

HENHAM PARISH COUNCIL
Minutes (Unapproved) of a Council Meeting

Date: Thursday 6th June 2019

Time: 7.30pm

Venue: OSCA, Henham

AGENDA

Present: District Cllrs P. Lees & G. LeCount, County Cllr R.Gooding, Cllrs N. Baker, M. Fisher, S. Lee, M. Francis, Z. Rutterford and Clerk M.Dacey

1. Apologies for Absence: Cllrs R. Ryan, F. Frindle, D. Marshall

2. Approval of the Minutes of the Last Meeting

The minutes of the May 2019 meeting were approved and signed by the Chair.

3. Matters Arising

4. Reports and Recommendations

Greens and Village Estate – Cllr. Baker:

- (i) **Ponds** – Further tree work behind the first two ponds should be completed soon with the removal of the debris.
- (ii) **Tree inspection** - The Chair has appointed an arborist to inspect our trees. He is awaiting a date for the commencement of the works.
- (iii) **Pot holes by Church** – The Parish Council previously agreed it would obtain a quote for repairing the potholes. The Chair has now obtained this at a cost of £1300 plus VAT. Following a discussion it was decided the clerk will investigate ownership of the lanes at the Land Registry and report back to the Chair.

VE Day celebrations – The Clerk previously circulated a note from UDC outlining the celebrations being planned for the 75th Anniversary of VE Day, 8th – 10th May 2020. Residents can refer to the VE Day 75 website www.veday75.org to find out more. It was agreed the Chair would speak to the village fete committee..

Remembrance Sunday – The Parish Council thanks Mrs George-Lafferty for obtaining the road closure order for the Remembrance Sunday service to be held in November 2019.

Accident by Clematis Villa – Unfortunately the taxi driver still has not reimbursed the Parish Council for the repair works. It was agreed the Parish Council will organise taking the taxi driver to the small claims court for £35 in order to reclaim £200 debt on behalf of the Parish Council.

(ii) Finance

Receipts				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
SOV	Village shop donations	£30.00		
SOV	SOV 100 club Jan, Feb, March and April 2019	£1,564.00		
<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 (May)	£ 386.31	£ 0.0	£ 386.31
L Beresford (2)	Village windows and signs cleaning	£40.00	£0.0	£40.00

P Doughty	Village furniture repairs	£90.00	£0.0	£90.00
Information Commissioner (Z2259172)	Data protection renewal fee	£40.00	£0.0	£40.00
PM Land Limited (0000027)	Village Hall project management professional fees	£280.00	£0.0	£336.00
Henham Village Shop Association Ltd (H00047)	Post Office services May-Aug 19	£2083.50	£0.0	£2083.50
Old School Community Association	OSCA hire fees May 18 to April 19	£168.00	£0.0	£168.00
P. Knott (60448)	Grass cut 1/5, 15/5 & 29/5	£1305.00	£0.0	£1305.00

Treasury Management Investment Policy and Strategy 2018/19 – Cllr Fisher confirmed that our policy is sound following recent issues with other councils.

The Nationwide Business Fixed Rate Saver matured on 20th May 2019. It is now worth £260,536.29. They are offering 1.10% on a 1 year saver which has been renewed by the Chair.

Signing of AGAR 2018-19 for Henham PC – The Year-End Accounts, produced in conjunction with the Parish Council's Internal Auditor, Trevor Judd, together with the unsigned and undated S1 and signed and dated S2 of the Annual Return and the Internal Auditor Report were distributed to councillors for their appraisal prior to this meeting. These accounts have been used to prepare the Annual Return prior to submission to External Auditors. The accounts were approved as follows:

- (a) Annual Return Procedure Policy – the Parish Council approved the policy.
- (b) A review of the effectiveness of the system of internal control was carried out and the findings of the review was considered by the Parish Council;
- (c) It was resolved by the Parish Council that the Annual Governance Statement (s1) was approved, Cllr LeCount proposed the approval, Cllr Fisher seconded the proposal nem con;
- (d) The Accounting Statements (s2) (which has been dated and signed by the RFO prior to this meeting) were considered by the Parish Council as a whole;
- (e) It was resolved by the Parish Council that the Accounting Statement (s2) was approved, Cllr LeCount proposed the approval, Cllr Fisher seconded the proposal nem con;
- (f) The Chair signed and dated the Accounting Statements (s2). The Chair and Clerk signed and dated the Annual Governance Statement (s1).

