

KEY TASK MONITOR	October 2023	CURRENT	Agenda : 23/104
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SUBJECT	ISSUE	ACTIONS	PRIORITY H / M / L	WHO	WHEN
Village Car Park	Perceived abuse of the village car park by 'ride sharers' and 'holiday parkers', restricting village use. Abusive behavior Height barrier needs attention Weeding	CCTV notices erected. Camera bought. CCTV installed. Suggest we put repeater signs in the car park setting out terms and conditions and assess impact before any other action. Obtain and implement locking system for the barrier Quote accepted but so far no action!	M H H	Clerk SK HHPC	ASAP ASAP AUG Meeting
Parking on Slip Road	Not being policed properly by NEPP. Many complaints from residents who feel they are paying for nothing.	Letter to NEPP requiring evidence of frequency of visits and actual fines imposed and compare with resident evidence of all day parking. This seems to have improved in September and several fines issued.	H	Clerk	ASAP
Church Road Car Park	Flooding and damage at the entrance to the car park off the B183	Develop scheme. LoM has already provided permission. Circulate scheme for quotes	M M	NR Clerk	ASAP ASAP
Village Sign	Concerns over condition and maintenance	Mel Sullivan can help since he arranged the last refurbishment. Need to demount the sign and inspect all the fittings etc and pass to Mel for a 'repaint' WHO WILL DO THIS?	M	HHPC	Open
Flooding – Stortford Road	Three major flooding issues.	Croft Issue Resolved Coggers owner has agreed to fix his issue. King's to advise finish date OPEN A LONG TIME Forbett's to Croft issue in budget for 2023. F/U suggested that it is NOT. Clarify exact status please.	H M	SK Susan	Ongoing Ongoing
Flooding – Dunmow Road	Issue outside Lea Hall.	LoM has cleared ditches and cross road culvert. Issue allegedly caused by residents of Lea Hall bungalows filling in ditches & blocking run off to Pincey Brook. Contact UDC Environmental	H	ML	ASAP

		Health			
Play Areas and Paths	H&S. RoSPA report identified areas to be addressed	Quarterly risk assessment needs to be completed for April, July, October and January. CO has taken on this task ROSPA report assessment and list of required actions	H H	NR/SS SK	Ongoing ASAP
Village Green Maintenance	Cut village green and verges. Ragwort and posting maintenance Trees need attention	Contract given to PW May. Monitor. Request for quote sent to PW May F/U w. person to person Bidwells promised full survey for implementation after leaf fall did not happen. F/U required Quote from J Kenney for pond clearance NOT IMPLEMENTED for two years. F/U person to person	M H H H	HHPC NR Clerk NR	Ongoing Urgent ASAP ASAP
Emergency Plan	No Local Plan	Plan completed but GDPR implications need to be clarified. New Emergency Planning Consultant appointed. Clerk in liaison.	M	Clerk	Ongoing
Highways – Cox Ley Road	Cty Cllr to see if any remedial works are planned.	Formal approach to Essex Highways. Latest date estimate December/January	M	Clerk	Ongoing
Special Constables	Employ a village PCSO.	Costs too high for HHPC to bear alone. Special Constable route being pursued. NC produced adverts/ advertising but little response. Need to discuss further	H	Clerk/NC	09/21
Speeding /Road Safety	Excess Speed in the village	Pedestrian Crossings have been refused on grounds of 'too expensive'. Agreed we can install our own data gathering VAS signs. NEXT STEPS AND TIMING REQUIRED Roundabout at Dunmow Road and new layout at Stortford/Sawbo Road junction to be answered in August by Lee Scott. F/U w. Susan Inoperable School Signs to be fixed. WHO and WHEN? F/U with Susan. Inoperable crossing warnings O/S Coop to be	M H H H H	NR/ML Clerk Clerk Clerk Clerk	Ongoing ASAP ASAP ASAP ASAP

		fixed. F/U w. Highways			
Signage – Pond Lane/Village	Proliferation of signs. Lack of uniformity. Sight line blockage.	New Policy Statements laminated and distributed to all businesses	M	SS/NR	Closed
Hastoe Project – Cox Ley	No Start/Completion date	Held over until contractor appointed after which Hastoe have promised regular reports. Start date most probably not until January 2024	M	Clerk	August
Broomfields Trees	No one maintaining trees in Broomfields especially near No 74.	UDC established ownership and responsibility. Asset schedule has been promised but not delivered. F/U required	M	Clerk	Open
Defibrillator at the Co-op	No access code for the unit is known	New Defibrillator delivered and being fitted at Coop by SK. Status at this meeting.	M	SK	August
Call for Sites	Deep concerns about implications of UDC's Call for Sites document.	TPLPG created which will report back to the Planning Committee and thence to Council. Latest iteration of the Local Plan imminent which will say no garden villages and no strategic allocation to Hatfield Heath (or the Hallingburys)	H	planning	ongoing
Footpaths Survey	Many overgrown and displaced footpaths	Survey and prepare report to send to ECC Footpaths people to remedy ASAP	H	NR/PB	ASAP

