

Hatfield Heath Parish Council

Chairman: Cllr Mark Bissell

Parish Clerk: Richard Bowran BSc (Hons) PSLCC

Contact: parishclerk@hatfieldheath.com



To: Members of Hatfield Heath Parish Council
Cllrs Allen, Bissell, Brown, Champion, Lemon, King, Overton, Robley, Saban

MEETING OF THE PARISH COUNCIL

You are hereby summoned to attend a Meeting of the Parish Council to be held in the URC Hall, Hatfield Heath at 7.30pm on **Wednesday 02 August 2023** to transact the business set out in the agenda below.

Parish Clerk
28 July 2023

AGENDA

Welcome by the Chairman

23/61	PRESENTATION BY HASTOE HOUSING To receive a presentation by Eddie Bacon of Hastoe Developments on the housing to be built at Cox Ley. To answer questions from those present about their concerns.
23/62	APOLOGIES FOR ABSENCE To receive any apologies for absence
23/63	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
23/64	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
23/65 	MINUTES OF MEETING To approve the minutes of the Meeting of the Parish Council held on 05 July 2023 (M03) To discuss any matters arising from the minutes not included elsewhere on the agenda.
23/66 	PLANNING COMMITTEE To note the draft minutes of the Planning Committee to be held on 24 July 2023. (P03).

23/67	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker • Dist Cllr Mark Lemon
23/68  	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in June 2023 as approved by the Finance committee Management Accounts To note management accounts for the four months to July 2023.
23/69 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
23/70	KEY TASK MONITOR The Key Task Monitor is still in the process of being revised and simplified to create a better working document. • Report from Forum held on 15 July. ○ Central Connect service 305 ○ Champion for Stansted airport related issues
23/71	HIGHWAYS MATTERS To consider any matters relating to Highways • Pot holes and resurfacing • Traffic management data collection • Co-operative working with neighbouring authorities.
23/72	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • Coverage by CCTV being investigated • Quote for weed killing - £120 pa. • North Essex Parking Partnership
23/73	PLAYGROUND To consider any matters relating to the playground. • Urgent repairs and maintenance
23/74	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited • Additional litter bin at Co-op • Footpaths survey • NR and Clerk to review cutting regime with present contractors
23/75	NEIGHBOURHOOD PLAN To receive a report on the meeting of the Steering Committee held on 27 July.
23/76	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. • ML and Clerk attended a meeting at Sheering on 27 July about traffic management options.

23/77	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
23/78	DATE OF NEXT MEETINGS The next meeting of the Council will be on Weds 06 September 2023

Symbols:  : paper attached  : vote required

Members of the Public and Press are welcome to attend and observe meetings of the Council but may only speak during the item for public participation

The meeting is being recorded by the Clerk for the purposes of minute taking.

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at URC Hall, Hatfield Heath at 19:30 on Wednesday 05 July 2023

Present:

Cllr M Bissell (MB)
Cllr P Brown (PB)
Cllr N Robley (NR)
3 members of the public

Cllr S King (SK)
Cllr M Lemon (ML)
Cllr H Allen (HA)

Cllr C Overton (CO)
Cllr S Saban (SS)
Cllr N Champion (NC)
In attendance: R Bowran – Parish Clerk

Welcome by the Chairman

23/43	APOLOGIES FOR ABSENCE To receive any apologies for absence
23/44	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
23/45	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 commented on the latest planning application at Greenways (Camp Farm). Appears to be little change from first application. Noted that current operations exceed that permitted under the Certificate of Lawfulness. <i>Clerk to contact the Enforcement Officer at UDC.</i> A member of the public was concerned about possible predetermination of the application and pointed out that the argument for increased security tacitly acknowledged increased volume of working. No mention is made of all supply vehicles in addition to Greenways own operation. A member of the public commented on the extensive Heritage report and legal opinion on the subject of Previously Developed Land. <i>ML said that he will "call in" the application to the UDC Planning Committee.</i>
23/46	MINUTES OF MEETING Resolved: To approve the minutes of the Meeting of the Parish Council held on 07 June 2023 (M02)
23/47	PLANNING COMMITTEE Noted: The draft minutes of the Planning Committee held on 03 July 2023. (P02). Applications considered Construction of garden building The Willows Stortford Road Hatfield Heath Essex CM22 7DL Ref. No: UTT/23/1586/HHF HHPC Comment: No objection. Single storey side and rear two storey extension

Minutes are subject to approval at the Parish Council meeting on 02 August 2023.

Laurels The Heath Hatfield Heath Essex CM22 7AB

Ref. No: UTT/23/1553/CLP | HHPC Comment: No objection compare with UTT/23/1017/CLP which was refused.

