



HATFIELD HEATH PARISH COUNCIL

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

7:30pm on Wednesday 03 March 2021

Present:

Cllr M Bissell (MB) Chairman
Cllr R Breavington (RB)
Cllr P Brown (PB)

Cllr N Champion (NC)
Cllr S King (SK)
Cllr M Lemon (ML)

Cllr C Overton (CO)
Cllr N Robley (NR)
Cllr Mrs S Saban (SS)

In attendance:
R Bowran – Parish Clerk

Cty Cllr S Barker (SB)

7 members of the public

Welcome by the Chairman who advised that the meeting was being recorded.

2849 Apologies for absence and introduction of new Parish Clerk

There were no apologies.

Richard Bowran was introduced as the new parish clerk.

2850 Declarations of interests

Cllr Lemon declared an interest as an Uttlesford district councillor.

2851 Public Participation

- A MoP from the History Society asked about Heritage List, committee meeting in April.
- Several MoPs asked about the Hastoe planning application and the landowner's actions in fencing off the area. Suggestion made about common-law rights of access. Football Club would also not have access. *MB summarised situation and said landowner was in his rights to use the land as he wishes. NR said consideration of the application is a later item on the agenda.,*

2852 To Approve Minutes of the Meeting of 03 February 2021

Agreed: that the minutes were an accurate record.

There were no matters arising.

2853 Reports to and from District and County Councillors

Cllr Barker reported:

- Date of 07 or 14 April from Essex Highways to look at flooding on Stortford Road and to jet under the road at Ley Hall.
- Items for Local Highways Panel in March: Speed camera and advisory 20 mph limit and potential for mini roundabout at B183/B1060 junction. Extra £200k into budget for every Local Highways Panel for next 3 years.
- Distributed 5,000 laptops for pupils and home learning, extra funding for mental health issues, holiday camps and PCC for dealing with gangs and county lines.

Minutes are subject to approval at the Parish Council meeting on 07 April 2021.

- County Councillors will have £10k each for spending on projects in their division.
- Questions about legality of virtual meetings after 07 May. *Clerk responded that it was under review and there might be a change to this.*
- NR asked if he could attend the *Local Highways Panel*. *SB responded that he would be invited to speak.*
- A MoP asked whether a 20mph speed limit could be imposed by the cricket field road and outside the school. *SB responded that only advisories were possible as the roads were strategic routes.*
- A MoP asked about the effect of the new M11 slip road on traffic in the village. *SB advised that the official traffic survey has stated that there would be less traffic. Hatfield Heath was not included in the consultation. Agreed to revisit the situation, parish should state their views to the Highways Panel. ML said it should be considered in the PC's Road Safety sub-committee.*

20:00 SB left the meeting.

ML reported:

- Increase of 3% in UDC council tax.
- Stansted airport remains an on-going situation.

2854 Financial Report

- Budget report.**
Noted expenditure report.
- Approval of Expenditure.**
Noted.
- Update on 2019/20 audit and banking status**
Clerk to progress with Derek Farr.
- Appointment of internal auditor**
Agreed: that Derek Farr should continue as Internal Auditor.
- Agreement on purchase of new accounting software**
Agreed: to purchase Scribe Accounts. Clerk to action.

2855 Clerks Report and Correspondence Report

Lead by NR:

- Answered questions on posting at Birchwood. Need to contact UDC with issues.
- Missing footsteps issue now resolved.
- F.o.I. request re: Drones – Clerk will respond.

2856 Community Police Officer

Agreed: to Holdover.

2857 Key Task Monitor

Agreed: to Holdover.

2858 Planning Matters

- Applications determined by the Planning Authority.**

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UTT/21/0266/TPO. 1 Broomfields Court Home Pastures Hatfield Heath CM22 7FE. 1no. Oak tree reduce by up to 4m. **Allowed**

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

UTT/20/3199/FUL. Englefield Chelmsford Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7BD. Section 73A Retrospective application for the change of use of annexe from Bed and Breakfast accommodation back to residential annexe. **Approved**

UTT/20/3022/FUL. Police Station Chelmsford Road Hatfield Heath CM22 7BH. New Kerb crossing and drive to provide access to previously approved (UTT/20/0286/FUL) 2No. Polices houses. **Approved**

UTT/20/2715/HHF. Oakfield Stortford Road Hatfield Heath CM22 7DL. Proposed demolition of previously converted store/ancillary building and erection of single storey rear extensions. **Approved**

UTT/20/2170/HHF. Holmby Chelmsford Road Hatfield Heath CM22 7AX. Replacement of existing gate with 1.8m high gates and oak posts of solid oak construction with pedestrian side access to match, erection of 1.2m high estate railing to replace existing wooden fence with hedgerow planting in front of estate railing. **Approved**

b) Planning applications to consider:

UTT/21/0356/DOC. Oak Tree Barn Sheering Road Hatfield Heath Bishops Stortford CM22 7LL. Application to discharge condition 2 (details of external materials) and 3 (details of roof tiles) attached to UTT/20/3032/LB. **HHPC: Noted**

20:27 Cllr Lemon declared an interest as a member of the UDC planning committee and withdrew from the meeting for this next item.