Permanent Xmas tree	Plant a Norwegian Spruce	WHAT ARE WE GOING TO DO!	M	ML	OPEN
High Pastures	Cert of Lawfulness granted.	Complaint about extension over the COL terms turned down by Sarah Lawson with request that any new evidence should be submitted if we wish to pursue the matter.	H	ML	Oct 21
Lighting in The Close	Failure of lights	Log the offending assets and report to UDC for rectification	H	CO	OPEN
Village handyman	Is there a need to employ one?	Seems we have now a choice!	M	Clerk	Ongoing
Planning enforcement	Multiple instances where enforcement action is not being taken and/or where we disagree	Discussion with CEO (UDC) about future plans to address this	H	ML	ASAP
Playground	Damage/vandalism in evidence	Agreed we just need to keep repairing. Too expensive to install alternative fencing.	M	SK	Ongoing
Deer signs	Warning signs needed	Clerk to establish locations and obtain warning signs. NR has a map	M	Clerk	Ongoing

KEY TASK MONITOR		ARCHIVE	
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SUBJECT	ISSUE & STATUS	NOTES	PRIORITY H / M / L	WHO	WHEN
War Memorial Grant	Refurbish & maintain War Memorial	Grant obtained, contractor appointed, work completed. Ongoing garden maintenance in place.	M	Clerk	Done
Playground – COVID19	Risk assessment carried out and posters displayed in car park.	National guidelines followed; Weekly checks being carried out.	M	CO	Ongoing
Litter Pickers	Establish routes for each litter picker; provide equipment	Meet with litter pickers, agree routes and establish equipment requirements.	M	NB	Done
Finance	Reclaim of VAT and UDC (<i>sic</i>) funding for rural verges	Three years' Vat recovered (£8,000) and ECC invoiced for 2020/21 and recovered (£2,200)	M	Clerk	Done
Shops Re-opening - COVID19	Need to publish guidance for shop openings.	Advice posted on website and leaflets distributed, website needs updating.	M	PC	Done
Memorial Plaque	Design and purchase	Unveiling ceremony took place on 24 September 2021	M		completed
Allotments	Mend fences.	Quote accepted from Kings of Essex.	M	SK	completed
Village Green – Wooden Posts	Replace and renew posts	Quote agreed with Peter May and task now completed. More posts damaged.	M	NR	completed
Church Road Car Park	Resurfacing to allow more and safer parking at that end of the village	Written permission from H Turtill on behalf of the LoM received.	M	NR/ML	completed
Village Green Maintenance	Maintain the six ponds on the Heath	Contract given to J Kenney.	M	HHPC	completed
Speeding	Establish a Speeding sub-committee to include villagers.	SS to write an article for village magazine and encourage attendance at next Forum	H	SS	completed
The Close	A number of issues and a lack of response from landlord	Review of all issues	M	ML + CO	Completed
Memorial benches for RBL	Suggestion of a memorial bench for two past RBL members.	A location and acceptance agreed at HHPC meeting	M	Clerk	Completed
Stansted Airport	Noise and impact on village an ongoing concern	Appeal process still in train	M	MB	Appeal ended
Abandoned Kangoo Van	Van abandoned in village car park	Investigate how to get the vehicle removed.	M	ML	Done

	for three months. Not taxed.				Mar 22
Unsafe gate – VH to Surgery	Complaints that the gate is causing injury to users	Resolved by removal of gate	M	PB	Done May 22
Pothole in drive to surgery	Complaints about a pothole	Now Done. Close item	M	ML	Completed
Jubilee celebrations	Arrangements	Done. Remove item.	M	NR/M B	Completed
Pedestrian Crossing	Increased risk to children crossing main road	Highways have refused this. Close this item.	M	NR	Completed
Dog Bins	Insufficient/non-collected dog bins	Need and locations established. Quotation obtained. Awaiting confirmation that UDC will empty them once installed.	M	Clerk	Completed
Litter Bins	Need large bins at Coop, Fish and Chip Shop and Cricket Club	Order and install new bins	M	Clerk	Status?
Wildlife Area	Need a plan. Present system not working	Original surveyors have produced a report. We now need to understand how we implement their recommendations and with whom.	M	Clerk	Status?