Single storey rear extension

Mandal Chelmsford Road Hatfield Heath Bishops Stortford Hertfordshire CM22 7BG

Ref. No: UTT/23/1436/PDE | HHPC Comment: No objection.

Installation of new condenser unit in rear yard area.

Co-op Supermarket The Village Shop The Heath Hatfield Heath Bishops Stortford CM22 7EB

Ref. No: UTT/23/1423/FUL | HHPC Comment: No objection.

Erection of first floor with new pitched roof, single storey rear extension, alterations to fenestration.

The Willows Stortford Road Hatfield Heath Essex CM22 7DL

Ref. No: UTT/23/1285/HHF | HHPC Comment: No objection.

Garage conversion to residential annexe

Mill House The Heath Hatfield Heath Essex CM22 7AB

Ref. No: UTT/23/1274/HHF | HHPC Comment: No objection., caveat that this is an annex and not a discrete dwelling.

Applications decided by LPA

Single storey external store to rear of new dwelling at High Pastures.

High Pastures Stortford Road Hatfield Heath CM22 7DL

Ref. No: UTT/23/1132/FUL | Status: Approved

Formation of side single storey and rear two storey extensions.

Laurels The Heath Hatfield Heath Essex CM22 7AB

Ref. No: UTT/23/1017/CLP | Status: Refused

Change of use of land from agricultural field to dog walking field including gate, fence and car perking.

Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP

Ref. No: UTT/22/2835/FUL | Status: Refused

Enforcement issues:

Land to the rear of High Pastures. INV/23/0075/C

1. Construction of a spur road on site to storage area
 2. Use of land for storage of heavy construction equipment
 3. Increased area of site for use without consent
- at the above location.

Noted: The s106 agreement between UDC and Heather Holdings/Brookview relating to the Hastoe development on land north of Cox Ley.

Major applications

Pelham Structures planning application UTT/22/1261/FUL for the site in Mill Lane. A date for the consideration of this application has not yet been published, but was understood from UDC the earliest likely date will be in July .

	Greenways planning application UTT/22/1947/FUL for the other site in Mill Lane. This was due to be considered by UDC on 08 March, but the application was withdrawn on 03 March. Now superseded by planning application UTT/23/1688/FUL
23/48	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker ○ Will attend a highways panel meeting On 06 July and report back ○ Anti flooding project now needs a "full design" not a fast track. ○ Speeding detection now possible with new equipment funded by UDC ○ Zero carbon grants available from UDC • Dst Cllr Mark Lemon reported he will attend a full council meeting On 18 July.
23/49	FINANCIAL REPORT Approval of Expenditure. Noted: To note items of expenditure in June 2023 as approved by the Finance committee AGAR Noted: The AGAR for 2022/23 has been submitted to external auditors and appropriate notices have been posted on the website.
23/50	INTERIM GRANT APPLICATION Resolved: To make a grant to Hatfield Regis Local History Society of £150 to support the initial publication of 50 copies of "Then and Now" for Hatfield Heath Village [<i>prop Cllr Robley; secd Cllr Champion; all in favour</i>]
23/51	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received. • Communication received from Hatfield Broad Oak PC suggesting that with a mainly elected new council they would like to resume working relations with HHPC and the Hallingburys. Clerk to seek views of the other PCs and Members to consider in due course. • Clerk to publicise the visit of the Hastoe Development project manager at the meeting of council on 02 August. • Clerk to pursue the suggestion of a working group with other parishes to combat the traffic effect of diversions from M11 Junction 7A.
23/52	KEY TASK MONITOR The Key Task Monitor is still in the process of being revised and simplified to create a better working document.
23/53	HIGHWAYS MATTERS To consider any matters relating to Highways • Pot holes and resurfacing. Stortford Road to Chelmsford Road junction with Dunmow Road scheduled to be resurfaced in the six days commencing 17 July. • White Horse kerbs need special attention. • Report on visit by Cty Cllr Scott on 16 June ○ Zebra crossing ruled out on the basis of cost. ○ VAR signs, council now cleared to present our own proposal. ○ Double white lines on A1060, Stortford Road – clerk to contact Cllr Barker with request. ○ The two roundabouts – needs revalidation

