

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 03 April 2024** to transact the business set out in the agenda below.

Parish Clerk
27 March 2024

AGENDA

Welcome by the Chairman

23/227	APOLOGIES FOR ABSENCE To receive any apologies for absence
23/228	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
23/229	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
23/230 	MINUTES OF MEETING To consider approval of the minutes of the Meeting of the Parish Council held on 06 March 2024 (M11) To discuss any matters arising from the minutes not included elsewhere on the agenda.
23/231 	PLANNING COMMITTEE To note the draft minutes of the Planning Committee held on 25 March 2024 (P16). To report on the meeting of UDC Planning Committee held on 03 April at which three applications in Hatfield Heath were on the agenda.
22/232 	FINANCE COMMITTEE To note the draft minutes of the Finance Committee held on 06 March 2024 (F03).

23/233	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker • Dist Cllr Mark Lemon
23/234  	FINANCIAL REPORT 1. Approval of Expenditure. To note items of expenditure in March 2024 as approved by the Finance committee 2. Management Accounts To note management accounts for the twelve months to March 2024
23/235	GRASS CUTTING To receive a confirmation of the start of the new grass cutting contracts.
23/236 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
23/237	KEY TASK MONITOR The Key Task Monitor has been revised and simplified to create a better working document. • Report from Forum held on 16 March 2024.
23/238	HIGHWAYS MATTERS To consider any matters relating to Highways • To report on awaiting the promised written response to issues raised with Cllr Tom Cunningham, Highways Portfolio Holder Essex CC,
23/239	HIGHWAYS AND SPEEDING COMMITTEE To receive a report from the Highways and Speeding Advisory Committee.
23/240	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • ANPR analysis project
23/241	PLAYGROUND To receive a report from the Playground Committee. • Proposed actions for maintenance and repair following visit by a prospective contractor.
23/242	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited
23/243	ALLOTMENTS To consider any matters relating to Allotments
23/244 	STANSTED AIRPORT WATCH To receive a report on current activities of Stansted Airport Watch. To consider a response to the DfT consultation on "Night Flight Restrictions at Heathrow, Gatwick and Stansted Airports from October 2025"

23/245	NEIGHBOURHOOD WATCH To receive a report on current activities of Neighbourhood watch
23/246	WILDLIFE AREA Having agreed a Wildlife Area action plan. To seek quotes for implementing the recommended tranches of work.
23/247	D-DAY COMMEMORATION To consider events to be initiated to commemorate the 80 th anniversary of the D-Day landings in Normandy.
23/248	NEIGHBOURHOOD PLAN To receive a report on the latest meeting of the Steering Committee held on 28 March 2024.
23/249	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members • Report from the Festival Committee
23/250	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
23/251	DATE OF NEXT MEETINGS The Annual Parish Meeting will be at 11am on Saturday 11 May 2024. So, the Annual Meeting of the Parish Council will now be on Wednesday 15 May 2024

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 06 March 2024

Present:

Cllr H Allen (HA)

Cllr M Lemin (ML)

Cllr P Brown (PB)

3 members of the public

Cllr N Champion (NC) Chair

Cllr S King (SK)

Cllr M Bissell (MB)

Cllr N Robley (NR)

Cllr S Saban (SS)

In attendance: R Bowran – Parish Clerk

Welcome by the Chair.

23/205	APOLOGIES FOR ABSENCE Received from Cllr Overton - unwell
23/206	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
23/207	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 highlighted verge damage on the verges and double yellow lines between the War Memorial and the Cricket Club. He volunteered to fill the worst area. This is caused by parking of commercial vehicles along that stretch. <i>Clerk to contact North Essex Parking Partnership to visit and ticket offending vehicles.</i> A member of the public revisited the antisocial parking issues in West Hayes. PCSO has conformed that parking on a dropped kerb is illegal. <i>Clerk to contact the Police and North Essex Parking Partnership to visit and ticket offending vehicles.</i>
23/208	MINUTES OF MEETING Resolved: To approve the minutes of the Meeting of the Parish Council held on 07 February 2024 (M10)
23/209	PLANNING COMMITTEE To note the draft minutes of the Planning Committee held on 25 February 2024 (P15). APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION Application to vary section 106 agreement dated 21st June 2022 between Uttlesford District Council (1) and A J Wadhams and Co Ltd (2) pursuant to UTT/19/3173/FUL to add the two extra dwellings to secure the enabling works to the Listed Buildings Lea Hall Dunmow Road Hatfield Heath CM22 7BL Ref. No: UTT/24/0376/DOV HHPC Comment: Objection. This is an enabling application which is an alternative approach to that made in the previous application UTT/23/1966/FUL.

