundabout at the junction of the A1060 and

B183 Dumnow Road, Flashing 20MPH signs outside the school at school times and replacement of the out of date electronic speed signs with modern solar powered signs.

SB again announced that Essex Well Being is in full operation to provide vulnerable people with protection if these are identified. She also outlined that other essential services are being maintained despite underutilisation on the basis that they will again be required post lockdown
CO raised the issue about displaced kerbstones and dangerous verge erosion in Broomfields.

This is a UDC issue which ML will take up.

ML

ML reported that the PoW Camp site had been added to the Heritage List by the UDC and thanked the History Society and Miki Champion in particular for their efforts in achieving this. He announced a major meeting this week about UDC property investments to review their worth to the council adding that the policy appears to be working. Finally meetings regarding the appeal by MAG against the UDC turning down their expansion plans.

2800 Financial Report

Budget Report and Precept

The members of the Finance Committee were in receipt of a comprehensive report prepared by Derek Farr and all were in agreement with it in terms of its recommendations for the budget and precept. Agreed to circulate to all for agreement any comments.

NR

Arrange Finance Committee Meeting this week to finalise, then full meeting to confirm

MB

Approval of Expenditure

The following items were approved:

Dec 2020 salary for J Foster £81.98

Dec 2020 salary for S Foster £81.78

Dec 2020 salary for J Sykes £175.60

A E Hockley Inv 0070 £270.00 (copy invoice attached)

HMRC payment for Dec 2020 £84.80

Payment to D Farr for support in Dec 20 £178.13

Banking Arrangements and Status

This has now been resolved

Audit Status and Next Steps and 2021 Financial Milestones

Invite Derek to the Finance Meeting to help decide how to proceed

MB

2801 Clerk Vacancy

Four CVs have been received so far. MB to circulate to reformed Personnel Committee comprising RB, MB, NR and NC (replacing KF). The response date is the end of this month and we hope more local people will apply. **Agreed to take up Niki and Hilary's offer to retransmit on Social Media.**

2802 Clerks report and Correspondence Report

In the absence of a clerk the PC acknowledged receipt of the following:

A letter from the Cricket Club with invoice attached asking for reimbursement of seeding costs as agreed in prior meeting. **Agreed. Could Derek Farr please input to the bank.**

A letter from a resident asking that dangerous trees should be cut back from alongside his drive.

Outside inspection was unable to understand problem. NR to follow up with resident. **NR**

A letter from a resident outlining a litter problem on the Matching Road. NR to contact Derek Farr to understand the existing arrangements in full and add to next month's agenda for a review and agreement on how to proceed. Add Litter picking to the next agenda. **NR**

The Parish Council would like to ask for the forbearance of the public in dealing with their letters and queries in the temporary absence of a Parish Clerk.. We will continue to deal with these as quickly as we can.

2803 Community Police Officer

Holdover

2804 Key Task Monitor

Holdover

2805 Planning Matters

a) Applications determined by the Planning Authority;

UTT/20/2817/CLP | Proposed erection of outbuilding | East Lea Dunmow Road Hatfield Heath CM22 7BN. **Approved.**

UTT/20/1161/HHF: Proposed new front porch and s73a retrospective permission to retain the single storey link between main dwelling and ancillary office: Maple Cottage 1 Foxglove Farm Dunmow Road Hatfield Heath Bishops Stortford CM22 7BL. **Approved**

UTT/20/2635/HHF: Loft Conversion with Rear Dormer: Church View Pond Lane The Heath Hatfield Heath CM22 7AB. **Approved**

b) Planning applications to consider:

UTT/20/3390/NMA: Non-material amendment to UTT/14/0950/HHF - Replacing previously approved Bi fold doors and face brickwork to the single storey rear extension , with painted timber windows/doors and painted rendered walls to match existing wall finishes. Reducing the planning approved height of the pitched roof to the rear extension. New Lantern roof light.

