



# HATFIELD HEATH PARISH COUNCIL

## UNAPPROVED MINUTES OF PARISH COUNCIL MEETING

HELD IN THE URC HALL, HATFIELD HEATH

7.30PM ON WEDNESDAY 1<sup>ST</sup> AUGUST 2018

### **PRESENT:**

Cllr Mark Lemon (ML) Chairman, Cllrs Mark Bissell (MB), Roger Breavington (RB), Peter Brown (PB), Keith Fox (KF), Bob Jones (BJ), Chris Overton (CO), Nigel Robley (NR), Ernie Fenwick, Clerk to the Council and 9 members of the public.

### **2189. CHAIRMANS WELCOME AND PUBLIC PARTICIPATION**

The Chairman welcomed everyone present and opened the meeting.

The following items were raised by members of the public

- Drain alongside the Village Institute has not yet been cleared since the trees blocking the drain have not been removed. ML to talk to LoM.
- New battery supplied for VAS sign. Old battery to be discarded at the Civic Amenity Site
- Planning amendments not on the Monthly list from UDC
- Request support from Parish Council for the resident's objection to the development in Mill Lane.
- Rubbish bin has not been replaced outside the fish shop. Replacement bin has been ordered
- Yellow lines. After the slip road was prepared for the yellow lines the cleared debris was left at the verge by Dovecote Cottage. Handyman to handle.
- Village Car Park, needs to be swept and rubbish picked up.
- Hunter's Meet have a considerable amount of tables and chairs on the Village Green. ML to talk to them about this and remind them of their limitations.

### **2190. APOLOGIES FOR ABSENCE**

- ECC Cllr Susan Barker (SB)

### **2191. MINUTES OF LAST MEETING**

The minutes of the Parish Council meeting of 4<sup>th</sup> July were signed as a true record. Unapproved minutes in the magazine.

### **2192. DECLARATIONS OF INTERESTS.**

ML as a district councillor. BJ is a member of SSE

### **2193. REPORTS TO AND FROM COUNTY AND DISTRICT COUNCILLORS**

No report

### **2194. AFFORDABLE HOUSING**

Hastoe Housing Association gave a report on progress. Ulrike introduced Sophie who will be taking over as development manager. Following the site exercise they have been narrowed down to 4 sites. 2 sites are promoted for the local plan and are therefore not available. There is one site adjacent to the football field and Hastoe are in negotiations with the landowner. This will provide 10 affordable dwellings plus 2 open market dwellings and parking for the football field. Existing shared owners are now treated differently to the first scheme and Hastoe are contacting these. ML congratulated Ulrike on her promotion and looked forward to working with Sophie.

### **2195. CLERK'S REPORT**

Any business requiring a decision is listed on the Agenda.  
Clerk clarified a number of points which were raised at the last meeting

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- The minutes of 6<sup>th</sup> June were submitted to the Village Magazine Editor with the word "UNAPPROVED MINUTES" at the head
- An email was circulated from the Magazine Editor to councillors criticising the late delivery of minutes by the Clerk. The Clerk presented a report showing that for the previous 15 months on only one occasion (for which he apologised) were the minutes late when due to a domestic problem he had forgotten and had to be reminded.
- The Editor of the magazine had again emailed councillors criticising the Clerk for not having sent the Green Waste Skip schedule for publication. The Clerk presented a copy of the email dated 17<sup>th</sup> April which included the green waste skip schedule.
- The Clerk also pointed out that on no occasion had the editor chosen to contact the Clerk, but to make complaints direct to the councillors.
- The website was severely criticised as not being fit for purpose. The Clerk has, on several occasions, asked for feedback on the website, but none has been forthcoming until the last meeting and would have expected councillors to have raised their concerns privately

### a. Correspondence Received and Circulated

- i. EALC Training Bulletin
- ii. EALC eBulletin
- iii. Confirmation of Hastoe Housing Visit
- iv. Aviation Communities Forum Newsletter
- v. Parish/Town Council Forum Agenda request
- vi. EALC New Planning Briefing date.
- vii. EALC County Update
- viii. UTT/18/0460/FUL - Stansted Airport
- ix. Essex Police Partnership Document
- x. UDC How to respond to the Regulation 19 Pre-submission Local Plan
- xi. SSE Press Release 20 July 2018
- xii. SSE Member Letter July 2018
- xiii. EALC New Planning Briefing Date added
- xiv. EALC Defibrillator Workshop
- xv. UDC budget and Local Council Tax Support scheme for 2019/20

### b. Correspondence Sent

- xvi. Final Reminder for payment for Circus visit

## 2196. CHAIRMAN'S REPORT

ML reported that two planning amendments were not on the UDC planning monthly list

ML reported that the Clerk has tendered his resignation and has worked for the council for 14 years. ML has always worked very well with the Clerk and wishes him the best for the future.