Removal of existing pitched roof. Erection of first floor with new pitched roof with 4no. rear dormers. Single storey rear extension, two storey front extension. Insertion of new door to left and right flank elevations, alterations to existing fenestration, erection of new entrance porch and alterations to existing dormers to front and rear elevations above the garage.

The Willows Stortford Road Hatfield Heath Essex CM22 7DL

Ref. No: UTT/24/0330/HHF | HHPC Comment: Objection. The proposal is not in keeping with the street scene in particular the roof heights which are overbearing.

DECISIONS MADE BY THE LPA

Non material amendment to UTT/22/2610/FUL - Addition of a chimney to the new dwelling

Springhead Stortford Road Hatfield Heath Essex CM22 7DL

Ref. No: UTT/24/0133/NMA | Status: Approved

Detached outbuilding for home gym & hobby room, following approval UTT/21/3178/LB

Oak Tree Barn Sheering Road Hatfield Heath Essex CM22 7LL

Ref. No: UTT/24/0002/LB | Status: Withdrawn

Detached outbuilding for home gym & hobby room, further to approval UTT/21/3177/HHF

Oak Tree Barn Sheering Road Hatfield Heath Essex CM22 7LL

Ref. No: UTT/24/0001/HHF | Status: Withdrawn

Erection of new two storey side extension and replacement door with new entrance portico to existing property

Laurels The Heath Hatfield Heath Essex CM22 7AB

Ref. No: UTT/23/3118/HHF | Status: Approved

Demolition of garage and erection of replacement garage. Erection of 2 no. detached dwellings, together with associated parking, residential curtilages, landscaping and creation of new vehicular access.

Serena Chelmsford Road Hatfield Heath Essex CM22 7BD

Ref. No: UTT/23/3040/FUL | Status: Refused

Application to discharge condition 3 (GCN Method Statement), condition 4 (CMP), condition 5 (Contamination), condition 6 (Biodiversity Enhancement Layout), condition 7 (Boundary Treatment) and condition 8 (External Finishes) of UTT/22/0893/FUL

Claremont Nursery Sheering Road Hatfield Heath CM22 7LJ

Ref. No: UTT/23/2089/DOC | Status: Discharge Conditions in Full

Proposed garage conversion to residential annexe

Mill House the Heath Hatfield Heath Essex CM22 7AB

Ref. No: UTT/23/1274/HHF | Status: Refused

ENFORCEMENT ISSUES

Responses received on alleged breaches at

- 25 Ardley Crescent; UTT/21/0980/HHF. No progress to date.
- Land to rear of High Pastures; UTT/21/0420/CLE. Further evidence is required in order to reopen the case.
Reported issue at
- Home Pastures/Mill Lane; Essex Highways Ref: 2900479 Status: An inspector will carry out an initial assessment to determine the next appropriate action, which may include a site visit. This could take up to 56 days.