23/54	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • Coverage by CCTV being investigated • Abandoned vehicles, ML progressing • Issues at Pond Lane, question of parking on Lord of the Manor's land. • North Essex Parking Partnership, clerk to contact to investigate lack of performance and data on frequency of visits.
23/55	PLAYGROUND To consider any matters relating to the playground. • Report on annual RoSPA inspection passed to SK for review and action. • Urgent repairs and maintenance carried out by SK. • Resolution of nearby fallen tree completed.
23/56	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited. ML to progress. • Obstructed footpath from Broomfields / Cox Ley to Village Hall. Believed to be UDC responsibility, clerk to progress. • Additional litter bins at Co-op and Fish Inn. Resolved to obtain two units. • Antisocial behaviour at football field. PCSO to be advised. • NR and Clerk to review cutting regime with present contractors • Sight lines are obstructed on corner near Hunters Meet. • Highways to renew missing bollard on crossing by Coop • Wildlife area. EECOS contracted but are not currently responding. • Festival. Thanks especially to Wayne Fogg, Sandi Rust, Paul Dixon. Janice and Dave Page for the Fun Run. Sarah White, family and all connected with JE White Motors for the Car show. Brendon and all at Hunters Meet for the music.
23/57	NEIGHBOURHOOD PLAN To receive a report on the meeting of the Steering Committee held on 29 June. Stakeholders identified and a draft questionnaire circulated for comment. Next meeting is on 27 July.
23/58	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. • ML and HA attended surgery's Patient Participation meeting. Progress was noted on several fronts.
23/59	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Presentation by Eddie Bacon of Hastoe Developments on the housing to be built at Cox Ley. To answer questions from those present about their concerns.
23/60	DATE OF NEXT MEETINGS • The next meeting of the Council will be on Weds 02 August 2023

Meeting ended at 21:40

HATFIELD HEATH PARISH COUNCIL

Minutes of the Planning Committee Meeting held at 15:00 on Monday 24 July 2023 in the URC Schoolroom

Present:

Cllr S Saban (SS)

Cllr N Champion (NC)

Cllr N Robley (NR)

Cllr M Bissell (MB)

In attendance:

R Bowran – Parish Clerk

2 members of the public

P23/22	APOLOGIES FOR ABSENCE There were no apologies for absence
P23/23	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members
P23/24	PUBLIC PARTICIPATION There were no questions from members of the public on matters within the remit of the Planning Committee.
P23/25	MINUTES Resolved: To approve the minutes of the Planning Committee meeting held on 03 July 2023 (P02)
P23/26	PLANNING MATTERS APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION Extension and alterations to the north facade and a first-floor side extension, with associated fenestration alterations and other associated works. St Clouds Matching Road Hatfield Heath Essex CM22 7AR Ref. No: UTT/23/1735/HHF HHPC Comment: No Objection Proposed all weather surfacing of existing grass farm track Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP Ref. No: UTT/23/1707/AG HHPC Comment: No Objection Construction of new and replacement agricultural machinery storage buildings Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP Ref. No: UTT/23/1706/AG HHPC Comment: No Objection Site redevelopment involving demolition of buildings (in B8 and ancillary Use) and erection of storage, packing, distribution and ancillary buildings (B8 Use). Erection of 1 no. dwelling house with residential garden and related change of use of land. All related works, landscaping and infrastructure. Camp Poultry Farm Mill Lane Hatfield Heath CM22 7AA Ref. No: UTT/23/1688/FUL HHPC Comment: Objection. The full response is appended to these minutes. Change of use from Paddock to residential and construction of 1 no. residential dwelling with garage together with associated landscaping works Land Off Sheering Road Sheering Road Hatfield Heath

	Ref No: UTT/23/1737/FUL HHPC Comment: Objection. The land is within the MGB and outside of the village envelope. There are no credible special circumstances to allow change of use and development of this site. DECISIONS MADE BY THE LPA FOR NOTING PLANNING APPEALS None received ENFORCEMENT ISSUES Land to the rear of High Pastures, Hatfield Heath INV/23/0075/C – no further action by UDC as they state that planning decision UTT/21/04209/CLE covers activities in the site and therefore there is no breach. Members will supply further information to cause the issues to be looked at again. Sunnymead, Matching Road, Hatfield Heath INV/23/0076/C – no further action by UDC as they state that the aerials in question have been in place for more than four years and are therefore immune from enforcement action. HASTOE HOUSING Noted: That the project manager of this development will be attending the council meeting on 02 August to preset their approach and answer questions.
P23/27	MAJOR APPLICATIONS Pelham Structures planning application UTT/22/1261/FUL for the site in Mill Lane. A date for the consideration of this application has not yet been published, but was understood from UDC the earliest likely date will be in July. This has not happened and there is no further information as to a date for consideration. .
P23/28	NEIGHBOURHOOD PLAN To review the notes of the meeting of 29 June and to consider any matters relating to the proposed Neighbourhood Plan. Next meeting of the steering group will be on 27 July at which a schedule of stakeholders and the proposed questionnaire will be reviewed.
P23/29	THREE PARISHES LOCAL PLANNING GROUP / TPLPG There have been no further meetings of the Group. Proposed that NR should convene a meeting to review current status.
P23/30	AGENDA ITEMS FOR NEXT MEETING There were no additional items for the agenda of the next meeting.
P23/31	DATE OF NEXT MEETING The next scheduled meeting is on Monday 21 August 2023.

