

HENHAM PARISH COUNCIL
Minutes (Unapproved) of a Council Meeting

Date: Thursday 5th March 2020

Time: 7.30pm

Venue: OSCA, Henham

Present: District Cllrs P. Lees and G. LeCount, County Cllr R. Gooding, Cllrs N. Baker, S. Lee, M. Fisher, R. Ryan, Z. Rutterford, F. Frindle, D. Marshall and Clerk M. Dacey

1. Apologies for Absence: Cllr Francis

2. Approval of the Minutes of the Last Meeting

The minutes of the February 2020 meeting were approved and signed by the Chair.

3. Matters Arising

4. Reports and Recommendations

Greens and Village Estate – Cllr. Baker:

- (i) **Tree Inspection** - The Arborist has received confirmation of planning permission from UDC on behalf of the Parish Council for permission to deal with the trees which require remedial action. The Parish Council has agreed to award the tender contract to Treecology at a cost of £3400. Works will commence on Phase 1 on 15th March.
- (ii) **Village green outside Poplar Hall** – The stump has been removed and most of the debris has now been removed. The seat will shortly be removed for repair.

Village Hall – The asbestos and flooring reports have been circulated to all Councillors together with the Village Hall Committee's Business Plan for review. The costings regarding the asbestos and flooring have been requested by our project manager and an meeting on 6 March between the project manager and Chair has been arranged to discuss these. The Asbestos report was cheaper at £650 plus VAT instead of £1100. The Chair will arrange a meeting between the Parish Council and the Village Hall Committee with the intention that the Parish Council will then hold an EGM to agree the way forward.

Speedwatch – The Parish Council thanks Jim Heywood for his continuing assistance in running the Speedwatch. Cllr Frindle is liaising with Cllr Rutterford and LeCount regarding speedwatch on Pledgdon Green Lane.

PCSO – The clerk has been liaising with the PCSO as regards setting up a monthly "Coffee with Cops" at OSCA. The Chair, Cllr Frindle and the PCSO have had a meeting to discuss the Parish Council's requirements. The first Coffee With Cops session will be held at OSCA on Monday 23rd March 2020 from 15:00-17:00 – all residents are encouraged to pop in and raise any concerns with our PCSO, Nikki Morris.

Post box on Old Mead Lane – Update from Cllr Ryan regarding reinstatement of the stolen post box on Old Mead Lane. The Parish Council will be sending a letter supporting the reinstatement of the post box to the Post Office.

Litter – A resident has contacted the clerk regarding litter on verges approaching the village. If the areas fall within 30mph zones, the clerk can approach the Rangers for litter picking, if they fall out of these areas, then the Rangers will not be able to litter pick. Cllr Marshall said the walking group would attempt to clear these areas. The Parish Council thanks the walking group of residents for all their litter picking to date and any future litter picking sessions will be publicised in advance on the village Facebook page to encourage any other residents to participate.

Mowing Contract – Our current contractor has agreed to keep to last year's prices. Councillors have agreed to renew our contract with this contractor.

Village Entrance Flowers – A while ago a resident asked whether the Parish Council would consider having flower displays at the three village entrances. The Chair has looked into costings, having been made aware of a new watering system (the issue of watering being one of the reasons the Parish Council did not proceed previously) which would be in the region of £700. However, we will need to postpone it until 2021, the reason being that the Chair has recently requested quotations on the 40 mph signs etc at the Church end of the village (Hall Road). If we accept the tender then most of the signage at that end of the village will have to be taken down and renewed. The flower displays rely on the planters being attached to the underside of the village signs. The Parish Council would also have to seek Essex Highways permission to attach the displays to the signs and the Chair would like to start that process when all our signs are completed.

Emergency Plan/Coronavirus – Given the recent events and potential spread of Covid- 19 (Coronavirus) in the UK, it is the Parish Council's policy to follow the Public Health England guidelines and these have been posted on the village website and Facebook. It was agreed the Clerk would make a start on updating our disaster recovery plan which was last updated in January 2017.

(ii) *Finance*

Receipts				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
Stansted PC	Refund for planning fees Fairfield	£1000.00		
Ugley PC	Refund for planning fees Fairfield	£500.00		
SOV 100 Club	Dec Draw	£382.00		
SOV 100 Club	Jan Draw	£382.00		
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M. Dacey	Clerks salary (February)	£386.31	£0.0	£386.31
Thinktrees Ltd (000544)	Additional tree survey	£539.00	£0.0	£539.00
L. Beresford (1)	Window cleaning & signs	£50.00	£0.0	£50.00
Gardner Planning (068.1)	Planning advice re Cedar Cottage	£600.00	£0.0	£600.00
Gardner Planning (066.2)	Planning advice re Pledgdon Green Barn Appeal	£1800.00	£0.0	£1800.00
Railton TPC Ltd (2006)	Transport Advice re Chickney Road	£1150.00	£0.0	£1150.00
Riverside Environmental Services Ltd (1034890)	Village Hall Asbestos Management Report	£650.00	£130.00	£780.00

Treasury Management Investment Policy and Strategy 2020/21 – Cllr Fisher – This has been reviewed and updated by Cllr Fisher and circulated to all Councillors prior to this meeting. Cllr Fisher proposed the adoption of the policy, seconded by Cllr LeCount and agreed nem con.

Henham Parish Council Receipts and Expenditure records for Quarters 2 and 3 of 2019-2020 financial year were given to Cllr Fisher for approval.

It was agreed nem con to award the clerk a 1.7% increase across all allowances.

