

HATFIELD HEATH PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held remotely via Zoom link at 19:30 on Wednesday 05 May 2021

Present:

Cllr M Bissell (MB) Chairman
Cllr R Breavington (RB)
Cllr P Brown (PB)

Cllr N Champion (NC)
Cllr S King (SK)
Cllr M Lemon (ML)

Cllr C Overton (CO)
Cllr N Robley (NR)
Cllr S Saban (SS)

In attendance:

Cty Cllr S Barker (SB)

7 members of the public

R Bowran – Parish Clerk

Welcome by the Chairman

2905 ELECTION OF CHAIRMAN Resolved: To elect Cllr Mark Bissell as Chairman of the Council for the civic year 2021/22. <i>[prop Cllr Lemon; secd Cllr Robley; all in favour]</i> Chairman read and signed the Declaration of Acceptance of Office
2906 APOLOGIES FOR ABSENCE To receive any apologies for absence. There were none. NC advised she would be joining late.
2907 DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members Cllr Breavington as chair of the Allotments Association Cllr Lemon as District Councillor Cllr Saban as interest in proposed War Memorial plaque
2908 ELECTION OF VICE-CHAIRMAN Resolved: To elect Cllr Mark Lemon as Vice-Chairman of the Council for the civic year 2021/22. <i>[prop Cllr Bissell; secd Cllr Robley; all in favour]</i>
19:40 Cty Cllr Barker joined the meeting and updated her report. Clarified that clearance of footways is responsibility of Essex CC. 19:43 Cty Cllr Barker left the meeting
2909 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 confirmed that the POW 116 camp has been added to UDC's list of historic sites. Asked council to apply for an Article 4 Direction. • A member of the public asked about future public forums, confirmed that they would be continued. • A member of the public asked about future face-to-face meetings. This was confirmed after clerk and councillors considered the situation. • A member of the public updated council on the proposed War Memorial plaque on Chelmsford Road. • A member of the public asked about legality of barbed wire fence by the football pitch. Owner of land to be contacted. • A member of the public asked about providing additional litter bins at the village hall.
2910 MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 07 April 2021, having noted that CO had apologised for absence at the meeting.
2911 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Minutes are subject to approval at the Parish Council meeting on 02 June 2021.

	Cllr Lemon reported on grants made, likely hood of District Plan not being ready until 2024, and not allowed to comment on Stansted Airport issues or last year's UDC accounts.
2912	FINANCIAL REPORT 1. Budget report. Noted: The budget report to 26 April 2021 2. Approval of Expenditure. Noted: Items of expenditure in April 2021 approved by the Finance committee.
2913	CLERK'S REPORT & CORRESPONDENCE Noted: The Clerk's report and correspondence received, which included a thank you note from SS thanking council for grant to RBL and a letter noting obstruction on footway between the village and Sheering.
2914	COMMITTEE MEMBERSHIP Noted: The proposed Committee and Champions structure and membership for 2021/22. To be discussed at a separate Zoom meeting.
2915	STANDING ORDERS The proposal to modify Standing Orders was withdrawn as a consequence if the High Court ruling on the requirement to hold council meetings "face-to-face"
2916	COMMUNITY POLICE OFFICER To consider any matters relating to contributing to the sponsorship of a PCSO in co-operation with neighbouring parishes. To be carried forward.
2917	KEY TASK MONITOR Noted: To agree to transfer the following topics to the KTM for future actions. Community Police Officer. Highways Matters, including Flooding. Parking Management and Car Parks. Road signage. Playground. Village Green. Stansted Airport Watch. Emergency Response Plan. Dog Bins Litter Pickers Memorial Plaque
2918	PLANNING MATTERS 1. APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION <u>Proposed repainting of door and window.</u> The Stag, The Heath Hatfield Heath Ref. No: UTT/21/1331/CLLB. HHPC Comment: No comment. <u>Application to discharge condition 2 (full details of hard/soft landscaping) and 10 (lighting design scheme) attached to UTT/17/3687/FUL</u> Stables to The East of Dunmow Road Hatfield Heath. Ref. No: UTT/21/1259/DOC. HHPC Comment: No comment. <u>Agricultural storage building.</u> Shrubbs Farm Sheering Road Hatfield Heath Bishops Stortford CM22 7LLRef. No: UTT/21/1189/AG. HHPC Comment: No comment. <u>Erection of conservatory to rear of annexe</u> Moorings Stortford Road Hatfield Heath Bishops Stortford CM22 7DL. Ref. No: UTT/21/1180/HHF HHPC Comment: No objection. <u>Single storey rear extension</u> 3 West Hayes Hatfield Heath CM22 7DH Ref. No: UTT/21/1170/CLP HHPC Comment: No objection. 20:15 Cllr Champion joined the meeting. NR mentioned a formal response to the LPA, to object to the granting of a CLE to the land at the rear of High Pastures. All agreed. 2. DECISIONS MADE BY THE LPA FOR NOTING <u>Agricultural storage building.</u> Shrubbs Farm Sheering Road Hatfield Heath Bishops Stortford CM22 7LLRef. No: UTT/21/1189/AG. Status: Deemed Approved, Prior Permission not Required

