

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at URC Hall, Hatfield Heath at 19:30 on Wednesday 02 April 2025

Present:

Cllr N Champion (NC) <i>v-chair</i>	Cllr H Allen (HA)	Cllr C Overton (CO)
Cllr M Lemon (ML)	Cllr S Saban (SS)	Cllr P Brown (PB)
4 members of the public	In attendance:	R Bowran – Parish Clerk

Welcome by the Vice-Chair.

24/239	APOLOGIES FOR ABSENCE Received from Cllr Robley – unwell, Cllr King – work and Cllr Bissell - holiday
24/240	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Interest by Members.
24/241	PUBLIC PARTICIPATION Questions from members of the public on other matters within the remit of the Parish Council. A member of the public asked about (lack of) care for the Wildlife Area. Was this a change of council policy or an error? <i>Clerk responded that work carried out in 2024 followed the recommendations of the 2023 EECOS report. Since this conflicted with the 2009 report, it was suggested that the council could expend the Wildlife Working Party to include additional views.</i> A member of the public asked why the parish precept had increased substantially for 2025/26. <i>Clerk responded that the precept had remained at the same level for several years, Reserves had consequently been depleted and an increase was needed to meet current commitments and future projects. A full report will be given at the Annual Parish Meeting.</i> A member of the public asked about work beginning at the Camp Farm and Pelham Structures sites. <i>Clerk responded that not all the Camp Farm planning conditions had been met. Apparent commercial activity at Pelham Structures had been reported to UDC Enforcement.</i> A member of the public commented on the Neighbourhood Plan which is coming together. See item 24/258. A member of the public asked about a replacement litter bin for the site near the Cricket Pavillion. <i>Clerk said new bin and two new dog bins have been ordered.</i> A member of the public commented that the verge near the cricket pitch are being overrun by cars. Posting is deteriorated. <i>Clerk said monies were in the new budget for repair work Suggested that Parking Partnership should be asked to attend more frequently to inhibit parking on double yellow lines.</i> A member of the public asked about action to repair the broken bridge near Pond Lane and presented a sketch plan of a possible solution. <i>Clerk said a parishioner had offered to replace it and this appears as agenda item 24/252 of this meeting for approval.</i>

	A member of the public handed over Allotment Society rent moneys for 2025/26 to the Clerk. See item 24/230. <i>Clerk to respond with a formal receipt.</i>
24/242	MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 05 March 2025 (M11) There were no matters arising from the minutes not included elsewhere on the agenda.
24/243	PLANNING COMMITTEE Noted: The draft minutes of the Planning Committee held on 20 March 2025 (P07). Key points: APPLICATIONS RECEIVED FOR CONSIDERATION First floor front and rear extension, garage conversion, new front porch and loft conversion with roof windows 10 Cox Ley Hatfield Heath CM22 7ER Ref. No: UTT/25/0586/HHF HHPC Comment: Objection, appears to obstruct light to adjacent property. Front extension to create entrance porch/ study and cart lodge replacing existing garage. Tangletrees Chelmsford Road Hatfield Heath Essex CM22 7BD Ref. No: UTT/25/0577/HHF HHPC Comment: No Objection Licence application from Stranded Delivery Ltd for a 24 hours alcohol licence and to extend operations at Unit 12 Heath View Pond Lane from 20:00 to 04:30. HHPC Comment: Objection. Overnight operation of a business, implying traffic movements, in this quiet area is not acceptable. DECISIONS MADE BY THE LPA FOR NOTING Demolition of existing garage and kitchen extension. Proposed side/rear extensions, also allowing for first floor rooms above and changes to external materials and fenestration. The Briars Matching Road Hatfield Heath CM22 7AJ Ref. No: UTT/25/0150/HHF Status: Approved PLANNING APPEALS None notified ENFORCEMENT NOTICES Discharge of condition 12 attached to UTT/19/1244/OP. Alleged operations at Heritage Cottage in contravention of the lack of a Construction Management Plan. Referred to Enforcement Officer at UDC
24/244	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cllr Susan Barker reported. ○ Change of UDC housing contractor ○ Unitary Authority predicted to be Harlow, Epping and Uttlesford ○ Progress on Community First Responders – Item 24/246 • Cllr Mark Lemon reported ○ Locality Fund has been ended in 2025/26.
24/245	FINANCIAL REPORT Approval of Expenditure. Noted: Items of expenditure in March 2025 as approved by the Finance committee