	MAJOR APPLICATIONS <u>Consultation on S62A/2024/0032 - The demolition of 12 no. existing structures, the conversion and restoration of 8 no. existing buildings to form 8 no. holiday cottages and 1 no. dwelling, the construction of 3 no. single storey dwellings. The creation of a pedestrian and cycle link path</u> Land To the West of Mill Lane Hatfield Heath Ref. No: UTT/24/0103/PINS Received: Wed 17 Jan 2024 Validated: Tue 20 Feb 2024 Status: Awaiting decision There is no further news on the Mill Lane application Camp Poultry Farm Mill Lane (Greenways) UTT/23/1688/FUL .
23/210	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker (<i>in absentia</i>) ○ No written response yet received from Cllr Cunningham from the meeting of 23 February. • Dist Cllr Mark Lemon ○ Bin collections are nearly back to normal ○ There is no concise reason for UDC losing their operator's licence. An FoI request has been lodged for discovery. ○ UDC are selling assets to balance theory budget ○ UDC declared a 2.99% increase in council tax ○ UDC declared a 7% increase in council property rents
23/211	FINANCIAL REPORT 1. Approval of Expenditure. Noted: Items of expenditure in February 2024 as approved by the Finance committee 2. Management Accounts Noted: Management accounts for the eleven months to February 2024 3. Interim Audit Noted: That the Finance committee have received the Interim Internal Audit and noted their recommendations
23/212	TENDER FOR GRASS CUTTING To receive a report on the tender process for the award of grass cutting contracts for 2024-26 To receive the recommendations of the Finance Committee held on 06 March and to award contracts. Which are: • Main grass cutting contract be awarded to PW May • Footpaths and minor works to Oakridge Nurseries • Pond works to be respecified and retendered Caveat on all works to include a 3-month quality check and prior notice of all visits. Resolved: To accept the recommendations of the Finance Committee [<i>prop Cllr Saban; secd Cllr Robley; all in favour</i>]
23/213	CLERK'S REPORT & CORRESPONDENCE Received and noted: The Clerk's report and correspondence received.
23/214	KEY TASK MONITOR The Key Task Monitor has been revised and simplified to create a better working document. • Report from Forum held on 17 February 2024. Main points: ○ Situation at Home Pastures of unauthorised works

	○ Wildlife Area. NR and HA to meet on 13 March. ○ Issues with HGVs making turns in the village ○ Pallets covering missing manhole covers on Sawbridgeworth Road ○ Pond Lane signage needs tidying up ○ Planning issues about a porch at Holy Trinity church
23/215	HIGHWAYS MATTERS To consider any matters relating to Highways • To report on “Teams” meeting with Cllr Tom Cunningham, Highways Portfolio Holder Essex CC, on 13 February, awaiting the promised written response to issues raised. But overall a positive verbal response, Subjects discussed: ○ Pedestrian crossing by school or a lollypop person ○ Irrational speed limits ○ Non-functional Wig-Wags at school ○ Installation of a mini roundabout ○ Pond Lane crossing ○ Footpath on Sheering Rad ○ Replacement of signs outside White Horse Require notes of the meeting now and a follow up in even weeks. • SIDs will be installed by SK next week.
23/216	HIGHWAYS AND SPEEDING COMMITTEE To consider appointments to the Highways and Speeding Advisory Committee. Confirmed as MB, NC, ML, HA, SK & SS
23/217	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • ANPR analysis project, Clerk to confirm terms of reference.
23/218	PLAYGROUND To receive a report from the Playground Committee. • SS and HA met with a potential contractor on 06 March and specified requirements for maintenance and a possible replacement scheme. • Possibility of funding from London Marathon scheme
23/219	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited. ML to ask that it be forwarded to the Clerk. • Extension of Holy Trinity car park has been approved by LoM, quotes can be obtained but council has no funds to enable this. • Defibrillator registration needed. Clerk to contact Village Hall (Mike Allen) Coop, and doctors’ surgery (Peter Elmdon)
23/220	ALLOTMENTS To consider any matters relating to Allotments • Discussion of respective responsibilities of Allotment Association and Parish Council. Clerk will research and advise members of history.
23/221	STANSTED AIRPORT WATCH To receive a report on current activities of Stansted Airport Watch.

	• AGM on 07 March. HA cannot attend but will report back.
23/222	WILDLIFE AREA Having agreed a Wildlife Area action plan. seek quotes for implementing the recommended tranches of work. NR and HA to action.
23/224	D-DAY COMMEMORATION To consider events to be initiated to commemorate the 80 th anniversary of the D-Day landings in Normandy. • Beacon lighting at 21:15 on 06 June has been registered with the Pageantmaster. • SS getting an action plan together.
23/225	NEIGHBOURHOOD PLAN To receive a report on the latest meeting of the Steering Committee held on 29 February 2024. • Questionnaires now being printed • Now seeking quotes from a planning consultant to put the plan together.
23/226	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members • The Festival Committee had not met since the last meeting. • HA and ML will attend a Patients Participation meeting when it has been convened.
23/227	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Neighbourhood Watch
23/228	DATE OF NEXT MEETINGS The next meeting of the Council will be on Wednesday 03 April 2024

Meeting ended at 21:05

HATFIELD HEATH PARISH COUNCIL

Minutes of the Planning Committee Meeting held at 15:00 on Monday 25 March 2024 in the URC Hall

