

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 19:30 on Wednesday 04 August 2021 in the URC Hall

Present:

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

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

Cllr S Saban (SS)

In attendance:

4 members of the public

R Bowran – Parish Clerk

Welcome by the Chairman

2993	APOLOGIES FOR ABSENCE Apologies for absence received from Cllr Robley – family matter. Cllr Barker said she wouldn't be present. Cllr Overton was absent.
2994	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members. Cllr Breavington advised he was now the chairman of the Village Hall Management Committee,
2995	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council. <ul style="list-style-type: none">• A member of the public said that new notice boards had been made for the History Society and asked whether the council notice board could be refurbished. <i>Council was happy for this to be done by the member if the public.</i>• A member of the public commented that the Free Parking sign by the car park was visually obstructed. <i>Clerk to report issue to Parking Partnership</i>• A member of the public asked whether an Article 4 Directive had been served relating to the PoW camp. <i>It was confirmed that it had been applied for.</i>• A member of the public had asked about ragwort and thistles in the wildlife area. <i>Clerk to respond and instruct grass cutting contractor to deal with them.</i>• A member of the public had asked about bushes planted at the entrance to Broomfields. <i>Clerk to respond and clarify permissions that had been given in 2020.</i>
2996	MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 07 July 2021. <i>[prop Cllr Bissell; secd Cllr Saban]</i> There were no matters arising from the minutes not on the agenda.
2997	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS District Cllr Lemon said he would report when it came to Item 3004.
2998	REPORT FROM OPEN MEETING Received and noted: Report on the Open Meeting which was held on Saturday 17 July 2021. Action items to be added to the KTM.
2999	FINANCIAL REPORT <ol style="list-style-type: none">1. Noted: Budget report to 29 July 20212. Noted: Expenditure in July 2021 approved by the Finance Cttee.

3001	<p>CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence. Members asked that it be minuted that thanks were due to the Clerk for recovering over £10k of monies due to the parish from past years.</p>
3002	<p>KEY TASK MONITOR <i>Noted:</i> The updated Key Task Monitor, now with Current and Archived Items. Action items from the Open Meeting of 17 July to be added.</p>
3003	<p>PLANNING MATTERS</p> <p>APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION</p> <p><u>Proposed extension to front porch, first floor side extension, ground floor rear extension and replacement cladding to front elevation.</u> Farthings Park Drive Hatfield Heath CM22 7BJ Ref. No: UTT/21/2270/HHF; HHPC Comment: No Objection.</p> <p><u>Demolition of garage and erection of replacement garage. Erection of 2 no. detached dwellings to the rear of Serena and creation of new vehicular access</u> Serena Chelmsford Road Hatfield Heath CM22 7BD Ref. No: UTT/21/2153/FUL; HHPC Comment : Objection, Overdevelopment of site and encroaching on Metropolitan Green Belt.</p> <p><u>Single Storey rear extension Crescent House Matching Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7AJ</u> Ref. No: UTT/21/2454/HHF; HHPC Comment: No Objection.</p> <p>DECISIONS MADE BY THE LPA FOR NOTING</p> <p><u>Single storey rear addition and internal alteration</u> 3 West Hayes Hatfield Heath CM22 7DH Ref. No: UTT/21/1814/HHF Status: Approved</p> <p><u>Proposed part two storey, part first floor and single storey front extensions, partial garage conversion and proposed single storey rear extension.</u> 2 Little Heath Hatfield Heath CM22 7EP Ref. No: UTT/21/1802/HHF Status: Approved</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 Status: Withdrawn</p> <p><u>Two storey rear extension to create living room and bedroom</u> 1 Hillfield Cottage Chelmsford Road Hatfield Heath CM22 7AX Ref. No: UTT/21/1525/HHF Status: Approved</p> <p><u>1no Oak- reduce by 30% and remove ivy</u> Oak Lodge The Heath Hatfield Heath CM22 7AD Ref. No: UTT/21/1126/TPO Status: Allowed</p> <p>PLANNING APPEALS None received</p> <p>ENFORCEMENT ISSUES None received</p>