Meeting ended at 16:00

UTT/23/1688/FUL : Camp Poultry Farm, Mill Lane, Hatfield Heath

Hatfield Heath Parish Council strongly objects to this application on the following grounds:

The area involved lies completely within the Metropolitan Green Belt and outside the village development envelope.

1. Building of a domestic residence has previously been turned down including on appeal, principally because such residence would only be allowable in the Green Belt if the use was in an agricultural context involving animal husbandry.
2. Residential status has not been afforded to the site overall. Refusal of UTT/17/2499/FUL for site demolition and erection of 26 new dwellings, also refused at appeal refers.

The argument that the site is Pre-Developed Land is fatuous as is proven by two correct statements within the application

1. The 'legal Opinion correctly states in Article 45. 'This is not to say that the whole of the Land could, or should, be developed – but I am of the view that the Land would qualify for the exception to development in the Green Belt prescribed by paragraph 149(g) of the NPPF, namely that the "limited infilling or the partial or complete redevelopment of previously developed land, whether redundant or in continuing use (excluding temporary buildings), which would not have a greater impact on the openness of the Green Belt than the existing development, or, not cause substantial harm to the openness of the Green Belt where the development would re-use previously developed land and contribute to meeting an identified affordable housing need within [UDC]".
2. The heritage statement equally correctly states '3.23 There are two key types of buildings on the site which were only ever constructed with the intention of being used as temporary structures during the Second World War. These include timber framed buildings and blockwork/concrete framed buildings. These temporary structures, in addition to an overall lack of maintenance, contributes to their severely dilapidated condition, loss of original form and any visual quality.'
3. We conclude that none of the site meets the criteria for PDL classification since camps are temporary by their nature, a fact acknowledged in the applicant's heritage statement. We also conclude that inclusion of a market value residence in the application for use by a 'nightwatchman/site manager' would not meet the qualification of 'affordable housing' anyway.

Major investment involving demolition of all the POW huts is allegedly covered by a COL allowing use of existing land and buildings for the storage, packing and distribution of eggs and egg packs to a maximum of 5,500 egg packs a week or almost 2 million eggs. However:

1. There is a Health and Safety Issue with the packing plant which needs to either be updated or renewed. This is a very small element of the proposal, but is being used to justify demolition of existing ex POW huts and major construction to provide increased efficiency.
2. Much is made of an operating licence for 12 HGVs (although only 7 are presently being used), but there is no supporting documentation for this, the qualifications of the drivers or mention of the articulated trucks that deliver eggs to Greenways from outside which appear to have no licence.
3. All present employees are being retained in a facility that is vastly more efficient and using modern working practices.
4. Although operating hours in the COL are Monday to Friday, Articulated trucks turn up at all hours of the day and night and can barely fit into the lane, leading to continuous damage to property.

We conclude that despite protestations, the plan is for major expansion with all of the consequential traffic issues that are already a major issue in Mill Lane. Key words in the proposal are that the site will 'not be used more intensely than exists or could currently lawfully occur'. Because of this we believe all the existing COL limits and conditions should be applied to this proposal if it is approved and stringently monitored.

On Transport/Accessibility

The transport statement is highly misleading and erroneous and also begs the question why it is included if not in preparation for a resurrection of a housing proposal:

On errors:

- 2.14 By virtue of the existing pedestrian connections, the development site is well connected by a safe, secure footway network to the village which includes residential areas, pubs, shops and healthcare facilities.

There is no safe walking or cycling route from the site to the main road or even to the Broomfields site. There are no footways in any part of Mill Lane and the road from the site comprises two concrete strips with infill.

- 2.15 The accident record in the vicinity of the site has been considered and the Essex County Council database indicates that there have been three recorded slight incidents in the vicinity in the latest available 3 year period between 2019 and 2022.

There have been four **major** accidents on the A1060 going from Mill Lane towards Stortford in the **past three months**, involving air ambulance, road closures etc

- 2.5 In consideration of the above ('good' bus service), the site is very well located in terms of transport accessibility to the amenities and facilities in the vicinity and as such is considered an eminently suitable location for a sustainable development proposal.

The quoted 'good' bus services are anything but good. Stevensons do not run the number 5 service anymore it has been replaced by an even worse number 305 service operated by Central Connect. If one looks at the operating times it cannot be used for work or school.

