



HATFIELD HEATH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in the URC Hall, Hatfield Heath

7:30pm on Wednesday 8th May 2019

Present: Cllr M Lemon (ML)(Chairman), Cllr M Bissell (MB), Cllr Peter Brown (PB),
Cllr Tim Copeman (TC), Cllr K Fox (KF) (*from item 2392*), Cllr C Overton,
Cllr Nigel Robley (NR) (*from item 2392*)

Mr D Farr (DF), (Parish Clerk),
6 members of the public

- 2387 Election of Chairman of the Parish Council for 2019/20**
There were no nominations. Councillor M Lemon was elected to act as Chairman for the May meeting.
- 2388 Election of Vice Chairman of the Parish Council for 2019/20**
Councillor M Bissell was the sole nomination for the role and was elected unopposed.
- 2389 Apologies for Absence**
Apologies were received from Councillor R Breavington.
- 2390 Declaration of Interests**
Councillor M Lemon declared a non pecuniary interest as a member of the District Council.
- 2391 Public Participation**
There were no items raised.
- 2392 Vacancies on the Parish Council**
3 vacancies remained following the election to be filled by Co-option. Mr K Fox and Mr N Robley were present and were nominated for co-option. These nominations were **AGREED** and following completion of Declarations of Acceptance of Office they joined the meeting. The Chairman was aware of a third resident who expressed an interest in joining the Parish Council but they were not present at the meeting.
- 2393 Chairman's Report for 2018/19**
The Chairman expressed thanks for the work and support provided by Councillors, noting the arrival of Cllr T Copeman towards the end of the Council year as the newest member of the Council. Gratitude for the work of both the former Parish Clerk, Mr E Fenwick and the recently appointed Mr D Farr was noted as was the efforts of the local handyman and litter pickers. Key items of progress for the Council included new parking restrictions in front of the shops, although much more work on the control of parking was required. Gratitude for the work of the local Speedwatch group and to the Festival committee was expressed. New flower troughs had been provided near to the White Horse pub. Much work had been completed on the review of local planning applications and Councillors had also contributed to the work by sub committees on reviewing the local Emergency Plan, reviewing grounds maintenance requirements for the heath and open spaces and had supported the continuing regular Parish Council Forums. The closure of the local Post Office was regretted although it was hoped that a new provider may have been found. Swift action to remove travellers from the village had to be completed. Lastly the Chairman thanked local residents for their involvement and support during the year.
- 2394 Election of Representatives on outside bodies and Council Committees**
The following nominations were approved;
- | | |
|---|----------------------|
| EALC & Uttlesford Local Council Association - | Keith Fox |
| Village Hall Committee - | Mark Bissell |
| Tree Warden - | Bill McCarthy |

Parish Paths Partnership -
Emergency Planning Committee -
Neighbourhood Watch/ Police Liaison -
Local Transport -
Stansted Airport -
Allotments -
Personnell Committee -
Flood Management -
Wildlife Areas Management -

Peter Brown
Chris Overton, Derek Farr & Nigel Robley
Roger Breavington
Chris Overton
Mark Bissell
Peter Brown
Nigel Robley, Roger Breavington, Keith Fox
Chris Overton, Nigel Robley, Mark Lemon
Nigel Robley, Peter Brown

2395 Approval of the Accounts for the financial year 2018/19

a) The Governance Statement for 2018/19

The governance Statement was **AGREED**.

b) Accounts for the year 2018/19

The Accounts as presented in the Clerk's report were **APPROVED**.

2400 Planning Matters - Proposed Hastoe Housing Association Development

The Association representatives explained reasons for delay with the project that was discussed last with the Parish Council in August 2018. Proposals for a new development at Cox Ley were considered. The Association is to organise a public consultation event shortly. Members noted that the proposals are likely to be controversial. The need for a second access route onto the proposed site was identified and members noted that the development of 12 homes included 2 for non association housing.

2396 Minutes of the Meeting of 6th April 2019

The Minutes were **AGREED** as an accurate record.

2397 Report from District and County Councillors

There was no report from the County Councillor. Councillor Mark Lemon was elected as the District Councillor for the parish. The political change at the District Council with the Conservative group no longer holding a majority was briefly reflected upon.

2398 Correspondence Report

The Clerk's report was noted. The Chairman confirmed that reports of the constrictions placed on a local bridleway were being considered but enforcement action may be the responsibility of the County Council. Members approved the request by a local charity to place a gazebo on the Heath in support of a charity event. **DF**

2399 Key Task Monitor

The Clerk's report was noted.

2400 Planning Matters

a) Proposed Housing Development at Friars Lane

Letters received from the District Council on checking the validity of comments submitted in response to planning applications was discussed. It was **AGREED** that the Chairman should pursue the Parish Council's concerns further. **ML**

It was noted that responses to other letters raising concerns on this and other major planning applications had not been responded to. The Clerk was asked to chase these matters up. **DF**

b) Applications decided by UDC

UTT/19/0727/TPO - Penny Farthing Stortford Road Hatfield Heath

Fell 1 no. Oak **Status: Allowed**

UTT/19/0497/HHF - The Beeches Sawbridgeworth Road Hatfield Heath CM22 7DR

Erection of single storey rear extension including amendments to UTT/1684/00/FUL.