(iii) *Planning and Developments*

Applications:

- **UTT/20/0094/FUL & UTT/20/0095/LB** – proposed Demolition of existing garage structures and erection of 2 no. detached single storey dwellings, Starr House Starr Road
- **UTT/20/0529/HHF** – proposed front and first floor extension and alterations, 11 Chickney Road
- **UTT/20/0520/OP** – proposed Outline application for the erection of 1 no. dwelling and formation of new access with all matters reserved except access, Theydon Lodge North Hall Road
- **UTT/20/0531/HHF** - Proposed cart lodge with home office and storage over, The White House High Street
- **BEDWELL ROAD: UTT/19/2266/OP** – proposed Outline planning application for the erection of up to 220 dwellings - UPDATE
- **FAIRFIELD: UTT/17/3573/OP Land to The North West of Henham Road – APPEAL** – Henham Parish Council strongly opposes this development of 350 houses. The appeal is being held at **Saffron Walden Town Hall, Market Square, Saffron Walden, CB10 1HR, on 28th April 2020 and will commence at 10:00am. The Inquiry is scheduled to last 7 days. All residents are encouraged to attend, even if just for an hour.** A Statement of Case has been prepared by our planning advisor and submitted to the Planning Inspector. We have already agreed to have Geoff Gardner represent us with our new traffic consultant Simon Watts. UDC will not fight the traffic situation through Stansted as Essex Highways have said there are no problems. We also have to fight this on Landscape which again is down to Henham Parish Council. Our planning consultant has strongly advised that we need to be represented by the planning barrister who represented us on all previous Fairfield hearings. Unfortunately, the cost for all our professional team will be in the region of £50k. The Chair will be writing an article in the Dragon as we will need to carry out some fundraising.

Breaches: none

Appeals: **APP/C1570/W/20/3244552 - Pledgdon Green Farm Brick End Road**, Outline application with all matters reserved for the demolition of outbuildings and erection of 3 no. detached dwellings (UTT/19/2134/OP) – our planning advisor has been instructed – written submissions by 11 March 2020.

Decisions:

- **UTT/19/3008/FUL Cedar Cottage, Crow Street** – Refuse. District Cllrs to follow up on the outstanding Enforcement Notice.
- **APP/C1570/W/19/3231568 - UTT/18/1811/FUL** The Bell House, High Street - Appeal Allowed

(iv) *Highways* – **UPDATE from Cllr LeCount :**

Hall Road Henham The Henham Parish Council previously agreed to pay for the installation of a 40mph buffer zone at this site and awaits a further cost quote from Essex Highways. The clerk has chased for this and Essex Highways have now confirmed the cost of construction is now a fixed price of £9,711.74. Correspondence relating to this and the clerk's request for EH to be review their quote was circulated to all Councillors prior to this meeting. We were originally quoted £6k for the construction. The Parish Council has already paid approximately £3500 plus VAT to get to this stage. **Clerk has liaised with Gregg Speller direct re other 3rd party quotes and the Chair has requested quotations from them, which are awaited. The Chair will chase.**

Abbotsford Bridge – **planned overnight road closures for gully works** Arrangements have been made to install a double gully and the existing shallow kerbing will be replaced with new kerbing in order to direct the water into the gully to stop excessive water pooling in the carriageway. Work is due to commence on **Monday 9 March 2020** and expected to take approximately **five days** to

complete. All traffic management options have been reviewed and, in order to carry out the works in a safe manner, there is no alternative option but to close the road at the bridge during working hours only. In order to minimise disruption work will be carried out between 9pm to 5am. After each shift, barriers will be put in place to protect the work area and the road will reopen to all traffic. Essex Highways are urging all drivers to take additional care and observe traffic management and signage in place during the works.

Pledgdon Green Lane – An application submitted by Cllr Rutterford has been sent by Cllr LeCount to Highways for a 20mph limit on the road from the start of the village to Broxted End and to reinstate the “protected road status” through the village by repairing the damage caused by heavy traffic during the Hall Road closure.

Flooding on North hall Road – **blocked drain has been reported to Highways by Cllr LeCount.**

Flooding and road damage in Dark Lane, Henham – **blocked drain has been report to Highways by Cllr LeCount.**

Blocked drains in Old Mead Road - ***A new online application has been applied for by Cllr LeCount***

School Parking at Sages, School Lane, Pimletts and Carters Lane, Henham – The Headteacher previously requested advice from the Parish Council as to how to solve the current parking issues at the school. **It is hoped the PCSO will also be able to assist with the unsafe parking.**

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: Email from a resident regarding litter along the main roads into the village. Email from a resident regarding overgrown tree at Maitland Close/Chickney Road ditch. Letter from leader of UDC to all cllrs re local plan.

Planning Applications - see 4(iii) above

- Clerk – approximately 200 emails in February 2020.

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

7. Stop Stansted Expansion – Nothing to report.

8. Governance – The Standing Orders and updated Model Financial Regulations were previously circulated by the clerk for review. **Cllr Fisher proposed the approval of these and Cllr LeCount seconded, approved nem con.**

9. Local Plan – This has been rejected by the Local Plan Examination Inspector. A letter from the leader of UDC has been circulated by the Clerk to all councillors regarding next steps.

10. Henham SOV 100 Club draw Cllr. Fisher –

February Draw

[] conducted the draw on behalf of the Henham SOV 100 Club. [He] drew from a black bag containing 158 lottery balls. The winning numbers were:

1st Prize Number [] () £

2nd Prize Number [] () £

Christmas Cumulative Bonus Ball £ £

Total funds received were £764 half will be paid out in prize money totalling £382 with the balance of £395 will be paid to Henham Parish Council SOV Funds

13. Date of Next Meeting

The next Parish Council meeting will be held on **Tuesday 31st March 2020**, 7:30pm at OSCA.

The Annual Parish Meeting will be held on **Tuesday 31st March 2020**, 7:00pm at OSCA.

Mareike Dacey, Clerk