- 2.8 Cycling has the potential to substitute for short car trips, particularly those less than five kilometres. Cycle access to the proposal has been considered in detail. For the purposes of cycle accessibility, a cycling time of 20 minutes, which equates to five kilometres at an average speed of 15kph, has been assumed. 2.9 The five kilometre catchment area of the proposal site includes the whole of the built area of Hatfield Heath and Sawbridgeworth with its range of associated facilities and services and residential areas. 2.10 The roads in the vicinity are of a good quality and due to the relatively flat nature of the area, are considered suitable for cycling

Hatfield Heath once out of Mill Lane is OK for cycling, but has steep hills in every outward direction, with no footways after about half a mile and cycling/walking outside the village is totally NOT sustainable and these assertions are nonsense.

On Future Plans:

This Parish Council do not believe that inclusion of Vehicle charging points to be anything less than pre-preparation for future conversion of the development to market housing using the 'watchman/managers' 'cottage' as the precedent for residential use.

- 4.8 The proposals fully accommodate the required maximum parking standards across the development with 19 spaces being provided for the B8 use and its associated office accommodation, most of which will have electric vehicle charging points, and 3 spaces for the dwelling, including electric vehicle charging point.

Nor does it understand why so much money is being spent on non-productive building space (which vastly outweighs the egg production and storage space) unless for future 'conversion'.

Finally, in the design statement:

The lane, which, in part, is also a public bridleway (ref 297- 9), mainly serves housing although a used car sales premises lies close to the end of the lane, east of the application site. However, that site has planning permission (UTT/17/2262/FUL) to redevelop for one dwelling **which once built will consolidate the residential character of the area at the fringes of the settlement where adjacent the open countryside.**

Our comment to this is that this planning permission has expired and the used car premises are operating without permission or licence.

On Heritage

- 1 The POW camp buildings involved are huts and a hospital included in the UDC heritage list and any demolition runs counter to the UDC inclusion
- 2 Despite the suggestion that things have changed since heritage status was granted, the buildings on this site remain EXACTLY as they were when heritage status was granted to the whole of the POW Camp 116 and confirmed in the April 2021 UDC listings
- 3 We therefore believe that the heritage statement should be dismissed out of hand unless the applicant wishes to formally submit a review request to the UDC Heritage section for a re-review.

Other

1. Environmental Issue. There is no mention in the application of steps that would be taken to remove and dispose of asbestos material which is present in the POW camp buildings.
2. Application anomaly. The application shows three different locations for the proposed residence for a nightwatchman/site manager. This is ambiguous and could lead to the assumption that all three locations are acceptable. There should be a separate planning application for each of those dwellings.
3. Please note two prior applications for demolition of existing buildings and erection of replacement new buildings have been turned down by the LPA and on appeal. These being UTT/1032/97/FUL and UTT/1175/96/FUL We would request these decisions and reasons for refusal be thoroughly taken into account together with UTT/0999/95/FUL in the decision-making process.

AGENDA 23/68.1

Invoices for Authorisation to 27 July 2023

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
no date	P Newman	tree work at playground	on-line	300.00	-	300.00	44	"Emergency" call out
10/06/2023	Techwyse	Tablet support	on-line	39.00	6.50	32.50	45	
20/06/2023	Derek Farr	Internal Audit	on-line	83.00	-	83.00	46	
22/06/2023	PW May	Grass cutting	on-line	1,397.72	232.95	1,164.77	47	
21/06/2023	UDC	Election costs May 2023	on-line	2,532.00	-	2,532.00	48	
30/06/2023	Unity Trust Bank	Bank charges	on-line	18.00	-	18.00	49	
01/07/2023	Heath Computers	Web site maintenance	on-line	66.00	11.00	55.00	50	
05/07/2023	HH History Society	Grant "Then & Now"	on-line	150.00	-	150.00	51	
25/07/2023	P May	Grass cutting	on-line	591.98	98.66	493.32	52	
07/06/2023	R Bowran	Alamy - copyright - NP Logo	on-line	14.39	2.40	11.99	53	Recoverable
08/06/2023	R Bowran	HFE Signs - NP banner	on-line	122.66	20.44	102.22	54	Recoverable
10/07/2023	R Bowran	Amazon- PPE Litter picker	on-line	7.98	1.33	6.65	55	
26/07/2023	R Bowran	Office allowance, mileage, NP secry	on-line	224.40	37.40	187.00	56	
27/07/2023	HMRC	July tax & NI	on-line	342.27	-	342.27	57	
27/07/2023	S Taylor	June & July salary	on-line	211.73	-	211.73	58	
27/07/2023	S Caller	July salary	on-line	96.79	-	96.79	59	
27/07/2023	J Jackson	July salary	on-line	96.79	-	96.79	60	
27/07/2023	J Sykes	July salary	on-line	193.57	-	193.57	61	
27/07/2023	R Bowran	July salary	on-line	828.12	-	828.12	62	
27/07/2023	Village hall	Hall Hires	on-line	166.75	-	166.75	63	
Total				7,483.16	410.69	7,072.47		

