



# HATFIELD HEATH PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting

### Held remotely via Zoom link

**7:30pm on Wednesday 13<sup>th</sup> May 2020**

**Present:** Cllr M Bissell (MB) (Chairman), Cllr N Robley (NR), Cllr P Brown (PB), Cllr C Overton (CO), Cllr M Lemon (ML), Cllr R Breavington (RB), Cllr Mrs S Saban (SS), Cllr K Fox (KF), Clerk Mrs Julie Davies (JD), Cllr Susan Barker (SB).  
No members of the public

**2617 Apologies for Absence**  
Apologies were received from Cllr T Copeman

**2618 Declaration of Interests**  
Councillor M Bissell declared a non-pecuniary interest as a Member of the Village Hall Committee. Cllr Lemon is a District Councillor and Cllr Breavington is Chairman of the Allotment Association. Send out Declaration of interest forms to all PC members. **JD**

**2619 Public Participation**  
No members of the public dialled into the meeting

**2620 Election of Chairman for the Parish Council 2020/2021**  
Mark Bissell was proposed, seconded and elected

**2621 Election of Vice Chairman of the Parish Council 2020/2021**  
Mark Lemon was proposed, seconded and elected

**2622 Chairman's Report for 2019/2020**  
The Chairman gave a brief report. There were lots of challenges this last year and a lot of successes as well, particularly regarding flooding and the festival, which sadly cannot take place in 2020. The Chairman thanked all the members for their contribution and also the members of the public who have supported our efforts so well. In particular he noted the fantastic efforts made by the members of our village to support those needing help in these trying times and the pride we all feel in the way the whole village has rallied round. He believes this just reinforces what a good village we all live in and how lucky we all are.

**2623 Election of Representatives on Outside Bodies and Subcommittee Structure and Membership 2020/2021**

The following was agreed upon  
EALC and UALC Rep.  
Village Hall  
Tree Warden. PB (to contact Bill McCarthy and establish what to do)  
Parish Paths  
Police Liaison/Neighbourhood Watch  
Bus Transport  
Stansted Airport  
Allotments  
Personnel  
Flooding  
Emergency Plan  
Wildlife/Village Green

ML  
MB  
PB  
PB  
SS  
CO  
MB  
PB/RB  
NR/MB/RB  
NR/CO/ML  
SS/KF/TC/JD  
NR/PB/KF/SS

**2624 Approval of the Accounts for the Financial Year 2019/2020 & Authorisation of Expenditure Items**

Unable to do this presently because of lack of an internal audit (COVID related issue). Agreed to take up Derek Farr's offer to do this for us and present at next meeting. **JD**

A list of expenditures was read out and agreed for approval by NR/ML. MB is on the bank's list of approvers finally but there is some confusion at the bank end which is being sorted out over the next week or so about the number of approvers required. **JD**

**2625 To Approve Minutes of the meeting of 2<sup>nd</sup> March 2020**

Agreed and (virtually) signed.

**2626 Reports to and from District and County Councillors**

SB described the situation at the County level, where people are doing their best to carry on using 'Teams' rather than Zoom. As many as possible are working from home. Although it does not affect us, country parks are scheduled to re-open on 18<sup>th</sup> May, but libraries will remain locked down for the foreseeable future. The cost to the council is enormous and revenues under pressure, but fortunately although prepared, it has not had to use emergency facilities for burials etc. and are supporting all those in need fully. It was mentioned that the Traveller 'invasion' on the Heath was the only known case in six weeks. There is a plan for a new secondary school in Dunmow and SB has a limited personal fund for good causes if we would like to make a case. ML described a similar situation at District level with most people working from home. A side effect has actually been that people seem easier to contact!. He publicly thanked all councillors and council workers for keeping things going despite increased pressure. He mentioned that he was funding a new table tennis table for the new club in the Institute from his private fund, but of course this was not functioning right now. He also again mentioned the local plan being withdrawn, with its replacement unlikely to be seen before 2022.

**2627 Clerk's Report**

The clerk reported that Enforcement at UDC had been informed about illegal building in Pond Lane and were following up. There is certainly no planning permission. An issue is that Enforcement are not presently doing site visits.

It was also mentioned that the owner of the Pond Lane complex had reduced rents immediately the COVID threat was announced, without being asked which all agreed was a fine thing to do.

**2628 Planning Matters**

**a) Applications determined by the Planning Authority;**

**Ref: UTT/20/0409/HHF** - 6 Clipped Hedge Hatfield Heath Bishops Stortford Hertfordshire CM22 7EG

Proposed single storey extension and conversion of garage to living space, installation of french doors. Block paving to part of front garden and erection of fence. **Refused**

**a) Planning applications to consider;**

**Ref: UTT/20/1012/LB** - The Paddocks Chelmsford Road Hatfield Heath CM22 7AX Single storey extension to form garden room; addition of open oak-framed porch to south elevation; conversion of existing garage to carer's annexe; conversion of existing C20th outbuilding to garage and internal alterations to main dwelling.