Adverts for a new clerk have been placed with EALC and in the Village Magazine.

The Travellers arrived on Monday 2nd July and left within three days as there was a 150-year anniversary cricket festival on the following weekend. The Police issued a section 61 notice because of the disruption to the cricket festival. There is no guarantee that a similar notice would be issued next time. ML is to have a meeting with local police officers to resolve the procedure to be adopted in the future.

ML has written to all services who assisted in the removal of the travellers thanking them for their assistance.

## 2197. FINANCIAL REPORT

Change of Signatories

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The following resolution was proposed by ML and seconded by NR  
That the signatories for the Unity Trust Bank account be amended to three signatories. Cllr Mark Lemon, Cllr Nigel Robley and Cllr Mark Bissell. All three signatories to have full view, submit and authorisation access.

The Clerk's access is to be cancelled  
Bank Mandate signed by ML, NR and MB.  
Clerk to submit Mandate to Unity Trust Bank.

Bank Balance after the following payments have cleared £53956.63  
Payments to be approved

PW May Contracting	Replacement of posts	96.00
HH URC	Hire of Hall 17/18	330.75
P Graves	Wildlife Area signs	42.69
EALC	Training	55.00
Broxap	Planters	2412.00
M Lemon	Planters	96.00
Hatfield Heath Village Hall	Hall Hire	75.00
RCCE	Membership	72.60
Clerk	Expenses	46.86
Staff	Salaries	
HMRC	PAYE	

## 2198. PLANNING MATTERS

### Decisions by UDC Planning Dept.

- i. Aspen House Sawbridgeworth Road Hatfield Heath; UTT/18/1645/PDE; Proposed single storey rear extension - extending 3m from rear wall, maximum height 3.2m and height to eaves 2.8m. **NO APPLICATION REQUIRED**
- ii. Oak Lodge, The Heath, Hatfield Heath; UTT/18/0743/FUL; Proposed replacement stables. **APPROVED**
- iii. Harley House The Heath Hatfield Heath; UTT/17/3073; Demolition of existing garage/store and erection of new double garage with recreation rooms adjoining. **APPROVED**
- iv. Salamanca Chelmsford Road Hatfield Heath; UTT/18/1770/TPO; Cut back by up to 1.5 metres to previous pruning points to reduce overall crown away from house 1 no. Oak. **APPROVED**
- v. Holy Trinity Church Stortford Road Hatfield Heath; UTT/18/1660/TPO; Remove dead wood or fell 1 no. Sycamore. **APPROVED**

### Applications

- i. Land At Claremont Nursery Sheering Road Hatfield Heath; UTT/18/1948/FUL; Demolition of 4 no. existing buildings, removal of hard-standings and erection of 1 no. dwelling and single garage with carport. **OBJECT** on the grounds that the land is in Metropolitan Green Belt and outside the development envelope
- ii. Foxglove Farm Dunmow Road Hatfield Heath; UTT/18/1872/FUL; Proposed enclosure and enlargement of front porch and internal alterations to Plot 3 (amended scheme to that approved under planning permission UTT/17/1037/FUL). **NO OBJECTION**
- iii. Foxglove Farm Dunmow Road Hatfield Heath; UTT/18/1862/FUL; Proposed addition of four new dormer windows and a single storey rear garden room to Plot No. 6 (amended scheme to that approved under planning permission UTT/18/0116/FUL). **NO OBJECTION**
- iv. Birchwood Cottage Broomfields Hatfield Heath; UTT/18/1843/CLP; Erection of a summerhouse. **NO OBJECTION**
- v. Stansted Airport UTT/18/0460/FUL; Airfield works comprising two new taxiway links to the existing runway (a Rapid Access Taxiway and a Rapid Exit Taxiway), six additional remote aircraft stands (adjacent Yankee taxiway); and three additional aircraft stands (extension of the Echo Apron) to enable combined airfield operations of 274,000 aircraft movements (of which not more

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than 16,000 movements would be Cargo Air Transport Movements (CATM)) and a throughput of 43 million terminal passengers, in a 12-month calendar period. Extension of time has been requested and if granted, to be placed on the next Agenda, otherwise an extraordinary meeting will need to be called.