Present:

Cllr N Champion (NC)

Cllr N Robley (NR)

Cllr S Saban (SS)

2 members of the public

In attendance:

R Bowran – Parish Clerk

P23/137	APOLOGIES FOR ABSENCE Received from Cllr Bissell
P23/138	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members
P23/139	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Planning Committee. Agreed to allow members of the public to contribute to later items as appropriate.
P23/140	MINUTES Resolved: To approve the minutes of the Planning Committee meeting held on 26 February 2024 (P15) Noted: The reply received from Mr David Milne concerning the Hastoe Development on land north of Cox Ley. This confirmed the appointment by Hastoe of a new project manager and confidence that after the tender process build will commence by the end of 2024 and take 12 to 18 months to complete.
P23/141	PLANNING MATTERS APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION <u>Change of Use of agricultural land to builders' yard with stationing of storage containers, outdoor building materials storage and stationing of plant and machinery</u> Stonebridge Farm Chelmsford Rd Hatfield Heath CM22 7BD Ref. No: UTT/24/0616/CLE HHPC Comment: No planning objection although noted the site is with the MGB. <u>Installation of 2 no. new condenser units in the rear yard area (amended scheme to that approved under planning permission UTT/23/1423/FUL)</u> Co-operative Supermarket Hatfield Heath CM22 7EB Ref. No: UTT/24/0600/FUL HHPC Comment: No Objection. DECISIONS FROM THE LPA <u>Removal of existing pitched roof. Erection of first floor with new pitched roof with 4no. rear dormers. Single storey rear extension, two storey front extension. Insertion of new door to left and right flank elevations, alterations to existing fenestration, erection of new entrance porch and alterations to existing dormers to front and rear elevations above the garage.</u>

	The Willows Stortford Road Hatfield Heath Essex CM22 7DL Ref. No: UTT/24/0330/HHF Status: Approved • <u>New cart lodge, single storey rear and side extension, replacement porch</u> Willowways Dunmow Road Hatfield Heath Essex CM22 7EE Ref. No: UTT/23/3207/HHF Status: Approved • <u>Proposed change of use of agricultural land to a dog walking field</u> Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP Ref. No: UTT/23/3063/FUL Status: Refused • <u>S73 application to vary condition 2 (approved plans) of UTT/22/0893/FUL (Proposed demolition of 4 No. existing out-buildings and removal of hard-standing areas and erection of 1 no. detached dwelling and detached single garage with carport previously approved under UTT/18/1948/FUL) to reposition approved dwelling and garage and general revisions of floor layouts and elevation composition, enlargement of garage out building, omission of excavations and addition of basement.</u> Claremont Nursery Sheering Road Hatfield Heath CM22 7LJ Ref. No: UTT/23/2091/FUL Status: Approved ENFORCEMENT ISSUES No response received on alleged breaches at • 25 Ardley Crescent; UTT/21/0980/HHF • Land to rear of High Pastures; UTT/21/0420/CLE. NR to provide further photographic evidence to emphasise the alleged breach. Reported issues at • Home Pastures/Mill Lane; Essex Highways Ref: 2900479 Status: An inspector has carried out an assessment, and ruled there is no breach. • Land To the East of Mill Lane Mill Lane Ref INV/24/0057/C: Creating a hardstanding and gated access without authorisation. Status: Awaiting inspection.
P23/142	APPLICATIONS BEING CONSIDERED BY THE LPA ON 03 APRIL 2024. • <u>Consultation on S62A/2024/0032 - The demolition of 12 no. existing structures, the conversion and restoration of 8 no. existing buildings to form 8 no. holiday cottages and 1 no. dwelling, the construction of 3 no. single storey dwellings. The creation of a pedestrian and cycle link path</u> Land To the West of Mill Lane Hatfield Heath Ref. No: UTT/24/0103/PINS Received: Wed 17 Jan 2024 Validated: Tue 20 Feb 2024 Status: Awaiting decision. HHPC have made their comments to the Inspector and will not be making further comments on 03 April. • <u>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.</u> Camp Poultry Farm Mill Lane Hatfield Heath Bishops Stortford CM22 7AA Ref No: UTT/23/1688/FUL Status: Awaiting decision. HHPC have previously made their comments to the LPA and will do again on 03 April. • <u>Erection of 1 no. detached dwelling</u> Ref: UTT/23/2939/FUL Land Rear of High Pastures Stortford Road Hatfield Heath Essex CM22 7DL Status: Awaiting decision. HHPC have previously made their comments to the LPA and will do again on 03 April.