- [Demolition of existing detached garage and outbuildings and erection of one new single storey outbuilding for ancillary uses in connection with the dwelling.](#) The Croft Stortford Road Hatfield Heath CM22 7DL Ref. No: UTT/21/0171/HHF Status: Approved

ML advised that the planning application for housing to the rear of Cox Ley had been approved with many conditions attached.

2. PLANNING APPEALS

None received.

3. ENFORCEMENT ISSUES

None received.

2919 HIGHWAYS MATTERS

To consider any matters relating to Highways. NR reported on session with Essex CC Highways Panel, junction improvements are now at a feasibility stage and flashing speed sign and a 20mph speed limit by the school are also included. Traffic monitoring devices have been laid.

2920 PARKING MANAGEMENT AND CAR PARKS

To consider any matters relating to parking management and village car parks. Church Car Park. Contract awarded to RW Marsh, awaiting Lord of the Manor's consent.

2921 ALLOTMENT REPORT

To receive and note a report on the Allotments. Rents being collected. Contract awarded to Kings of Essex.

Resolved: To renew the agreement for infestation management with Rodect at a cost of £50 every six weeks.

2922 FLOODING

Dunmow Road & Stortford Road. Some progress made but no immediate action in prospect on Stortford Road. Clerk to serve a Fol request for all correspondence between UDC and landowner, after briefing from Members.

2923 POND LANE SIGNAGE

To consider any progress on matters relating to proposed Pond Lane signage. To KTM.

2924 PLAYGROUND

To consider any matters relating to maintenance and risk management of the playground. Repairs. Contract awarded to Kings of Essex. Need for an emergency number. CO agreed to become responsible.

2925 VILLAGE GREEN

Maintenance of ponds. Update on contract awarded to J Kenney NR to progress. Posting. Contract awarded to PW May. ML noted dead tree opposite Hunters Meet. Branch down in West Hayes. White Horse planters need to be refreshed. Mrs ML to action. Defibrillator user competence needs to be investigated.

2926 CHURCH INSTITUTE/VILLAGE HALL

To consider any progress on proposals relating to the Church Institute/Village Hall. Proposal for legal representation. Carried forward.

2927 STANSTED AIRPORT

To consider any matters relating to the representations concerning Stansted Airport. To KTM.

2928 EMERGENCY RESPONSE PLAN

To consider any matters relating to co-ordination of parish information with the Principal Authorities emergency planning officer. Clerk to contact Emergency Response officer at UDC.

2929	NEIGHBOURHOOD PLAN To consider any matters relating to a Neighbourhood Plan and a briefing from a Uttlesford DC officer. Proposal for a presentation at the June meeting. ML has contacted Anne Howes, suggested a Zoom meeting in June, this was agreed. Clerk to liaise with UDC.
2930	DOG BINS To consider any matters relating to provision of additional dog bins. Not ordered until confirmation from UDC that they will empty them once installed.
2931	LITTER PICKERS To consider any matters relating to confirming the appointments of litter pickers and proposals for a new schedule of work. NR to meet with individuals.
2932	GRANTS To consider any applications for grants received. None received. Publicity should be given to them in village magazine. Clerk to contact editor.
2933	MEMORIAL PLAQUE To consider any matters relating to proposals for the Memorial Plaque. Land appears to be owned by Essex CC. Mark Radcliffe to progress with County Councillor.
2934	ENGAGEMENT WITH YOUNGER POPULATION To consider any matters relating to proposals for greater engagement with the younger population of the parish. A report by Hilary Allen on the EALC Youth Engagement Conference held on 28 April 2021 had been circulated to Members. ML suggested John Starr at UDC could be a key contact to give guidance. Hilary Allen commented that the Village Institute could be a venue. Question of ownership arose. Agreed that MB should put Clerk in touch with Tees perhaps to be appointed legal advisor to the council.
2935	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members.
2936	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. CO has been approached by a MoP about increasing community transport. To be discussed. Appointment of legal advisor.
2937	DATE OF NEXT MEETING Next scheduled meeting will be on Wednesday 02 June 2021 at the URC church hall. Members of the public are asked to take a Rapid Lateral Covid Test if they intend to be present.

Meeting ended at 21:05.