Cash receipts

Date	From	Description	Amount	vchr
20/07/2023	UDC	Coronation Grant	£700.00	

Total **£700.00**

Balance at Bank (after these transactions)

£43,921.90

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

AGENDA 23/18.2
28 July 2023 (2023-2024)

Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9 Bank charges				72.00	18.00	54.00	54.00 (75%)
10 Car Mileage				500.00	187.20	312.80	312.80 (62%)
11 Members expenses				100.00		100.00	100.00 (100%)
16 Data Registration				40.00		40.00	40.00 (100%)
17 EALC Subscription				500.00	503.26	-3.26	-3.26 (-0%)
18 SLCC Subscription				115.00		115.00	115.00 (100%)
24 Insurance				2,800.00	2,694.86	105.14	105.14 (3%)
25 Elections				2,000.00	2,532.00	-532.00	-532.00 (-26%)
26 Printing Postage Stationery				200.00	90.34	109.66	109.66 (54%)
28 Training				450.00		450.00	450.00 (100%)
29 Office Provision				1,000.00	198.00	802.00	802.00 (80%)
48 Other Subscriptions				150.00	100.00	50.00	50.00 (33%)
55 Hall Hire				600.00	149.75	450.25	450.25 (75%)
62 Misc Expenses							(N/A)
65 Admin/Finance Support							(N/A)
SUB TOTAL				8,527.00	6,473.41	2,053.59	2,053.59 (24%)

Allotments

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6 Rents	440.00	440.00					(0%)
8 Repairs & Maintenance				1,000.00		1,000.00	1,000.00 (100%)
54 Grass Cutting Allotment				250.00		250.00	250.00 (100%)
60 Pest Control				200.00	50.00	150.00	150.00 (75%)
SUB TOTAL	440.00	440.00		1,450.00	50.00	1,400.00	1,400.00 (74%)

Amenities

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34 Street Furniture				750.00		750.00	750.00 (100%)
40 Grants				2,500.00	150.00	2,350.00	2,350.00 (94%)
41 Wildlife Area							(N/A)
42 Green Waste Skips				2,500.00		2,500.00	2,500.00 (100%)
44 Wildlife Project							(N/A)
45 War Memorial							(N/A)
84 Defibrillator				150.00		150.00	150.00 (100%)
SUB TOTAL				5,900.00	150.00	5,750.00	5,750.00 (97%)

Audit

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4 Internal Audit				200.00	83.00	117.00	117.00 (58%)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

28 July 2023 (2023-2024)

5 External Audit		299.00		299.00	299.00 (100%)
SUB TOTAL		499.00	83.00	416.00	416.00 (83%)

Car Parks

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21 Village car park incl CCTV				5,500.00		5,500.00	5,500.00 (100%)
22 Church car park							(N/A)
SUB TOTAL				5,500.00		5,500.00	5,500.00 (100%)

Events

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14 Community Events				250.00		250.00	250.00 (100%)
30 Annual Parish Meeting				49.00		49.00	49.00 (100%)
33 Christmas Tree				250.00		250.00	250.00 (100%)
35 Fairs	1,500.00		-1,500.00				-1,500.00 (-100%)
90 Coronation		700.00	700.00		1,023.50	-1,023.50	-323.50 (N/A)
SUB TOTAL	1,500.00	700.00	-800.00	549.00	1,023.50	-474.50	-1,274.50 (-62%)

Highways

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19 Repairs and Maintenance							(N/A)
20 Vehicle Activated Sign							(N/A)
50 Consultancy							(N/A)
SUB TOTAL							(N/A)

Information Technology

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2 Web-site				250.00	220.00	30.00	30.00 (12%)
31 IT Repairs and Software				250.00	100.00	150.00	150.00 (60%)
32 IT Equipment					44.91	-44.91	-44.91 (N/A)
53 Zoom Subscriptions				150.00		150.00	150.00 (100%)
91 PC protection					149.98	-149.98	-149.98 (N/A)
93 IT Support					32.50	-32.50	-32.50 (N/A)
SUB TOTAL				650.00	547.39	102.61	102.61 (15%)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