UTT/20/0422/FUL. Land North of Cox Ley Cox Ley Hatfield Heath Hertfordshire. Erection of 12 no. dwellings including new access and associated landscaping. Creation of parking area for adjacent playing field.

Landowner no longer willing to sell land to developer. UDC Planning Committee has decided to defer subject to a site visit. Therefore, nothing further to discuss at this point. Need to have a declaration of intent from Hastoe as developer. Possibly an extra planning meeting will be needed. **HHPC: No Comment.**

20:35 Cllr Lemon re-joined the meeting.

UTT/20/2299/FUL. Land East of Friars Lane Hatfield Heath Hertfordshire. Erection of a fence. **Noted that this has been refused by UDC.**

UTT/21/0603/FUL Police Station Chelmsford Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7BH. Demolition of existing garage and part demolition of extensions to existing police station, extension and conversion of police station into two self-contained dwellings, and erection of 2no 4-bedroom dwellings, with new

vehicular access, off-street car parking, and landscaping. **HHPC: Objection. Overdevelopment of site by infilling.**

c) Planning enforcement issues (to note only)

None received.

2859 Highways Matters

- a) Speeding Sub Committee and workplan. Initial meeting not yet held but will be called in March. Need to call for traffic flow analysis.
- b) Status of complaints and suggestions submitted to ECC. Suggestions have all been made to County Councillor and HHPC will have a voice at the Local Highways panel. Action items reported at item 2853. Also, reconfiguration of junction with Sawbridgeworth Road and the possibility of a pedestrian crossing opposite the Co-Op.

2860 Parking Management and maintenance of the Council car parks.

Church car park. NR has written to Lord of the Manor about permissions and surfacing specification. Also written to three potential contractors.

Village car park. NR said we need to investigate paying Fish Inn for use of electricity. Need to contact Essex Parking Partnership to investigate a monitor a.s.a.p. to counter long term convenience parking when lock down finishes before opening car park again. Risk Assessment needed and will be sent to Clerk.

2861 Allotment Report

RB reported rat problem and rat catcher employed. NR and SK have inspected and SK obtaining quotes for fencing and replacement posts.

2862 Major flooding

- a) Stortford Road. Ditch still filled. Notice has been sent to owner. Clerk to submit F.o.I. request for this letter.
- b) Dunmow Road. Being dealt with via County Cllr. Need to write to Riparian owner, Lord of the Manor. **Clerk** to write.

2863 Pond Lane Signage

Agreed: to Holdover

2864 Playground

PB, NB and SK have inspected to determine what needs to be done. Four suppliers contacted for quotes. Up to date Risk Assessment to be sent to the Clerk.

2865 Village Green

- a) Maintenance of ponds. John Kenney has agreed contract for maintenance.
- b) Oak Trees on the Heath. Situation has been dealt with by Peter May.
- c) Trees in the Play area. In response to a resident complaint, conclusion is that trees are not dangerous.
- d) Posting. Contract with Peter May agreed at a revised price. Some damage has been reported.

Agreed: that felled wood from trees cut down in the Park, backing onto Clipped Hedge, can be cleared by anyone who wants it.

2866 Church Institute/Village Hall

Agreed: to Holdover, until there is a clear proposal made by the Village Hall committee.

2867 Stansted Airport

Appeal process being taken by UDC Planning Committee.

2868 Emergency Response Plan

On-going issue of publishing plan under GDPR rules. Must have written consent of all named. *Clerk gave opinion that since HHPC has no statutory duty, it lies with the Principal Authority.*

2869 Neighbourhood plan

Agreed: to Holdover. Now appropriate to have a speaker from UDC to brief Members.

2870 Dog Bins

Need two new bins. **Clerk** to obtain quotes. Locations to be determined, possibly top end of Friars Lane and Ardley End triangle.

2871 Litter Pickers

John Jackson to replace Steve Foster. Need to review routes covered. Perceived need for one more person. **Clerk** to review route plan and resourcing.

NB has drafted a letter to shop keepers asking them to tidy up at closing time. **Clerk** to progress.

2872 Grants

Request from Holy Trinity for a grant to help with roof repairs. NB has responded that HHPC does not have power to make such a grant. Suggestions made for other sources of funding. ML reminded Members about his Locality Fund.

2873 Memorial Plaque

Agreed: to Holdover until a proposal is received.

2874 Reports from members on meetings attended.

Comment from a MoP about need for posts near Village Institute.

2875 Agenda items for the next meeting

- Review of legality of remote meetings
- Neighbourhood Plan
- Key Task Monitor
- Engagement with younger population

2876 Date of the next meeting

Minutes are subject to approval at the Parish Council meeting on 07 April 2021.

The next scheduled meeting will be on Wednesday 7th April 2021.

Zoom link:

<https://us02web.zoom.us/j/87177847642?pwd=UzBiSXhXSys2R3hqVUQ0cms4S3I5Zz09>

The meeting closed at 21:25

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