P23/143	NEIGHBOURHOOD PLAN To review progress on the Neighbourhood Plan. Next meeting is scheduled for 28 March 2024.
P23/144	THREE PARISHES LOCAL PLANNING GROUP / TPLPG There have been no further meetings of the Group. Proposed that there should be a meeting to review current status. Date for mod April to be agreed.
P23/145	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
P23/146	DATE OF NEXT MEETING The next scheduled meeting is on Monday 21 April 2024.

Meeting ended 16:10

HATFIELD HEATH PARISH COUNCIL

Minutes of the Finance Committee of the Parish Council held at URC Hall, Hatfield Heath at 18:30 on Wednesday 06 March 2024

Present:

Cllr N Robley (NR) Chair
Cllr N Champion (NC)
One member of the public

Cllr M Lemon (ML)
Cllr S Saban (SS)
In attendance:

Cllr H Allen (HA)
R Bowran – Parish Clerk

F 23/15	APOLOGIES FOR ABSENCE Cllr Bissell was absent
F 23/16	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members
P 23/17	PUBLIC PARTICIPATION There were no questions from members of the public on matters within the remit of the Finance Committee.
P 23/18	MINUTES OF MEETING Resolved: To approve the minutes of the Finance Committee meeting held on 23 October 2023 (F02)
P 23/19	INTERNAL AUDIT To receive and discuss the Interim Internal Audit for 2023/24. Recommendation that Clerk should obtain Level 2 Risk Assessment qualification was approved and authorisation given to book a course with EALC. Discussion on level of General Reserve conformed that the budget level was satisfactory and conformed with guidelines.
P 23/20	CONSIDERATION OF TENDERS To consider Tenders for grass cutting and ancillary works for the two years commencing 01 April 2024. Clerk's report received. • Consensus view that one contractor should be given major works. Caveat that prior notice of cuts must be given, ability to terminate contract if performance not satisfactory. • Flexibility of another contractor to carry out smaller works. • Tenders for pond maintenance need to be respecified and retendered. Recommended: 1. That tender for Elements 1,2,3,and 4, the main grass areas, playground and allotment be accepted from PW May. 2. That tender for Elements 6 and 7, footpaths and miscellaneous works be given to Oakridge Nurseries.
P 23/21	DATE OF NEXT MEETING The next meeting will be scheduled when it is required.

Meeting ended at 19:05

Invoices for Authorisation to 31 March 2024

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
22/01/2024	Starboard systems	Scribe accounts	on-line	414.72	69.12	345.6	167	
01/03/2024	Skilled Tech	Web site maintenance	on-line	66.53	11.09	55.44	168	was Heath Computers
01/03/2024	Rebecca Norton	N Plan design, editing & print prep	on-line	450.00	-	450.00	169	Re Charge to UDC
11/11/2023	Bonnies Oak	Christmas Tree 2023	on-line	1,020.00	170.00	850.00	170	
03/03/2024	Amazon	Ballot Box for Neighbourhood Plan #1	on-line	9.44	1.57	7.87	171	Re Charge to UDC
03/03/2024	Amazon	Ballot Box for Neighbourhood Plan #2	on-line	39.79	6.63	33.16	172	Re Charge to UDC
10/03/2024	Amazon	Printer Ink #1	on-line	72.61	12.10	60.51	173	
10/03/2024	Amazon	Printer Ink #2	on-line	92.72	15.45	77.27	174	
11/03/2024	Zoom	Annual subscription	on-line	155.88	25.98	129.90	175	? Do we need this next year
26/03/2024	R Bowran	Clerk's office, mileage, N Plan	on-line	254.59	-	254.59	176	
26/03/2024	R Bowran	March salary	on-line	869.40	-	869.40	177	
26/03/2024	J Sykes	March salary	on-line	207.33	-	207.33	178	
26/03/2024	S Caller	March salary	on-line	103.77	-	103.77	179	
26/03/2024	J Jackson	March salary	on-line	103.77	-	103.77	180	
26/03/2024	S Taylor	March salary	on-line	129.57	-	129.57	181	
26/03/2024	HMRC	March Tax & NI	on-line	366.17	-	366.17	182	
31/03/2024	Unity Truist Bank	Quarterly charges	on-line	18.00	-	18.00	183	
Total				4,374.30	311.95	4,062.35		