28 July 2023 (2023-2024)

Litter Picking

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38 Litter Picking PPE				249.00	19.13	229.87	229.87 (92%)
SUB TOTAL				249.00	19.13	229.87	229.87 (92%)

Neighbourhood Plan

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78 NP Web-site				1,000.00		1,000.00	1,000.00 (100%)
79 NP Consultants				2,000.00		2,000.00	2,000.00 (100%)
80 Publicity & Meetings				2,000.00	912.20	1,087.80	1,087.80 (54%)
81 Printing				1,000.00		1,000.00	1,000.00 (100%)
82 UDC Support	6,000.00	786.00	-5,214.00				-5,214.00 (-86%)
89 NP Secretariat				500.00	170.00	330.00	330.00 (66%)
SUB TOTAL	6,000.00	786.00	-5,214.00	6,500.00	1,082.20	5,417.80	203.80 (1%)

Other Amenities

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
49 Leaflet Printing							(N/A)
61 Repairs & Maintenance				150.00		150.00	150.00 (100%)
63 Tree Works				250.00		250.00	250.00 (100%)
64 Poppy Appeal				100.00		100.00	100.00 (100%)
66 Cricket Club grass				350.00		350.00	350.00 (100%)
86 Holy Trinity church grass				400.00		400.00	400.00 (100%)
87 United Reform Church grass				400.00		400.00	400.00 (100%)
88 Christmas Tree							(N/A)
SUB TOTAL				1,650.00		1,650.00	1,650.00 (100%)

Other Expenditure

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
69 V.A.T. Expenditure							(N/A)
SUB TOTAL							(N/A)

Other Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70 V.A.T. Income							(N/A)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

28 July 2023 (2023-2024)

SUB TOTAL								(N/A)
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Playgrounds		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Repairs & Maintenance				1,000.00		1,000.00	1,000.00 (100%)
46	Play Area				500.00		500.00	500.00 (100%)
SUB TOTAL					1,500.00		1,500.00	1,500.00 (100%)

Policing		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39	Community Policing							(N/A)
SUB TOTAL								(N/A)

Precept		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Precept	42,145.00	21,072.50	-21,072.50				-21,072.50 (-50%)
SUB TOTAL		42,145.00	21,072.50	-21,072.50				-21,072.50 (-50%)

s137		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
12	Remembrance Wreath				50.00		50.00	50.00 (100%)
SUB TOTAL					50.00		50.00	50.00 (100%)

Salaries		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Current Staff				9,918.00	3,313.08	6,604.92	6,604.92 (66%)
51	HMRC				3,014.00	1,367.88	1,646.12	1,646.12 (54%)
52	Litter Pickers				6,683.00	2,123.90	4,559.10	4,559.10 (68%)
SUB TOTAL					19,615.00	6,804.86	12,810.14	12,810.14 (65%)

TPLPG		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
71	Consultants							(N/A)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

28 July 2023 (2023-2024)

72 Hatfield Broad Oak pc					(N/A)
73 Great Hallingbury pc	58.00	-58.00			-58.00 (-100%)
74 Little Hallingbury pc	58.00	-58.00			-58.00 (-100%)
83 Secretariat			174.00	174.00	174.00 (100%)
SUB TOTAL	116.00	-116.00	174.00	174.00	58.00 (20%)

Village Green

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
13 Grass cutting				6,500.00	2,994.30	3,505.70	3,505.70 (53%)
15 Repairs & Maintenance				500.00		500.00	500.00 (100%)
36 ECC Rural Verges	2,265.00		-2,265.00				-2,265.00 (-100%)
43 Rural Verges				2,430.00	663.83	1,766.17	1,766.17 (72%)
67 Heath Posting				500.00		500.00	500.00 (100%)
75 conservation area							(N/A)
85 Pond Maintenance							(N/A)
92 tree work					300.00	-300.00	-300.00 (N/A)
SUB TOTAL	2,265.00		-2,265.00	9,930.00	3,958.13	5,971.87	3,706.87 (30%)

Summary

NET TOTAL	52,466.00	22,998.50	-29,467.50	62,743.00	20,191.62	42,551.38	13,083.88 (11%)
V.A.T.					1,246.78		
GROSS TOTAL		22,998.50			21,438.40		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report – July 2023

Date: 28 July 2023

Summary of main items of activity:

- Prepared agendas and minutes for meetings (council and planning)
- Carried out normal monthly administration tasks
- On 27 July attended Neighbourhood Plan steering committee meeting
- On 27 July attended a traffic management presentation at Sheering Village Hall

Current Actions

- Hastoe Housing have made contact and will attend a council meeting on 02 Augustd.
- There has been no contact with our local PCSO, action to be escalated to Borough Commander
- Litter pickers.
 - Contact by a parishioner who would like to become involved.

