

HENHAM PARISH COUNCIL
Minutes (Unapproved) of a Council Meeting

Date: Thursday 7th June 2018

Time: 7.30pm

Venue: OSCA, Henham

1. Present: Cllrs N. Baker, F. Frindle, D. Marshall, M. Francis, A. Malins, S. Lee, G. LeCount, M. Fisher, Clerk M. Dacey

2. Apologies for Absence: Cllr K. George-Lafferty, District Cllr P. Lees, County Cllr R. Gooding

3. Approval of the Minutes of the Last Meeting

The minutes of the May 2018 meeting were approved and signed by the Chair.

4. Matters Arising

4. Reports and Recommendations

(i) *Greens and Village Estate – Cllr. Baker*

(a) Village ponds and allotment site –The Parish Council is awaiting a revised quote for pond planting. The work on the ponds in Crow Street is complete. The work on dealing with the silt pile at the allotments has been completed, the now cleared area will be sprayed during the summer and grass seeded in September. The Parish Council will offer available allotments in Dragon. The Parish Council thanks Richard Peake for his help. The cemetery hedge has been cut. Cllr Frindle provided an update regarding the new fish in the Woodend Pond which are doing well.

(b) Damaged Greens - The Parish Council has awarded a contract to repair and reseed green areas, including the war memorial that has been damaged following various road works. The repair work is taking place.

(c) Road by the Row – Mrs Hogg emailed the Clerk regarding the road by Thatch End. Now the position re Thatch End has been resolved the work will be carried out.

(d) Hedge in High Street -The hedge in Crow St /High Street will be cut and shaped shortly following the installation of the BT superfast cabinet. The Chair had a meeting with the Contractor on 4th June and the work will be completed ASAP.

(e) Pavement outside Snow Cottage – It was previously agreed the puddling on the pavement outside Snow Cottage would be examined. Awaiting update from contractor

Police Support Officer- The Chair continues to await an update as to when this scheme will go ahead.

Gigaclear Wayleave –The Chair continues to await an update regarding an application for Wayleave from Gigaclear to lay Ultra Fast Broadband in the village and along Old Mead Lane.

Village Fete - It was previously agreed that the Parish Council would fund the cost of a shed, location to be agreed, which would enable the village fete committee to store fete equipment. It was agreed the Henham fete committee would research size and costings and the Parish Council awaits their report.

Woodland – The Parish Council has purchased some woodland opposite Hill Top Yard. Details are on the village website. Future use of the woodland to be discussed.

Garage Sale – Mrs Ridler, who was present at the meeting, has previously approached the Parish Council regarding organising another garage sale in the village. Update

Ranger Service -

(ii) *Finance*

<u>Receipts</u>

<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
Henham SOV	SOV 100 Club April draw	£350.00		
UDC	First half of the precept.	£19389.50		
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M. Dacey	Clerk's salary (April)	£ 377.26	£ 0.0	£ 377.26
Gardner Planning Ltd (048.4)	Thatch End planning advice	£900.00	£180.00	£1080.00
Gardner Planning Ltd (020.11)	School Lane planning advice	£750.00	£150.00	£900.00
Jonathan Leech (18-04-481)	Ground work on 2 ponds	£2025.00	£405.00	£2430.00
Jonathan Leech (18-04-480)	Christmas Tree base work	£450.00	£90.00	£540.00
CZ design & Print (88385)	Henham volunteer invitations	£43.00	£8.60	£51.60
S. Lee (1667125)	Refund for IT software for clerk's laptop	£17.46	£3.49	£20.95
Old School Community Association	OSCA meeting room hire	£228.00	£0.0	£228.00
Malcolm Frindle	Refund for pond fish	£45.83	£9.17	£55.00
Gradko International Limited (44892)	No2 Tubes	£62.71	£12.54	£75.25
Dedman Gray Auctions Ltd	Auction Deposit	£10,600.00	£0.0	£10,600.00
P. Knott (59964)	Grass Cutting 9/5 & 23/5 & Woodend	£900.00	£0.0	£900.00
BT (direct Debit)	Village Hall Telephone and Broadband	£46.90	£9.38	£56.28
BHIB Ltd (LCO00320-150358)	HPC insurance	£302.84	£0.0	£302.84
JRB Enterprise LTD (18280)	Poo bags	£58.04	£11.61	£69.65
MAJ Fiddler (0599)	Ditch Clearance Work on High St	£235.00	£0.0	£235.00
Richard Buxton Client Account (4961)	Legal advice relating to greens	£581.25	£116.25	£697.50
L.Beresford (3)	Village windows and sign cleaning	£70.00	£0.0	£70.00
Gardner Planning Ltd (042.2)	Planning advice re North Hall Road	£3613.00	£722.70	£4336.20
Gardner Planning Ltd (048.5)	Planning advice re Thatch End	£613.50	£122.70	£736.20
Gardner Planning Ltd (054.1)	Planning advice re Pledgdon Green	£609.00	£121.80	£730.80
Information Commissioner (Z2259172)	Date protection fee renewal	£40.00	£0.00	£40.00

Treasury Management Investment Policy and Strategy 2018/19 – Cllr Fisher: The updated policy was previously circulated to councilors prior to the meeting. Cllr Fisher proposed that the Parish Council adopts the policy, Cllr LeCount seconded the proposal which was passed nem con.

Henham Parish Council Receipts and Expenditure records for Quarter 3 of 2017-2018 financial year were previously given to Cllr Fisher for review.

