

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 19:30 on Wednesday 07 July 2021 in the URC Hall

Present:

Cllr M Bissell (MB)
Cllr P Brown (PB)

Cllr N Champion (NC)
Cllr S Saban (SS)

Cllr N Robley (NR)
Cty Cllr S Barker (SB) (19:35 -19:40)

In attendance:

2 members of the public

R Bowran – Parish Clerk

Welcome by the Chairman.

2964	APOLOGIES FOR ABSENCE Received from Cllr Breavington, Cllr Lemon, Cllr King and Cllr Overton.
2965	DECLARATIONS OF PECUNIARY INTEREST There were none. Clerk to clarify declaration requirements.
2966	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 asked permission to install a notice board for the History Society and suggested other notice boards be tidied up and repainted. <i>Chairman suggested the next step was to seek consent from the site owner, but no objection in principle by the parish council.</i>
2967	MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 02 June 2021 [prop Cllr Robley; secd Cllr Saban] No matters arising from the minutes not included elsewhere on the agenda.
2968	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. Cty Cllr Barker highlighted • Progress on highways matters. • Acknowledged F.o.I. request re: flooding at Coggers. • Agreed to flooding issue on Dunmow Road and escalate to the Lord of the Manor. • Giving grants to both URC and Holy Trinity churches. • Conformed consent by Highways for the War Memorial Plaque, announced unveiling on 24 September and had invited the Lord Lieutenant and local MP to be involved.
2969	REPORT FROM OPEN MEETING To receive a report from NR on the Forum Meeting which was held on Saturday 12 June 2021. Key points raised: • Traffic issues. • Need for a new VAS to replace current one.

	• Waste Bins. Replace small bins and replace with covered ones plus a new bin near the village hall. • Re-establish Speed Watch. Appeal for volunteers. • Clearance of Sheering footpath. • Future of the village hall. • Disabled access to shops. • Overhanging trees. Need to see UDC risk assessment. • Remove abandoned car.
2970	FINANCIAL REPORT Budget report. Noted: The budget report to 29 May 2021. Approval of Expenditure. Noted: Items of expenditure in May 2021 as approved by the Finance committee. Agreed that management accounts be posted on the HHPC website.
2971	ANNUAL RETURN 2020/21 Advised: Members of the completion of the Internal Audit for 2020/21 which took place on 11 June 2021 Advised: Members that the AGAR and accompanying papers were submitted to PKF Littlejohn on 15 June 2021. Resolved: To appoint Derek Farr as HHPC Internal Auditor for 2021/22. [prop Cllr Robley; secd Cllr Bissell]
2972	ANNUAL RETURN 2019/20 Advised: Members of the restatement of the AGAR for 2019/20 which was submitted to PKF Littlejohn on 11 June 2021. Advised: Members of the completion of External Audit for 2019/20 received on 28 June 2021.
2973	CLERK'S REPORT & CORRESPONDENCE Noted: Clerk's report and correspondence.
2974	KEY TASK MONITOR Reviewed and updated the Key Task Monitor. KTM to be posted on the HHPC website.
2975	PLANNING MATTERS APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION • <u>Addition of a single storey glass room located on the rear elevation of the property in the private garden.</u> Willows Chelmsford Road Hatfield Heath CM22 7BQ Ref. No: UTT/21/1962/HHF. HHPC Comment: No Objection. • <u>Erection of 2 no. detached dwellings, together with associated parking, residential curtilages and landscaping.</u> Springfield Park Drive Hatfield Heath CM22 7BJ

Ref. No: UTT/21/1788/FUL. HHPC Comment: Objection. Overdevelopment of site, unacceptable built form. Impact adjacent to Metropolitan Green Belt.

DECISIONS MADE BY THE LPA FOR NOTING

- [Proposed repainting of door and window.](#)

The Stag the Heath Hatfield Heath

Ref. No: UTT/21/1331/CLLB

UDC Decision: Refused: Painting of just one door in a listed building is not appropriate.

- [Demolition of 2 no. bedrooms in single storey side/rear extension and erection of single storey side/rear extension providing 4 no. bedrooms. Erection of front/side extension and glazed connecting walkway](#)

Hatfield Haven Stortford Road Hatfield Heath CM22 7DL

Ref. No: UTT/21/0907/FUL

UDC Decision: Refused: 1. Increase in built form. 2. Proximity to neighbouring property, 3. Lack of vehicle parking.

- [Proposed 2 storey rear extension](#)

Tyrell Dunmow Road Hatfield Heath CM22 7ED

Ref. No: UTT/21/0662/HHF

UDC Decision: Approved

PLANNING APPEALS

None received.

ENFORCEMENT ISSUES

None received but:

- Reynolds, Pond Lane. A roof has now been added to a structure creating a garage.
- Raj of India. Door has been removed. Frame should now also be removed.
- High Pastures. Certificate of Lawfulness has been approved. Considered a remarkable decision which will be investigated by ML.

2976	VILLAGE GREEN The scope of the grass cutting contracts was reviewed and clarified.
2977	HIGHWAYS MATTERS Matters relating to Highways were covered in County Councillor's report.
2978	PARKING MANAGEMENT AND CAR PARKS Village car park. Risk assessment carried out. Noted weed growth. NR to obtain unit cost of electricity.

	Church car park. Awaiting permissions from the Lord of the Manor's Trustees.
2979	ALLOTMENT REPORT No current report, PB noted dripping tap not yet fixed. SK had said he would do this.
2980	FLOODING Matters relating to Flooding were covered in County Councillor's report.
2981	PLAYGROUND Risk Assessment had been prepared by NR.
2982	CHURCH INSTITUTE/VILLAGE HALL Need for a definitive clarification on terms and conditions as to the status of the two facilities. To consider any progress on proposals relating to the Church Institute/Village Hall. Proposal for legal representation.
2983	EMERGENCY RESPONSE PLAN To consider any matters relating to co-ordination of parish information with the Principal Authorities emergency planning officer.
2984	NEIGHBOURHOOD PLAN No response received to request to Uttlesford DC for a briefing from a Uttlesford DC officer. Clerk to pursue with ML.
2985	LITTER PICKERS & LITTER BINS Matters relating to Litter Pickers and refuse receptacles covered in Forum report.
2986	GRANTS No applications received at date of meeting.
2987	MEMORIAL PLAQUE <i>Noted:</i> an update from Mark Ratcliff and from SB.
2988	HM QUEEN'S PLATINUM JUBILEE To consider how the parish could celebrate HM The Queen's Platinum Jubilee. Consider moving the village festival to the beginning of June to coincide with the four-day bank holiday weekend will run from Thursday 2 June to Sunday 5 June 2022.
2989	ENGAGEMENT WITH YOUNGER POPULATION Agreed to ask Hilary Allen, the proposer for this, to attend the next parish forum on 17 July. Depends on availability of village hall/institute.
2990	REPORTS FROM MEMBERS ON MEETINGS ATTENDED • MB had attended update session re Stansted Airport.
2991	AGENDA ITEMS FOR NEXT MEETING • Revisit the potential for a shared PCSO for the village.

	• Schedule of litter bin collections.
2992	DATE OF NEXT MEETING The next scheduled meeting is on Wednesday 04 August 2021 .

Meeting ended at 20:48