Status: Refused

UTT/19/0140/FUL - Land East Of Oakhanger Friars Lane Hatfield Heath

New residential development comprising the construction of 8 no. new dwellings, 4 of which would be affordable, associated access from Friars Lane, the introduction of a new community orchard and associated development **Status: Refused**

UTT/19/0046/HHF - Chantry Mead Sawbridgeworth Road Hatfield Heath CM22 7DR
Side and rear 2 storey extension. Alterations and conversion of existing garage.

Status: Approved

UTT/18/2575/HHF - Chadwell Chelmsford Road Hatfield Heath CM22 7BG
Demolition of existing conservatory and outbuilding and erection of two storey rear extension.

Status: Approved

c) Applications to Consider;

UTT/19/0805/HHF - Stoney Mead Chelmsford Road
Removal of existing side conservatory and replacement with new single storey side extension. Proposed new first floor extensions to rear and connection with existing garage building. New openings to rear elevation.

PARISH COUNCIL COMMENTS: Objection. Extension to the rear of the property is believed to be in the Green Belt. Proposed garage to the front of the dwelling was not supported.

UTT/19/0958/HHF - The Paddocks Stortford Road
Proposed two storey side extension to existing dwelling

PARISH COUNCIL COMMENTS: No objection

UTT/19/0998/HHF - 3 Mill Lane Hatfield Heath
Demolition of existing rear conservatory and erection of single storey rear extension. New front entrance lobby with flat roof.

PARISH COUNCIL COMMENTS: No Objection

d) Planning Enforcement Issues

A number of possible enforcement issue have been identified including wooden cladding on one building, raising fire safety concerns and concerns over operations taking place at a garage site that may have included unapproved airport parking and the operation of a skip hire company. The Chairman will continue to liaise with the District Council's Enforcement Team on these issues.

ML

2401 Highways Matters

Members were advised of a meeting held with the Parking Partnership to explore methods to manage restricted parking times in the car parks. Options for a Pay and Display mechanism to control parking to perhaps include 2 hours for free and 3 and 4 hours at a high charge were explained. The need for District Council approval for the appropriate Order followed by a formal public consultation was confirmed. Costs were expected to be in the order of £1,000 . If implemented some income may be generated by the resultant issuing of Parking Charge Notices by the Parking partnership.

The future use and maintenance of the car park adjacent to the Church was discussed, The Chairman will discuss options for repairs to be completed with the District Council

ML

2402 Village Green

a) Easter Fair

Members considered the event and noted noise complaints raised by a resident along with a clash of the Easter Egg Hunt with arrangements completed by the Church. With steps to manage these issue sin the future, it was **AGREED** that the events should continue with charges to remain at £600 per event until 2020. The next Fair was expected to take place in September 2019

DF

b) Grounds Maintenance

A report outlining the need to some changes to the existing cutting and management schedules was provided by Councillor Keith Fox. It was noted that it was a difficult time of year to seek new quotes and contracts for grounds maintenance work and thus it was **AGREED** that the existing suppliers should continue to be employed during the current growing season with discussions to be held about the recommended changes identified by the group reviewing grounds maintenance needs.

DF,
KF

- A query was raised about tables and chairs on the Highway at the Teashop. The Clerk was asked to clarify the details of any licence from the Highways team for this activity. **DF**
- Efforts by the Cricket Club to restore damaged areas of grass were considered. It was noted that efforts in 2018 had been hampered by the prolonged dry spell but improvements were being seen now. It was **AGREED** that the grass cutting payment for 2018/19 should be paid. **DF**
- 2403 Parish Assembly 2019**
Details of the guest speaker for the event was confirmed. Members **AGREED** that refreshments for the event should be provided. Invitations for the event are being dispatched. **DF, ML**
- 2404 Stansted Airport**
A number of press releases from SSE and the airport had been circulated.
- 2405 Litter Picking Service**
The Clerk confirmed that contract and terms of conditions had been agreed with the existing litter picker. Interviews had been held with 2 potential new team members and it was **AGREED** that an offer of employment should be forwarded to them with a view to commence on 1st June 2019. **DF**
- 2406 Village Sign**
The Parish Clerk outlined concerns over the condition of metal work and fixings on the sign. Although expenditure on maintenance for the sign had not been included in the budget, it was **AGREED** that advice and quotations for repairs should be sought. **DF**
- 2407 Land at Rear of Mill House**
Members supported the possible use of the site for a wooded or tree donation area. Discussions with the land owner will continue. **ML**
- 2408. Proposals for a defibrillator at the Village Hall.**
Members considered a request for support and funding from the Village Hall Management Committee. The Parish Council had already supported the provision of one machine in the Village and it was believed that another was already available near to the Village Hall at the G.P. Surgery. Clarification of the availability of defibrillators in this part of the village should be clarified. **DF**
- 2409 Approval of Expenditure**
The following items were approved;
- | | | |
|-------------|---|---------|
| D Farr | May 2019 salary and office allowance | £585.30 |
| J Sykes | Litter picker salary May 2019 | |
| J Sykes | April 2019 salary | |
| RM Lawrence | Tree works | £780.00 |
| PW May | Invoices 2350 & 2370 | £899.54 |
| D Farr | Reimbursement ICO fees and car mileage | £91.30 |
| M Lemon | Reimbursement publicity for community event | £16.50 |
- 2410 Reports from Members on meetings attended**
There were none.
- 2411 Agenda Items for the next meeting.**
No others were raised
- 2412 Date of next meeting**
The next meeting will be on Wednesday 5th June 2019

The meeting closed at 9:30pm