Future actions

- Proposal by Sheering PC to form a working group with Hatfield Heath PC and Sawbridgeworth TC to look at expansion of community bus services.

Parish Council Forum 15th July 2023

We had four visitors. Ivan Cooper, Michael Bird, Mary Stewart, Peter Graves and Diana Graves. In attendance were and Nigel Robley, Peter Brown, Sandra Saban, Mark Lemon and Chris Overton.

Prior to the meeting we used the new post system to put up the meeting sign outside the Institute. Many thanks to the Man Shed for constructing the sign holder for us, it is very effective.

Mary Stewart

1. Was concerned about the Hastoe development and where we were on it. We explained that the S106 agreement had only recently been finalised and that a representative from Hastoe would be attending our next PC meeting to discuss what the plan now is. We emphasised that the decision had been made to go ahead with the development, but this would clarify hopefully the way that this would happen and answer all of the questions posed by the residents with regard to the conditions of the approval. **Mary** to put an article in the magazine to advertise this visit.
2. Mary was also concerned about footpath clearance on the footpath adjacent to the football pitch. This is a registered footpath and the responsibility of the Essex County Council footpath section. **NR and PB to do a full survey of all footpaths before the next PC meeting and submit a report on their condition to Richard to follow up on all issues with the footpath people.**
3. Bin collection. **Mark L** related his difficulty in getting this properly recognised as an issue by UDC **and is writing to the leader of the council (Patricia Lees) to insist this ongoing issue is properly reflected in her formal report.** He will also contact Dawn to make sure our position is published in the magazine. Apparently the head of refuse type operations is Ben Brown and the only reason given to us so far is that UDC are experiencing 'operational problems'.

Michael Bird

1. Was concerned about public transport, specifically the service 305 which is supposed to run from Stortford to Stansted Airport and back at hourly intervals. He reported that this Central Connect service was not in any way reliable, with buses being omitted at random, in one case leaving him waiting from 11.05 until 4.30 outside Sainsbury's. At the same time it appeared that the service from Stortford to Saffron Walden was prompt and on time. **It was agreed that the PC would write a letter to UDC reporting this service failure, particularly since they are aggressively encouraging use of public transport instead of cars and ask for immediate remedial action.**

2. In the meantime NR and SS will talk to Lodges to understand what could be arranged with them to run a minibus service on the same route.
3. It was noted that the Passenger Transport Committee/Forum had not met since prior to Covid and that all Bus contracts require County Council approval

Peter Graves

1. Was concerned about the two open post mounted bins next to the cricket pitch and showed us pictures of the littering created by the rooks that nest close by. It was agreed that we should order a third very large closed bin (we have already agreed to order one for outside the Coop and one outside the Fish Inn) to replace these.
Richard, could you arrange please?
2. Diana Graves asked why we could not have bins similar to the very large lidded ones used in Harlow and at seaside resorts to collect all rubbish (including dog waste) and we explained that we were constrained to use designs approved by UDC and also to collect dog waste separately for the same reason.

Diana Graves

1. Also enquired about the status of 'repairs' to the Church Road at the B183 entrance. We explained that we were working on a scheme to cure this issue, but this was not in this year's budget. **Mark L strongly emphasised that any such scheme must be approved by the LoM**

Ivan Cooper

1. Was concerned about the increased amount of air traffic flying directly over the village and not keeping to the agreed flight corridor and heights. We agreed that since Rob Jones had departed there was no one interfacing directly with Stansted and that we needed someone
2. We concluded that we should appoint someone to look after Stansted related issues and that we should find out and publish details of the tracking app and means to report overflights to build up the pressure on Stansted to deal with the situation.
Agenda please Richard.
3. Parking in Pond Lane seems to have improved and we don't know why. The large car park at the rear has been largely filled with shipping containers, but we can do nothing about that. Parking on LoM land is at the moment legal also.
4. **NR and Sandra** again agreed to resurrect the A Board Policy. NR still to get 30 laminated notices from Footprint and Sandra to distribute to all businesses on the heath. However, the pond lane situation on adverts seems to have improved dramatically for no apparent reason

Other

1. Weeds in the village car park. PB has met with someone interested in keeping the car park weed free and tidy and will ask for a quote. **Subsequent to the meeting both PB and NR talked to Rob Boyten who gave us a verbal quote of £40 per session, three times a year (March, July and October) plus the same price if we wish to have more sessions. He will NOT be using weed killer because of the public liability issues that may arise. Need to agree this at the next PC meeting**

NR 200723