VAT - HM Customs and Revenue have paid out to the Parish Council £7,278.11 for its VAT reclaim for the previous financial year.

Parish Council Insurance – The Chair and clerk have carried out an annual risk assessment prior to the renewal of the annual insurance policy. A second quote was obtained and the policy has been renewed by the Clerk with the existing insurers for £302.84 who remained the most competitive.

Overdraft – The Parish Council funds are currently tied up in annual bonds which are not accessible until 1st July. In order to finance the purchase of the woodland, the Chair has liaised with Lloyds Bank plc who have offered the Parish Council an overdraft facility for £20,000 at a rate of 7.3% for an arrangement fee of £250 should it be needed for a short period. Cllr Fisher proposed a motion that the Parish Council Chairman Nick Baker is allowed to act on behalf of Henham Parish Council in arranging an overdraft with Lloyds Bank in the amount of £20,000. The proposal was seconded by Cllr Le Count which was passed nem con.

(iii) Planning and Developments

Applications:

- **FAIRFIELD: UTT/17/3573/OP Land to The North West of Henham Road** – Henham Parish Council strongly opposes this development and will challenge it at the UDC Planning meeting – meeting date to be confirmed. The N02 tubes are in place and will be monitored over the next few weeks. It was noted with relief that the Fairfield development is not included in the draft Local Plan.
- **UTT/18/0923/HHF** – proposed loft conversion and raising of roof, Keyham House, High Street, Henham
- **UTT/18/1109/HHF** - Proposed extension & conversion of existing garage including link to main dwelling, The Limes, High Street, Henham
- **UTT/18/1119/HHF** – Proposed Two storey side extension 1 Old Mead Cottage Old Mead Road

Breaches:

- **Hill Top Yard (UTT/15/0623 – Enforcement – removal of 5m lights)** – The Parish Council is pleased to report that the all lights have been reduced to 2.5 metres height with down lights and the number of lights has been reduced down from 20 to 10. The Parish Council continues to monitor any other ongoing breaches of the planning conditions.

Appeals: North Hall Road – The Trvellers site appeal hearing was heard on 23 May 2018, attended by the Chair. We await the Inspectors report.

- **Decisions- UTT/17/2387/FUL** - Proposed demolition of existing garage and erection of 1 no. dwelling, Thatch End re-consultation, Thatch End, Starr Road. Decision: Refuse. Details are on the village website.

(iv) Highways – Cllr LeCount:

(a) Protective metal pipes and posts outside The White House, Old Mead Road. Norman Chan from ECC has been asked to review the previous decision by Highways that the damaged posts are “safe”. ECC have said they will reinspect. (ECC reference no 20370075)

(b) School parking – proposed installation of double yellow lines on the corners of Pimblett and Carters Lane - Vicky Duff and Rissa Long (ECC) - Cllr LeCount has submitted LHP scheme submission. This is still under review.

(c) Signage at The Row - UDC have noted that the signage needs to be put in place.

(d) Village & Speed Signage - Rissa Long (ECC) and Vicky Duff at Essex Highways have been asked to investigate extending the 40mph speed limit along Old Mead Road to Toot Toot bridge. ECC have agreed to introduce a 40 mph speed limit along Hall Road up to the village and the

necessary paperwork has been completed. Essex Highways has now agreed to take a 40mph buffer zone forward as a Third Party scheme to be funded by the Parish Council.

(e) Chickney Road damage and ditch rubble – Cllr LeCount has reported this to ECC.

(f) Recent Road-surfacing works – It was previously agreed Cllr LeCount would report the substandard works to ECC particularly where the new surface has already come away, most notably at the Thaxted Road junction from Henham to Elsenham. Cllr LeCount confirmed Highways are looking into the matter.

(g) Ditch by Blossom Hill – The Parish Council is still concerned that the ditch is very dangerous and Cllr LeCount previously agreed to report this to ECC again even though ECC have previously deemed this as “safe”.

Residents are encouraged to also report any matters to Essex Highways direct via the Essex Highways web site www.essex.gov.uk/highways (details also on the Henham Website), as the more people who complain regarding Highways matters the more likely something will get done.

5. Correspondence

Sent/Received:

Planning Applications - see 4(iii) above

- Clerk – approximately 250 emails in May 2018.

6. Waste and Minerals Development Issues – Nothing to report.

7. Stop Stansted Expansion – The Parish Council has submitted its objection to the recent planning application to increase the flight numbers at the airport and a copy of this is on the village website. Please refer to the village website with links to the SSE website regarding the latest SSE concerns relating to MAG’s application.

8. Governance – A statement relating to GDPR is now on the website.

9. Local Plan – The Local Plan awaits a date for the draft to go out for consultation. The Parish Council thanks District Cllr Lees for her continuing support in fighting unwelcome developments in Henham and Elsenham. Details are on the Henham Village website.

10. Henham SOV 100 Club draw Cllr. Fisher –

May Draw

N.Baker conducted the draw on behalf of the Henham SOV 100 Club. He drew from a black bag containing 152 lottery balls. The winning numbers were:

1st Prize Number 78 (I&G Scott) £ []

2nd Prize Number 111 (R. Benino) £[]

Christmas Cumulative Bonus Ball £

Total funds received were £760 half will be paid out in prize money totalling £380 with the balance of £380 will be paid to Henham Parish Council SOV Funds.

13. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 5th July 2018, 7:30 at OSCA.

Mareike Dacey, Clerk