Cash receipts

Date	From	Description	Amount	vchr
11/03/2024	Essex CC	Grant via Cllr Barker	£500.00	R10

Total **£500.00**

Balance at Bank (after these transactions) **£26,723.73**

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

27 March 2024 (2023-2024)

Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9 Bank charges				72.00	72.00		(0%)
10 Car Mileage				500.00	846.00	-346.00	-346.00 (-69%)
11 Members expenses				100.00	37.25	62.75	62.75 (62%)
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	183.00	-68.00	-68.00 (-59%)
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	428.43	-228.43	-228.43 (-114%)
28 Training				450.00		450.00	450.00 (100%)
29 Office Provision				1,000.00	432.00	568.00	568.00 (56%)
48 Other Subscriptions				150.00	170.50	-20.50	-20.50 (-13%)
55 Hall Hire				600.00	745.50	-145.50	-145.50 (-24%)
62 Misc Expenses					80.00	-80.00	-80.00 (N/A)
65 Admin/Finance Support					345.60	-345.60	-345.60 (N/A)
95 Extra Planning Mtgs					357.25	-357.25	-357.25 (N/A)
96 Extra Consult Mtgs					80.00	-80.00	-80.00 (N/A)
SUB TOTAL				8,527.00	9,507.65	-980.65	-980.65 (-11%)

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	75.00	675.00	675.00 (90%)
40 Grants		500.00	500.00	2,500.00	2,650.00	-150.00	350.00 (14%)
41 Wildlife Area							(N/A)
42 Green Waste Skips				2,500.00	2,940.00	-440.00	-440.00 (-17%)
44 Wildlife Project							(N/A)
45 War Memorial							(N/A)
84 Defibrillator				150.00		150.00	150.00 (100%)
SUB TOTAL		500.00	500.00	5,900.00	5,665.00	235.00	735.00 (12%)

Hatfield Heath Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

27 March 2024 (2023-2024)

Audit		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Internal Audit				200.00	83.00	117.00	117.00 (58%)
5	External Audit				299.00	315.00	-16.00	-16.00 (-5%)
SUB TOTAL					499.00	398.00	101.00	101.00 (20%)

Car Parks		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	Village car park incl CCTV				5,500.00	3,403.00	2,097.00	2,097.00 (38%)
22	Church car park							(N/A)
SUB TOTAL					5,500.00	3,403.00	2,097.00	2,097.00 (38%)

Events		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Community Events				250.00	2,198.33	-1,948.33	-1,948.33 (-779%)
30	Annual Parish Meeting				49.00		49.00	49.00 (100%)
33	Christmas Tree				250.00	850.00	-600.00	-600.00 (-240%)
35	Fairs	1,500.00	700.00	-800.00				-800.00 (-53%)
90	Coronation		700.00	700.00		1,023.50	-1,023.50	-323.50 (N/A)
SUB TOTAL		1,500.00	1,400.00	-100.00	549.00	4,071.83	-3,522.83	-3,622.83 (-176%)

Highways		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19	Repairs and Maintenance							(N/A)
20	Vehicle Activated Sign					4,128.98	-4,128.98	-4,128.98 (N/A)
50	Consultancy							(N/A)
SUB TOTAL						4,128.98	-4,128.98	-4,128.98 (N/A)

Information Technology		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2	Web-site				250.00	773.52	-523.52	-523.52 (-209%)
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	129.90	20.10	20.10 (13%)
91	PC protection					294.96	-294.96	-294.96 (N/A)
93	IT Support					232.99	-232.99	-232.99 (N/A)

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

27 March 2024 (2023-2024)

SUB TOTAL				650.00	1,576.28	-926.28	-926.28 (-142%)
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Litter Picking		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Litter Picking PPE				249.00	30.13	218.87	218.87 (87%)
SUB TOTAL					249.00	30.13	218.87	218.87 (87%)