	Management Accounts Noted: Management accounts for the twelve months to 31 March 2025 Internal Auditor Resolved: To appoint Karen Roddam ACMA, of AIMS Accountants as internal auditor for the year 2025/26. <i>[prop Cllr Lemon, secd Cllr Saban, all in favour]</i>
24/246	CLERK'S REPORT & CORRESPONDENCE Noted: Clerk's report and correspondence received. - To note date for Annual Parish Meeting is Wednesday 21 May which will include a Neighbourhood Plan report. Clerk asked for and was given a list of attendees to be invited to attend and give reports at the APM. Resolved: That Draft Minutes of council meetings should be sent to Members before being sent to the Village Magazine for publication. <i>[prop Cllr Allen; secd Cllr Overton; [for 2; against 1; abstain 3; motion carried]</i> - Proposal that the parish council should make a financial contribution to the Village Magazine for the publication of council minutes. Agreed: to bring the proposal to the next meeting having enquired the state of the magazine's finances from the treasurer.
24/247	KEY TASK MONITOR To receive a report from the Forum meeting held in March 2025. Key points: - Pallets covering drains on Sawbridgeworth Road. Clerk to report to Highways. - Repair to bus shelters to be put to Highways. If they do not respond consider parish council to do works. - State of layby by Ford Cottages. This work on posts etc. is budgeted for the next year. - Anti-Social behaviour in Broomfields reported again, ML to pass diary to Environmental Services and Police. - Spate of untaxed cars around village. To be reported tap UDC and Police.
24/248	HIGHWAYS MATTERS To consider any matters relating to Highways - Report of malfunctioning school Wig-Wags. - Meeting with Highways Re: Ealing Bridge is at 6pm on 30 April in Sheering Village Hall.
24/249	PARKING MANAGEMENT AND CAR PARKS To consider any other matters relating to the village car parks. The direction sign to the village car park has not gone missing as previously alleged. The "Police Aware" stickers on the sign appear to be a prank.
24/250	ALLOTMENT REPORT To receive and note a report on the Allotments. - PB announced the Peter Colgate has become the new chair of the Allotment Committee with effect from 01 April 2025. - Allotment rents received, see item in Public Participation.
24/251	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. Playground inspection routine is now being carried out by Cllr Champion and a weekly report is being recorded.

	• RoSPA inspection has been advised to take place in May, councillors will not attend, as a premium charge is proposed. • Grant has been sought from Hastoe housing for £250 towards fund and this had been successful. • Five quotations have been sought for the complete replacement of the playground. This will set a fund rising target.
24/252	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green • A further email has been sent to the Lord of the Manor concerning tree maintenance. This included reference to the October 2023 tree survey that had been carried out by BHA Trees. No response has been received. Parish Council to seek quotes for work and advise LoM before permission is sought to carry out work. • A member of the public has offered to replace the vandalised bridge between Trinity church and Pond Lane as a memorial to her late husband. Resolved: To approve proposed construction. <i>[prop Cllr Champion; secd Cllr Lemon; nem con]</i> • Additional quotes to be sought for the cleaning and repairs to the village War Memorial. Clerk to action. Held over to next meeting.
24/253	STANSTED AIRPORT There is no further information from MAG on the result of the consultation to parish participants.
24/254	DEFIBRILLATOR Clerk confirmed publicity made in village magazine and the correct contact procedure is to dial 999.
24/255	CHRISTMAS TREE 2025 Deferred to next meeting in the absence of MB
24/256	THE WILDLIFE AREA Noted difference of opinion in the village as to the on-going treatment of the area. See comments as to the way forward made in public participation.
24/257	V.E. DAY CELEBRATIONS Individual celebrations are to take place. Beacon will be lit at 9pm on Bank Holiday 05 May, to line up with national events. SS has free bunting to be erected on Village Hall.
24/258	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan and to receive a report of the meeting held on 27 March of the Steering Group in which progress was reported. Next meeting to be on 23 April.
24/259	NEIGHBOURHOOD WATCH To receive any updates from Neighbourhood Watch. • Nothing to report.

24/260	REPORTS FROM MEMBERS ON MEETINGS ATTENDED NC reported on a meeting with the litter pickers. Re-evaluation of all the routes. Village Ranger role was advised. Agreed to provide Hi-Viz jerkins and safety boots. This was agreed from existing budget.
24/261	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. - Heath Post Repairs - War Memorial Cleaning. - Christmas Tree for 2025. - Litter Bins
24/262	DATE OF NEXT MEETINGS - The next scheduled meeting of the Council will be the Annual Meeting of the Parish Council at 7.30 pm on Wednesday 07 May 2025. - The next meeting of the Planning Cttee will be at 3 pm on Thursday 24 April 2025. - The next meeting of the Parish Forum will be at 10 am on Saturday 12 April 2025 - The Annual Parish Meeting is at the URC Hall at 7pm on Wednesday 21 May 2025

Meeting ended at 21:15

DRAFT