	<p>ESTABLISHMENT OF A PLANNING COMMITTEE Resolved: To establish a Planning Committee with Terms of Reference to include all local planning consultations and the developing situation caused by the “call for sites” by UDC. Members to be Cllrs Bissell, Champion, Lemon and Robley. <i>[prop Cllr Bissell; secd Cllr Breavington]</i> Clerk to prepare Terms of Reference.</p>
3004	<p>UDC CALL FOR SITES Some Members attended the Zoom meeting hosted by UDC on 26 July, and a meeting at Hatfield Broad Oak on 29 July.</p> <p>A plan of action by the parish council was discussed to promote the best interests of the parish.</p> <p>Points agreed were:</p> <ul style="list-style-type: none"> • The Council will actively work with neighbouring councils representing parishes affected by the “call for sites” • The Council will establish a Planning Committee with Terms of Reference to include all local planning consultations and the developing situation caused by the “call for sites”. • The Council supports the principle of engaging a planning consultant to advise on the appropriate response to the process for establishing preferred sites for inclusion in the District Plan. • The Council will agree to share the costs of this engagement in proportions to be agreed with other councils. Resolved: That the cost of the initial consultation, estimated at £1,500, shared with Hatfield Broad Oak PC, will be funded from General Reserve, but ultimate costs to be subject of a call upon the precept. <i>[prop Cllr Bissell; secd Cllr Breavington]</i>
3005	<p>HIGHWAYS MATTERS To consider any matters relating to Highways</p> <ul style="list-style-type: none"> • VAR is not working. Clerk asked to arrange for a replacement unit.
3006	<p>PARKING MANAGEMENT AND CAR PARKS To consider any matters relating to village car parks. See KTM. Church Car Park. Update from the Lord of the Manor is that we await the decision from the trustees.</p>
3007	<p>ALLOTMENT REPORT Reported: That the rabbit fence was defective and there was still a dripping tap. SK to attend to both items.</p>
3008	<p>FLOODING Noted: The receipt of response to Fol request which had not yielded any meaningful information.</p>
3009	<p>PLAYGROUND Weekly inspection by CO should start imminently. Reported: that maintenance work by SK would start on 16 August. Clerk requested to obtain councillor I.D badges for when on council business.</p> <p>VILLAGE GREEN Corner opposite Hunters Meet needs strimming to restore sight lines, Clerk to liaise with contractor. PB reported thanks to KoKo Thai for the use of water for the planters.</p>

3010	<p>CHURCH INSTITUTE/VILLAGE HALL</p> <p>Clerk had reviewed the lease and relevant documents and reported:</p> <ul style="list-style-type: none"> • Chelmsford Diocese leased a parcel of land in 1968 for a period of 56 years to the Holy Trinity church and three Trustees. New lease needed in 2024. • The parish council of <i>Hatfield Broad Oak</i> (sic) is the Custodian Trustee. • The Village Hall Trust was registered as a charity in 1974 • The management of the Hall and Institute is by a Management Committee, this includes all repairs, and maintenance. • The Custodian Trustee, now HHPC has no role apart from being the legal personification of the charitable trust. • It is the responsibility of the Management Committee to deal with any lease renewal.
3011	<p>EMERGENCY RESPONSE PLAN</p> <p>Clerk to follow up co-ordination of parish information with the Principal Authorities emergency planning officer.</p>
3012	<p>NEIGHBOURHOOD PLAN</p> <p>Reported: That no progress had been made in setting up a briefing from a Uttlesford DC officer.</p>
3013	<p>LITTER PICKERS & LITTER BINS</p> <p>Reported that Judith Foster has resigned from the end of August and was being replaced by Janice Page. Orange litter bags will now be delivered to PB for distribution.</p>
3014	<p>MEMORIAL PLAQUE -</p> <p>Arrangements for the Memorial Plaque were progressing. To be transferred to KTM.</p>
3015	<p>ENGAGEMENT WITH YOUNGER POPULATION</p> <p>To consider any matters relating to proposals for greater engagement with the younger population of the parish. Hilary Allen updated Members with enquiries made so far.</p>
3016	<p>REPORTS FROM MEMBERS ON MEETINGS ATTENDED</p> <p>There were no additional reports from members.</p>
3017	<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"> • Festival in June 2022 • Local Plan • PCSO's • Grants for clubs and societies
3018	<p>DATE OF NEXT MEETING</p> <p>The next scheduled meeting is on Wednesday 01 Sept 2021.</p>

Meeting ended at 20:34