Neighbourhood Plan		Receipts			Payments			Net Position
Code	Title	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		1,059.85	1,059.85	2,000.00	1,022.24	977.76	2,037.61 (101%)
81	Printing				1,000.00	450.00	550.00	550.00 (55%)
82	UDC Support	6,000.00	768.00	-5,232.00				-5,232.00 (-87%)
89	NP Secretariat				500.00	918.49	-418.49	-418.49 (-83%)
SUB TOTAL		6,000.00	1,827.85	-4,172.15	6,500.00	2,390.73	4,109.27	-62.88 (-0%)

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

Other Income		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	V.A.T. Income		3,228.08	3,228.08				3,228.08 (N/A)

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

27 March 2024 (2023-2024)

SUB TOTAL	3,228.08	3,228.08	3,228.08 (N/A)
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Playgrounds

Code Title	Receipts			Payments			Net Position
	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	96.00	404.00	404.00 (80%)
SUB TOTAL				1,500.00	96.00	1,404.00	1,404.00 (93%)

Policing

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

Precept

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3 Precept	42,145.00	42,145.00					(0%)
SUB TOTAL	42,145.00	42,145.00					(0%)

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Code Title	Receipts			Payments			Net Position
	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

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Current Staff				9,918.00	10,474.48	-556.48	-556.48 (-5%)
51 HMRC				3,014.00	4,413.58	-1,399.58	-1,399.58 (-46%)
52 Litter Pickers				6,683.00	6,624.42	58.58	58.58 (0%)
SUB TOTAL				19,615.00	21,512.48	-1,897.48	-1,897.48 (-9%)

TPLPG

Code Title	Receipts			Payments			Net Position
	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

27 March 2024 (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	5,052.39	1,447.61	1,447.61 (22%)
15 Repairs & Maintenance				500.00	1,565.00	-1,065.00	-1,065.00 (-213%)
36 ECC Rural Verges	2,265.00		-2,265.00				-2,265.00 (-100%)
43 Rural Verges		2,448.38	2,448.38	2,430.00	2,376.10	53.90	2,502.28 (102%)
67 Heath Posting				500.00		500.00	500.00 (100%)
75 conservation area							(N/A)
85 Pond Maintenance					625.00	-625.00	-625.00 (N/A)
92 tree work					300.00	-300.00	-300.00 (N/A)
94 Footpaths					225.00	-225.00	-225.00 (N/A)
97 Litter Bins					128.18	-128.18	-128.18 (N/A)
SUB TOTAL	2,265.00	2,448.38	183.38	9,930.00	10,271.67	-341.67	-158.29 (-1%)

Summary

NET TOTAL	52,466.00	51,989.31	-476.69	62,743.00	63,101.75	-358.75	-835.44 (-0%)
V.A.T.					4,775.42		
GROSS TOTAL		51,989.31			67,877.17		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report

Date: 28 February 2024

Summary of main items of activity:

- Prepared agendas and minutes for meetings (council, finance and planning)
- Carried out normal monthly administration tasks
- Secretariat for Neighbourhood Plan

Current Actions

- Submitted planning enforcement requests for a further location
- Liaised with RCCE Neighbourhood Plan housing needs
- Followed up actions from planning committee re: Hastoe Housing
- Advised grass contract tenderers of the outcome
- Attended meeting with playground contractor 06 March 2024

Future Actions

- Prepare council submission to Planning Inspectorate re: Camp Farm
- Seek Level 2 qualification in Risk Assessment, recommendation of IA.
- Seel quotes for council insurance 2024-25
- Review Litter Picking contracts (with NR)

Calendar Change

- The Annual Parish Meeting will now be at 11am on Saturday 11 May in the Institute.
- The Annual Meeting of the Parish Council will now be on Wednesday 15 May 2024



WHO WANTS MORE NIGHT FLIGHTS?

At the end of February, The Department for Transport (DfT), on behalf of the Government, published its long-awaited consultation on the *"Night Flight Restrictions at Heathrow, Gatwick and Stansted Airports from October 2025"*.

This consultation will influence the Government's decision on the number and type of night flights to be permitted at Stansted after the present restrictions end in October next year. It is an important opportunity for local residents, as well as local councils, to make their views known to the DfT.

As a result of Freedom of Information requests submitted by Stansted Airport Watch (SAW) it is clear that Manchester Airports Group (MAG) has been lobbying the DfT to "de-designate" Stansted, i.e. so that Government restrictions on night flights would only apply to Heathrow and Gatwick but not Stansted. Alternatively, as a minimum, MAG wants the DfT to remove the current limit on the number of night flights at Stansted (13,700 per annum).