**Ref: UTT/20/1011/HHF** - The Paddocks Chelmsford Road Hatfield Heath CM22 7AX Single storey extension to form garden room; addition of open oak-framed porch to south elevation; conversion of existing garage to carer's annexe; conversion of existing

outbuilding to garage and internal alterations to main dwelling. **Acceptable to the PC so long as the scheme meets Listed Building guidelines and has LB consent**

**Ref: UTT/20/1006/TPO** - Walsingham Dunmow Road Hatfield Heath CM22 7EE Remove deadwood to 3 no. Oak . **No Issues**

**Ref: UTT/20/0983/DOC** - Foxglove Farm Dunmow Road Hatfield Heath CM22 7BL Application to discharge condition 3 (details of sample materials) attached to UTT/19/1314/FUL (allowed under Appeal APP/C1570/W/19/3243843). **No problem so long as conditions are fully met.**

**Ref: UTT/20/0943/DOC** - Land At Mill House The Heath Hatfield Heath Bishops Stortford CM22 7AB Application to discharge conditions 2 (Roofing Materials), 9 (Ecological mitigation and enhancement measures), 10 (Great Crested Newt Method Statement) and 11 (Biodiversity Enhancement Strategy) of UTT/19/2815/FUL . **No problem so long as conditions are fully met.**

**c) Planning enforcement issues (to note only)**

No new issues received

**2629 Highways Matters**

The only matter reported was the cabling throughout the village, which all agreed was being done very quickly and efficiently and that the contractors were doing a very good job

**2630 Parking Management and maintenance of the Council carparks**

Everything on hold because of the lockdown. Agreed we need to get all of the parking issues and solutions moving again. **NR/ML**

**2631 Allotment Report**

Having looked at all the various alternatives the Allotment Association and the Parish Council agree that the best plan is to revert back to where we were, with the Association paying dues to the PC. However we both agree that the total sum paid should be ring fenced in the budget for allotment use only and that the Allotment Association should submit costed schemes to access the budget. **All**

**2632 Major Flooding on the Stortford Road**

This again is one of the issues that had to be put on hold during lockdown NR and MB believe that considerable progress has been made and look forward to getting things back on track this month. **MB**

As previously reported there are three elements to the issue. The issue at The Paddocks is being monitored by MB who is in touch with the two key people involved and we will test out what the gas board have allegedly done as soon as possible on the cross road pipe.

The scheme at The Croft has obviously also been on hold, but the owner is in process of submitting a comprehensive scheme to the County Council.

This is linked to the issue at the top of the road which has an alleged foul water problem. After residents discussed the matter with council engineers on site, they apparently reported these engineers were looking at reinstating the ditch system. This has been reported by NR to SB who is following up with the responsible departments, since it would have a major impact on the overall situation.. **NR**

**2633 War Memorial Maintenance**

SS and JD reported that the quote had been received and an application for a grant made. The sum involved is around £3000 and it is unlikely that we will get the full amount granted. We also need to replace the box hedge which has blight. This is not included in the quote. KF volunteered to have his wife look at the situation for us and make a recommendation. **KF**  
Send any diagrams/photos to KF. **JD**  
It is unlikely that work will be completed by August and will probably run into September due to the extent of work required.

#### **2634 Village Green**

The Village Festival has been cancelled of course as have all fairs and events on the green for the foreseeable future,

The grass cutting schedule is urgently required to support us getting new quotes for the total operation. This to include regular maintenance of the pond areas as well as the scheduled cutting. **KF/JD**

The allotment car park should be cut at the same time as the village green, but has recently been missed. JD has already discussed with Peter May.

Mr Parish has raised the issues of bulrushes in the main wildlife area pond. **SubCommittee** to investigate and decide what needs to be done.

#### **2635 Travellers on the Village Green/Cricket Field**

Ways of stopping further issues with illegal use of the green were discussed. It appears that all regular ways of upgrading the defences have been explored without any being effective.

Agreed the **Village Green SubCommittee** need to meet with **ML** and reps from the cricket club to discuss and agree a way forward.

Need to check with Wayne Fogg about CCTV systems. **NR**

Need to check with the Rura IEngagement Team whether CCTV would do the trick. **ML**

#### **2636 Village Volunteer Group**

It was agreed that the Village Volunteer Group was doing a magnificent job and that the organisers and all those members of the public that have volunteered should be given our warm thanks on behalf of the village. Put a thank you letter in the magazine. **NR**

#### **2637 Stansted Airport**

We discussed the latest correspondence and positions regarding the airport and agreed to approach Rob Jones and ask if he could help us prepare a statement on the latest. **NR**

#### **2614 Reports from Members on meetings attended**

Obviously all meetings are at the moment virtual. It was mentioned that the Village Hall and Institute are shut for the foreseeable future.

**ML reported that Uttlesford were reporting a quadrupling of cases involving different types of card fraud, mainly targetting elderly people. Beware!**

#### **2615 Agenda items for the next meeting**

Re-invite PC S Sharman to next meeting; to discuss how a Community Police Officer would benefit the village/ Invite Cabinet member to explain Neighbourhood plan / War Memorial maintenance/Website plans/Flooding/Car parks

#### **2616 Date of the next meeting**

The next meeting will be held on Wednesday 3rd June 2020.

***The meeting closed at 9:00pm***