

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at URC Hall, Hatfield Heath at 19:30 on Wednesday 07 June 2023

Present:

Cllr M Bissell (MB)
Cllr P Brown (PB)

Cllr S King
Cllr M Lemon (ML)

Cllr C Overton (CO)
Cllr S Saban (SS)

3 members of the public

In attendance: R Bowran – Parish Clerk

Chairman welcomed Members and members of the public.

23/25	APOLOGIES FOR ABSENCE Apologies received from Cllr Saban – other meeting; Cllr Champion – family commitment and Cllr Allen – unwell.
23/26	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
23/27	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 complained that the agenda for this meeting was not on the council website. <i>Clerk responded that this issue would be resolved,</i> A member of the public asked what format the Key Task Monitor would take. <i>NR responded that it would be a simplified working document relating to the council agenda.</i> Mark Ratcliff and Steve Foster presented the council with a framed copy of “Miss Laid” and the US flag which had been given to the Memorial team in a flag case. Handed to Cllr Lemon for display in the United Reform church. A vote of thanks was given to Mark and Steve for making this memorial event happen.
23/28	MINUTES OF MEETING Resolved: To approve the minutes of the Annual Meeting of the Parish Council held on 10 May 2023 (M01)
23/29	PLANNING COMMITTEE Noted: Draft minutes of the Planning Cttee held on 24 May 2023. (P01). Applications: • UTT/23/1132/FUL. External store to rear of new dwelling at High Pastures. HHPC comment: No <i>planning reason</i> to object. Decision by LPA; • UTT/23/0536/FUL. Stand-alone modular classroom. HH Community Primary School. LPA Decision: Approved.

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	Enforcement notification: • INV/23/0075/C. Land to the rear of High Pastures. Construction of a spur road, use of land for storage of heavy construction equipment, increased use of site without consent. Major applications pending: • UTT/22/1261/FUL. Land to the west of Mill Lane. (the PoW camp site). Due to be determined by UDC planning committee on 05 July. • UTT/22/1747/FUL. Redevelopment of Camp Poultry Farm, Mill Lane (the Greenways site). Application currently withdrawn.
23/30	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. Dist Cllr Mark Lemon reported: • he was still on the UDC planning committee • UDC still say sporadic bin collections were due to “operational difficulties” mainly shortage of staff. • Susan Barker had asked for pot holes other than on main roads to be reported to her for resolution • The missing bollard outside the school has now been replaced • Community Initiative fund from Essex CC via EALC • Stansted Airport Community Fund. Cty Cllr Susan Barker (<i>in absentia</i>) reported: • Essex CC Highways were waiting on statistics about recent accidents before they could consider action. • The mitigation request for double white lines on Chelmsford Road could take up to two years to be installed.
23/31	FINANCIAL REPORT Approval of Expenditure. Noted: Items of expenditure in May 2023 as approved by the Finance committee Internal Auditor Resolved: To resolve to approve the appointment of Derek Farr as internal auditor to the council for the year 2023/24. [prop Cllr Bissell; secd Cllr Robley; all in favour]
23/32	AGAR 2022/23 1. Resolved: To approve the Annual Governance Statement 2022/23. [prop Cllr Robley; secd Cllr Bissell; all in favour] 2. Resolved: To approve the Accounting Statements 2022/23: [prop Cllr Robley; secd Cllr Bissell; all in favour]
22/33	CLERK’S REPORT & CORRESPONDENCE Noted: Clerk’s report and correspondence received. • Hastoe Housing will visit the council in August to explain their construction method.

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23/34	KEY TASK MONITOR The Key Task Monitor is still in the process of being revised and simplified to create a better working document.
23/35	HIGHWAYS MATTERS To consider any matters relating to Highways Planned visit by Cty Cllr Scott for an on-site visit on 16 June. Discussion on approach by those who can attend. NR to circulate a list of outstanding issues that need resolution.
23/36	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. - Coverage by CCTV being investigated by Clerk - Abandoned vehicles to be pursued by ML - Weed growth to be cleared by contractor - Clerk to contact Essex Parking Partnership over illegal parking
23/37	PLAYGROUND To consider any matters relating to the playground. - Report on annual RoSPA inspection is awaited. - Repairs and maintenance, SK will complete - Resolution has been made nearby fallen tree
23/38	VILLAGE GREEN To consider any matters relating to the village green - Tree survey by Lord of the Manor awaited - NR and Clerk to review cutting regime with present contractors. - Clerk to contact potential replacement litter picker. PB to get in touch. - Debris from oak trees on Heath will be cleared away by SK - Flower troughs will be renewed by ML - Grass cutting for Festival to be progressed by MB - Proliferation of business signs to be limited. Signs will be laminated.
23/39	NEIGHBOURHOOD PLAN NR reported on the meeting of the Steering Committee held on 25 May. The election of a chair and vice-chair. Agreement of the Constitution. Consideration of the next steps. Draft website produced. Presence at the Festival. Next meeting scheduled for 29 June.
23/40	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. - Parishes liaison meeting with UDC on 05 June. Presentations from Highways, the Police and UDC "Make Uttlesford Greener" officers - NR on Planning briefing with the Director of Planning, no new information
23/41	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.

Meeting ended at 21:05

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