Annual Risk Assessment – The Chair and Clerk has gone through the Annual Risk Assessment which has been circulated to all Councillors. Chair signed and dated the report. The clerk has renewed the Parish Council's insurance.

(iii) Planning and Developments

Applications:

- **UTT/19/1021/SCO** - Screening Opinion for a proposed development of up to 235 dwellings, Land North Of Bedwell Road And East Of Old Mead Road Ugley And Henham
- **UTT/19/1035/LB** – proposed Replacement of wooden sliding patio door with wooden French doors at rear of property Bacons Farm Crow Street
- **FAIRFIELD: UTT/17/3573/OP Land to The North West of Henham Road** – Henham Parish Council strongly opposes this development of 350 houses and will challenge it at the UDC Planning meeting. It was expected that the planning meeting may be heard on 19th December but will be pushed back to June this year.

Breaches: *District Cllr Lees to update re HTY:*

- **Hill Top Yard (UTT/15/0623 – Enforcement – timing of lighting system)** – The Parish Council continues to monitor any other ongoing breaches of the planning conditions. District Cllr Lees has chased up the breach. UDC has confirmed this has now been logged as a new investigation. The reference number is ENF/19/0077/C.
- **Appeals: none**
- **Decisions: none**

(iv) Highways – UPDATE from Cllr LeCount following a meeting on 6th June 2019 with Rissa Long at ECC:

Repairs to entrance of Old Mead Lane – There is some differing opinion on ownership of the entrance but OLMRA's understanding is that the lane truly begins at the gate which is about 2 metres into the turning. ***ECC have been asked to check who is responsible for repairing the damage.***

Hall Road Henham The Henham Parish Council agreed to pay for the installation of a 40mph buffer zone at this site – ***Advertising in the press should be within the next 2 weeks and then if no objections the work will commence in July.***

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

School Parking at Pimletts and Carters Lane, Henham – ***The request for double yellow lines in the vicinity of the school would need to be made to the North Essex parking Partnership and will need Cllr Gooding's support as the relevant County Member.***

Closure of Hall Road, Elsenham (Abbotford Bridge) - for bridge repairs commenced in May and the road will be closed for between 4 – 6 months (depending on weather conditions). The division has caused major problems in Pledgdon Green. ***Therefore a permit to reduce the speed through the village to a temporary 20 mph has been submitted. This been agreed (6 June) and will come into force in the next two weeks. Cllr LeCount will then ask Essex Police to enforce the reduced speed limit, and when Hall road is reopened, Cllr LeCount will request that the temporary 20 mph becomes a permanent fixture. New signage to stop HGVs and none residents using Pledgdon Green village as a short cut has been erected.***

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 to the clerk regarding the willow tree by the pond.

Planning Applications - see 4(iii) above

- Clerk – approximately 200 emails in May 2019.

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

7. Stop Stansted Expansion – The Communities Secretary finally announced his decision on 20 March 2019. He has declined to call in the application for national consideration. His stated reason for not intervening is that "the application does not involve issues of more than local importance". SSE have started legal proceedings which will take the form of an application to the High Court for a Judicial Review ('JR') of the decision of the Communities Secretary not to call in the Stansted Airport planning application. The UDC Extraordinary Council Meeting has been postponed until 28th June 2019 at 4pm.

8. Governance – Nothing to report.

9. Local Plan – The Stage 1 hearing sessions will open at 10am on Tuesday 2nd July 2019 at Uttlesford District Council, London Road, Saffron Walden, Essex CB11 4BR. The dates for the first Stage of the hearing sessions are as follows:- Tuesday 2nd July - Thursday 4th July & Tuesday 16th July - Thursday 18 July & Friday 19th July - Reserve day. The Parish Council's planning expert will be attending.

10. Henham SOV 100 Club draw Cllr. Fisher –

May Draw

Cllr Lees conducted the draw on behalf of the Henham SOV 100 Club. She drew from a black bag containing 158 lottery balls.

The winning May numbers were:

1st Prize Number 106 (J Munday) £229

2nd Prize Number 110 (R Bonino) £111

3rd Prize Christmas Bonus Ball £55 Cumulative total £328

Total funds received per draw were £790. Half will be paid in prizes with the balance of £395 paid to Henham Parish Council SOV Funds.

13. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 4th July 2019, 7:30 at OSCA.

Mareike Dacey, Clerk