Internal rearrangement of ground floor rooms: Shinglewood Matching Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7AJ. **No Objection**

UTT/20/3293/TPO: 3no. Yew Tree reduction by 1-2 meters, Crown lift and crown reduction: United Reformed Church Chelmsford Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7BH. **No Objection**

UTT/20/3199/FUL: Section 73A Retrospective application for the change of use of annexe from Bed and Breakfast accommodation back to residential annexe: Englefield Chelmsford Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7BD, **Agreed on the provision that permission is provisional on this not being made into a separate dwelling.**

UTT/20/2715/HHF: Proposed demolition of previously converted store/ancillary building and erection of single storey rear extensions.: Oakfield Stortford Road Hatfield Heath CM22 7DL.. **No Objections**

c) Planning enforcement issues (to note only)

None Received

2806 Highways Matters

It was acknowledged again that speeding through the village is possibly the most major concern of most residents and agreed to form a SubCommittee to look at all aspects and push harder on the County Council in particular to deliver on promises. The SubCommittee to comprise SS,NR,NC and ML and to involve key members of the community as appropriate. To a specific query, a 20mph limit across the cricket pitch will not be ruled out as an element. **NR** There is a lot of Parking issues as well as speeding, including parking on pavements hindering pedestrian access, Agreed we do not know the law as it applies to villages in Uttlesford. Check the status of bye laws that apply. **ML**

- 2807 Parking Management and maintenance of the Council carparks**
It was agreed that we needed to write to the LoMs agents showing the different surface treatments and plans for the Church Road and get a written decision. After that we need three quotes. **NR**
- 2808 Allotment Report**
Still awaiting quotation for mending of perimeter fence and rabbit proofing of far end. Seek alternative supplier. **NR**
- 2809 Major flooding in Stortford Road**
Further to the discussion in the County Councillor's report. It was reported that the apparent major cause for the flooding in the Dunmow Road was blockage of ditches on the LoMs land. Write to County Council and ask them to write to the LoM s agent asking them to properly clear these ditches to allow free flow. Also ask SB to help. **NR**
- 2810 Pond Lane Signage**
It was reported that a full list of businesses is available and the alternatives were to erect an estate sign or enforce the local by law. It was agreed that the framework of such a sign would be paid for by the Parish Council, but that the signage itself should be paid for by the businesses.
Establish final design and cost **MB**
Obtain agreement from LoM for design and location.. **ML**
Establish if planning permission is needed or not. **ML.**
- 2811 Playground**
It was agreed that we did not know the status compared to the safety report. NR to conduct a review against the report with Peter Graves to establish what needs now to be done and agree who should do it (Peter or contractor) and then get quotes. **NR**
- 2812 Village Green**
Maintenance of Ponds was discussed and it was agreed that we needed two more quotes. **NR**
Oak trees on the Heath. Talk to LoM's agent and agree we will deal with them and send the bill **ML**
Trees in the Play Area – Discussed under 2802
Posting – Ask P May to requote based on NR/PB survey. **NR**
- 2813 Stansted Airport**
No Input
- 2814 Emergency Response Plan**
Check with UDC about data protection rules since 95% of names and numbers in the plan are already published in the Village Magazine. **ML**
- 2815 Neighbourhood Plan**
Wait until Lockdown over and we can invite the expert.
- 2816 Dog Bins**
The statement by the UDC is that they will empty bins wherever placed but will not pay for new ones. Circulate letter to all. **NR**
Review original plan of dog bins done by NR/PB and review how many more we need. **NR/PB**
Contact UDC with the plan and ask for an emptying schedule and confirmation they'll be emptied. Also agree how many new bins are required and who will install **PC**
- 2817 Grants**
Agreed we should give £1000 to the URC to help with urgent works if we are allowed
Check with Derek if we are allowed to give money to churches **NR**

2818 Memorial Plaque

Holdover until scheme available. SS and Steve Foster dealing.

2819 Reports from members on meetings attended

SS and NR debriefed the meeting on a meeting that was held with the owners/developers of the Lea Hall site. We mutually agreed there were two issues – new builds in the Green Belt which we could not agree with although we understood there were specific exception rules used by the planners in the case of restoration projects – access and egress onto the B183 where we had to abide by the decision of Highways. Agreed we should reply to the letter sent after the visit to us in a positive vein. **NR/SS**

2820 Agenda Items for next Meeting

Litter Picking
Finance Committee
Institute

2825 Date of next meeting

The next scheduled meeting will be on Wednesday 3rd February 2021

Zoom details for the next meeting are:

Join Zoom Meeting

<https://us02web.zoom.us/j/89095437191>

Meeting ID: 890 9543 7191

The meeting closed at 22.02