

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 19:30 on Wednesday 02 June 2021 in the URC Hall

Present:

Cllr R Breavington (RB)
Cllr P Brown (PB)

Cllr M Lemon (ML)
Cllr C Overton (CO)

Cllr N Robley (NR)
Cllr S Saban (SS)

In attendance:

5 members of the public

R Bowran – Parish Clerk

Welcome by the Vice-Chairman

2938	APOLOGIES FOR ABSENCE Received from: Cllr Bissell – work commitment; Cllr King – work commitment and Cllr Champion – unwell.
2939	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members Cllr Breavington as chair of the Allotments Association Cllr Lemon as District Councillor Cllr Saban as interest in proposed War Memorial plaque
2940	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council. A Member of the Public: Will HHPC join in future discussions between the PCC and the Village Hall committee re: licence renewal in 2023? <i>Vice Chairman: Yes.</i> A Member of the Public: What is happening about the Travellers on the Heath. <i>Vice Chairman: This is a matter for the police and the Lord of the Manor to pursue. They have now departed.</i> A Member of the Public: What is happening about the canopy outside the White Horse public house. <i>Vice Chairman: This may be subject of an enforcement notice which will be followed up. We have equal concerns about unauthorised erections outside Anwars and Hunters Meet which will be followed up.</i> A Member of the Public: What is being done about the state of the door next the Raj? <i>Vice Chairman: The door is owned by the Kebab Shop; Clerk is asked to write and aske for it to be made presentable.</i> A Member of the Public: What is being done about the tables left outside the Village Tea Room? <i>Vice Chairman: The Clerk is asked to write and ask for their removal.</i> A Member of the Public: What is being done about providing a rubbish bin outside the Village Hall? <i>Vice Chairman: This has not been addressed at the moment.</i> A Member of the Public: Wanted to update members on the proposed Memorial to be erected in Chelmsford Road. <i>Vice Chairman: This will be addressed fully at agenda item 2958.</i> A Member of the Public: Wanted to advise on the preferred design of litter sack rings. <i>Vice Chairman: Advised that litter picking routes had been established and a list of equipment ad PPE was given to the Clerk to procure.</i> There will be a village forum for people to bring issues such as these to the council. This will be on Saturday 10 June from 10am to 12 noon in the Village Institute.

2941	<p>MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 05 May 2021. <i>[prop Cllr Lemon; Secd Cllr Saban; all in favour]</i> There were no matters arising not included elsewhere on the agenda.</p>
2942	<p>REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. There was no report from the County Councillor. District Councillor report advised that UDC council meeting were now F2F but working groups were still be held via Zoom. Expressed disappointment at the decision by the Planning Inspector to allow expansion of passenger numbers at Stansted Airport. Said the work done by SSE over the years had been amazing. UDC had a reserve of £3m to cover the costs awarded against it. The present administration at UDC were under criticism for the way it had handled the situation.</p>
2943	<p>FINANCIAL REPORT Noted: Budget report budget report to 26 May 2021 Noted: Items of expenditure in May 2021 approved by the Finance committee</p>
2944	<p>ANNUAL RETURN Clerk advised Members of arrangements for the final report of the Internal Auditor. Clerk advised Members of arrangements for External Audit by PKF Littlejohn, both for 2020/21 and retrospectively for previous years. Resolved: To approve the Annual Governance Statement for 2020/21 <i>[prop Cllr Robley; Secd Cllr Saban; all in favour]</i> Resolved: To approve the Annual Return (AGAR) for 2020/21 <i>[prop Cllr Robley; Secd Cllr Saban; all in favour]</i></p>
2945	<p>CLERK'S REPORT & CORRESPONDENCE Received and noted: Clerk's report and correspondence received. In addition, Essex CC had now been invoiced for last year's grass cutting. VAT return had been completed and submitted.</p>
2946	<p>KEY TASK MONITOR The Key Task Monitor was reviewed line by line and updated. This will now be added to the council website, together with a list of individual assignments.</p>
2947	<p>PLANNING MATTERS APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION</p> <p><u>Proposed replacement of existing single storey rear extensions with part two storey, part single storey extension.</u> 20 Clipped Hedge Hatfield Heath CM22 7EG Ref. No: UTT/21/1668/HHF. HHPC Comment: No Objection.</p> <p><u>Replacement of stables (granted planning permission for conversion to a dwelling) with 1 no. bungalow with new vehicular access</u> Stables To the East of Dunmow Road Hatfield Heath Ref. No: UTT/21/1654/FUL. HHPC Comment: Objection: Overdevelopment of the site, current consent has been varied and expanded to an unacceptable level.</p> <p><u>Demolition of existing garage and erection of two storey and single storey extensions, including altering materials to render and boarding above brick plinth.</u> Springfield Park Drive Hatfield Heath CM22 7BJ Ref. No: UTT/21/1533/HHF. HHPC Comment: Objection: Overdevelopment of the site.</p>

[Two storey rear extension to create living room and bedroom](#)

1 Hillfield Cottage Chelmsford Road Hatfield Heath CM22 7AX
Ref. No: UTT/21/1525/HHF. HHPC Comment: No Objection.

DECISIONS MADE BY THE LPA FOR NOTING

[Demolition of existing garage and erection of replacement garage.](#)

Stonebridge Farm Chelmsford Road Hatfield Heath CM22 7BD
Ref. No: UTT/21/1009/HHF Status: Approved

[Section 73A Retrospective application for Annexe to exterior of the property](#)

25 Ardley Crescent Hatfield Heath CM22 7AH
Ref. No: UTT/21/0980/HHF Status: Approved

[Proposed two-storey rear extension and part single-storey rear extension](#)

Lyndhurst The Heath Hatfield Heath CM22 7AD
Ref. No: UTT/21/0839/HHF Status: Approved

PLANNING APPEALS

None received.