This lobbying activity by MAG is in clear breach of its agreement with Uttlesford District Council **"not to seek any relaxation of the night flight restrictions currently in force"**. It shows a complete disregard for an agreement lawfully entered into, as well as a disregard for the adverse impact of night flights upon the health and wellbeing of local residents.

Aircraft are intrinsically noisy machines and particularly so where there are low ambient background noise levels at night, as is the case of the largely rural area around Stansted Airport. An aircraft engine on take-off at 50 metres emits 140 decibels of noise which is at the threshold of pain.

Further background

The current position at Stansted is that there is a limit on the number of night flights, which is easy to understand and monitor, and also a quota count (QC) limit, which is far more difficult to monitor and not easily understood.

The QC system allocates points to each aircraft type, ranging from 2 QC points for the noisiest aircraft using Stansted at night, such as the Fedex MD11, to 0.25 points or even 0.125 points for less noisy aircraft such as those used by Ryanair and easyJet. For example, a weekly noise quota limit of (say) 150 QC points would allow 75 night flights by the noisiest aircraft or up to 1,200 night flights by less noisy aircraft. As a simple rule of thumb more aircraft means more noise disturbance.

It's simple arithmetic. As the very noisiest aircraft are phased out over the years, each one could be progressively replaced by more than ten times as many night flights. That explains why MAG wants (at the very least) the numerical limit removed and why local councils, as well as local residents, should oppose this.

Responding to the consultation

The consultation proposes extending the current restrictions – i.e. maintaining the status quo – at Heathrow and Gatwick until (at least) October 2028. However, for Stansted, the DfT is seeking views on three different options:

Option 1 – Removal of all Government night controls in October 2026, thereafter relying solely on local planning conditions.

Option 2 – Same as Option 1, but removing Government night controls in October 2025, whilst maintaining a QC limit, but not a numerical limit.

Option 3 – Government night controls to remain (i.e. as per Heathrow and Gatwick).

Options 1 and 2 reflect lobbying activity by MAG. Both these options would mean fewer restrictions and, inevitably, more Stansted night flights. Option 3 is clearly preferable and it is important that local residents make their views known to the DfT.

The link to the DfT consultation document is [Night flight restrictions: Heathrow, Gatwick and Stansted airports from October 2025 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/night-flight-restrictions-heathrow-gatwick-and-stansted-airports-from-october-2025). You can respond online but an email response allows more flexibility to make your own points, rather than just responding to the pre-set questions. The email address is night.flights@dft.gov.uk.

Other points you could make

- Phase out night flights altogether – Stansted is currently allowed 13,700 night flights a year between the hours of 11.30pm and 6.00am. By comparison, Heathrow, which is three times bigger than Stansted, is allowed just 5,800 night flights a year. Night flights are particularly intrusive in a largely rural area, with low background night noise levels. The aim should be to phase out all Stansted night flights, except emergencies, by 2030.
- 'Night' should mean 'night' – The limit on the number of night flights should apply for the full 8-hour night period from 11.00pm to 7.00am, as defined by the World Health Organisation, and not just for the 6½ hours (11.30pm to 6.00am) – when the limit on the number of night flights currently applies.
- Dispense with Dispensations – Airport management can grant 'dispensations' where flights are delayed by weather or Air Traffic Control problems. Dispensations do not count against the night flights limit. Stansted granted 1,200 dispensations last summer whereas Heathrow granted only 462. The DfT should remove the right of airports to grant dispensations, i.e. marking their own homework. For more information, see <https://stanstedairportwatch.com/press-releases/night-flights-smoke-and-mirrors/>
- Ban Reverse Thrust – The use of reverse thrust at night should be banned except in the case of an emergency. The Stansted runway is one of the longest in the UK and so the additional braking effect provided by using reverse thrust upon landing is quite unnecessary, other than in exceptional circumstances.
- Health Impacts – The Government recognises that aircraft noise at night has negative impacts upon local communities around airports and can impact on physical and mental well-being. These negative impacts are far greater than any economic benefits.

Night flights are the biggest single cause of noise complaints by local residents. This consultation is an opportunity to make your voice heard. **The closing date is 22 May 2024.**