- vi. Land to The West of Mill Lane Hatfield Heath CM22 7AA; UTT/17/2499/FUL; Demolition of existing buildings and the development of 26 new dwellings and associated infrastructure. OBJECT on the grounds that the site is completely within the Metropolitan Green Belt, outside the village development envelope and the access is extremely narrow to allow for two-way traffic into and leaving the site. There is no footpath for pedestrians.

## 2199. CASUAL VACANCY

ML has two potential candidates but one has been on holiday.

## 2200. HIGHWAYS

ML reported on a meeting with ECC Highways. Speed limits will not be changed.

Sheering Road footpath will be cleared to Sheering.

Pedestrian Crossing may be provided following the installation of the car park alongside Church Road.

Evidential Speed guns are now available and may be provided to a Speedwatch campaign

Volunteers are needed and the advert is in the Village Magazine.

Flooding issue at the Paddocks. Highways reluctantly conceded that the original system exited along Stortford Road and probably crossed the road to the South side of the A1060. ML will chase up SB for the minutes of the meeting.

This is the second meeting with ECC Highways this year regarding speeding through the village. This is a priority Issue with the Parish Council and the councillors are doing everything possible to get ECC Highways to implement a standardised speed limit throughout the village.

## 2201. VILLAGE GREEN

Planters have been installed, fixed to the ground and filled with soil and plants.

The request for tables and chairs to be placed on the Village Green in front of the Tea Room was refused. Proposed by KF seconded NR. Carried Unanimously

Letter to be sent to Hunters Meet requesting him to stop spreading tables and chairs on to the Heath.

Undergrowth under the trees to be cut back. Request Lord of the Manor to carry out the work.

Posts outside the Doctors Surgery are dislodged

Allotment car park needs to be cut again.

Quotation required for 'goalposts' outside the allotments

Leaking tap has been fixed to the allotments.

## 2202. STANSTED AIRPORT

Response re latest planning application already forwarded to Councillors and the MP.

The MP has failed to respond again to communications in April, May and June, despite assurances given by telephone from her staff on the 18 July that there would be a response to letter and attachments sent 11 July detailing previous correspondence from HHPC. This is in contrast to actions by her predecessor. The next MP surgery is listed as 13 July.

SSE meeting points were as follows:

PC to seek delay in response deadline for Stansted Planning application, 900 pages to consider.

PC to respond to Local Plan (UDC) and airport re easing of restrictions

SSE to press for Judicial Review, 8/9 August if application not called in by Sec. of State.

Newer aircraft will not mean less noise at ground level. Increase in Long Haul flights. UDC has no control over night flights - these can be on old Dover and Buzard routes and could link to long haul flights.

Complain via SSE as they can monitor complaints especially if the Airport is not giving requested details re noisy planes. Airport Noise complaint phone line was out of action for 8 months.

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## 2203. FLOODING

Meeting required with Lord of the Manor regarding maintenance along the Dunmow Road.

## 2204. PARKING

Planning permission on Church Road Car Park has not yet been decided.

The Car Parking in the service road has improved since the introduction of the yellow lines.

The only extension to yellow lines will be behind the bus stop in the cricket field road and at the entrance to Beehive Court.

## 2205. GRASS CUTTING POLICY

The policy was considered and will be considered later in the year.

To consider immediate grass cutting to the conservation areas. Quotation provided for cutting and removing from site at £2700. Proposed to leave the grass at present until the next cut in September

## 2206. SOCIAL MEDIA AND THE WEBSITE

MB has spoken to Wayne Fogg regarding the website and it will cost about £100 per page to revamp. There are 31 pages at present. The cost of keeping the website up to date was considered but more information was required on the time currently taken. The Clerk reported that he spent 2 hours per month keeping the website current.

ML asked councillors to think about the requirement of Social Media and to report back to the next meeting.

## 2207. REPORTS FROM MEMBERS ON MEETINGS ATTENDED

None

## 2208. MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

Wildlife Area, Car Parking, Casual Vacancy.

## 2209. DATES OF NEXT MEETINGS

5<sup>th</sup> September

3<sup>rd</sup> October

Meeting closed at 9.10 pm

### ACRONYM INFORMATION

UDC (Uttlesford District Council)

SSE (Stop Stansted Expansion)

LoM (Lord of the Manor)

POW (Prisoner of War)

EALC (Essex Association of Local Councils)

NEPP (North Essex Parking Partnership)

HMRC (HM Revenue & Customs)

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