ENFORCEMENT ISSUES

None received. But noted possible outstanding enforcement action concerning the canopy outside the White Horse public house Anwars and Hunters Meet.

2948	HIGHWAYS MATTERS To consider any matters relating to Highways. <ul style="list-style-type: none">• Suggestion that Speedwatch be resurrected.• On-going issues with potholes, immediate action is to keep reporting these to Essex CC Highways.• Concern about continuing intrusions onto village green. Suggestions that a solution might be to ditching and covering during matches, use steel cables between posts, install mini-cams in trees and use retractable posts. All to be considered with the cricket club and costed.
2949	PARKING MANAGEMENT AND CAR PARKS To consider any matters relating to parking management and village car parks. <ul style="list-style-type: none">• Village car park. HHPC need to pay for electricity consumed. NR to advise Clerk of consumption and rate to be reimbursed.• Church car park. Awaiting formal consent and site visit by Lord of the Manor before work can commence.
2950	ALLOTMENT REPORT To receive and note a report on the Allotments. Rents collected (£435) and passed to Clerk for banking. Fence has been repaired. Leaking tap to be repaired shortly. Grass needs cutting, Clerk to remind PW May.
2951	FLOODING To receive and update on the resolution of flooding issues. <ul style="list-style-type: none">• Dunmow Road, formal communication now appropriate to Lord of the Manor• Stortford Road, Clerk to submit a F.o.I. request to Essex CC to establish what action had been taken/promised to resolve the situation outside Coggers.
2952	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. Annual RoSPA report passed to CO for review, most elements covered by refurbishment contract with Kings of Essex. CO agreed that his phone number be published for emergency contact; cost of say £10pm for a diversion to his mobile agreed.

2953	<p>CHURCH INSTITUTE/VILLAGE HALL</p> <p>To consider any progress on proposals relating to the Church Institute/Village Hall. ML to establish ownership and lease terms and conditions, need legal help to clarify roles and responsibilities of the PC as Custodian Trustee. Approach TeesLaw for a quote.</p>
2954	<p>EMERGENCY RESPONSE PLAN</p> <p>The Principal Authority has confirmed that the parish council must not publish names and contact numbers. Clerk to liaise with UDC Emergency Planning Officer. <i>Item to be moved to KTM.</i></p>
2955	<p>NEIGHBOURHOOD PLAN</p> <p>To consider any matters relating to a Neighbourhood Plan. Thus far UDC planning officer had not responded to a request for dates for a briefing meeting. Clerk to progress and ensure this was held before the next meeting of council.</p>
2956	<p>LITTER PICKERS</p> <p>NR reported that he had met all the litter pickers and had established routes for each to follow. Clerk to procure equipment needed to support them.</p>
2957	<p>GRANTS</p> <p>To consider any applications for grants received. None received at date of publication of agenda. Normal grant applications would be considered in October and applications for book grants would be considered in July. Clerk to arrange for publicity to be made in the village magazine.</p>
2958	<p>MEMORIAL PLAQUE</p> <p>To consider any matters relating to proposals for the Memorial Plaque. Mark Ratcliff reported on the considerable progress that had been made, the help from Cty Cllr Barker and Essex Highways. Vice Chairman thanked him for all the work he had been doing.</p>
2959	<p>ENGAGEMENT WITH YOUNGER POPULATION</p> <p>To consider any matters relating to proposals for greater engagement with the younger population of the parish. Agreed that a survey of young people would indicate what was their perception of what was needed,</p>
2960	<p>COMMUNITY TRANSPORT</p> <p>To engage in discussions on proposals for Community Transport to serve the village. Clerk reported that he was attending a meeting on 10 June sponsored by DfT and Herts CC to discuss the development of local community transport.</p>
2961	<p>REPORTS FROM MEMBERS ON MEETINGS ATTENDED</p> <p>To receive and note any additional reports from members.</p> <ul style="list-style-type: none"> Reported that Ken Morris had been asked to keep the garden around the War Memorial in a kempt condition. Agreed that he should be paid for his time in doing this.
2962	<p>AGENDA ITEMS FOR NEXT MEETING</p> <p>To note items for the agenda of the next meeting.</p> <ul style="list-style-type: none"> Village Green update Review of scope of grass cutting contracts. Plans fore celebrating HM the Queen's Platinum Jubilee.
2963	<p>DATE OF NEXT MEETING</p> <p>The next scheduled meeting will be on Wednesday 07 July 2021</p>

Meeting ended at 21:15.