

**HENHAM PARISH COUNCIL**  
**Minutes (Unapproved) of the ANNUAL PARISH COUNCIL MEETING**

Date: Wednesday 8<sup>th</sup> May 2019

Time: 7.30pm

Venue: OSCA, Henham

**Present:** District Cllrs P. Lees & G. LeCount, Cllrs N. Baker, F. Frindle, D. Marshall, M. Fisher, R. Ryan, S. Lee, M. Francis & Clerk M.Dacey

**General business was preceded by the signing of Declaration of Acceptance of Office by Parish Councillors:**

**Nominations and election of Parish Council Chairman for 2019-2020**

Cllr. Fisher proposed and Cllr. LeCount seconded Cllr. Baker for the position of Chairman of the Parish Council. Cllr. Baker was elected unanimously. Cllr Baker signed the Declaration of Acceptance of Office of Chair.

**Nominations and election of Parish Council Vice-Chairman for 2019-2020**

Cllr. Baker proposed and Cllr. Fisher seconded Cllr. Lee for the position of Vice-Chairman of the Parish Council. Cllr. Lee was elected unanimously. Cllr Lee signed the Declaration of Acceptance of Office of Vice-Chair.

Cllr. Baker then asked the councillors to take the following specific responsibilities within the Parish Council:-

**Village Greens & Estate:** Cllrs Baker, M. Francis and D. Marshall

**Village security & Speedwatch:** Cllr F. Frindle

**Planning Sub-Committee:** Cllrs S. Lee (Chair); M.Fisher, R. Ryan

**Woodland Sub-Committee:** Cllrs F. Frindle, M. Fisher, Z. Rutterford

**Essex Highways:** Cllr G. LeCount

**Treasury matters:** Cllr M. Fisher

**Village Hall:** Cllr D. Marshall

**Chickney Road area:** Cllr M.Francis

**Pledgdon Green area:** Cllr Z. Rutterford

**Old Mead area:** Cllr R. Ryan

**1. Apologies for Absence:** Cllr Z Rutterford; County Cllr R. Gooding

**2. Approval of the Minutes of the Last Meeting**

The minutes of the April 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. A report by Essex Field Club was previously circulated. Their advice was to keep the ducks out of the newt pond. Chair will write to them seeking further information regarding their suggested planting advice.
- (ii) **Pavement outside Snow Cottage** – It was previously agreed the puddling on the pavement outside Snow Cottage would be examined. A contractor is looking at the area for a solution. A resident has helpfully shown why the area might be prone to flooding, this theory has been passed to the contractor.
- (iii) **Storm damage on High Street** - The Chair has appointed an arborist to inspect our trees. This will cost £1300 to inspect all trees in the village on greens owned by the Parish Council. This work is required by the Council's insurers to meet legal requirements.

- (iv) **Potholes by the Church triangle** – a resident has written to the Clerk expressing concern regarding the potholes by the Church. It was agreed the Chair would obtain a quote for pothole repairs.
- (v) **Poplar Hall** – Cllr Marshall updated the Parish Council. It was agreed he would arrange to clear out the remaining vegetation along the wall facing the pub and re-seed with grass.
- (vi) **Pond railings** – The previous painting of the pond railings has not lasted very well and the railings are looking unsightly. Following a discussion it was agreed to appoint Mr Mower who will repaint the railings by the two ponds for £335.00.

**Woodland** – update from Cllr Frindle who will advertise and organise a sub committee consisting of Cllrs Frindle, Fisher and Rutterford and any interested residents.

**Village Hall** – update from Cllr Marshall. Mr Dacey has been instructed to advise the Parish Council to project manage the village hall project. Cllr Baker, Mr Dacey and Mr Brennan had a meeting to discuss the Costs Estimate with a view to arranging an EGM in a couple of weeks for Cllrs to discuss the project going forwards.

**Speedwatch** – update from Cllr Frindle. An advert for more volunteers will be placed in the Dragon soon.

**London Stansted Airport Biodiversity Week** – The airport is offering free silver birch trees to local councils, email circulated prior to the meeting. Cllr Francis continues to liaise with London Stansted.

**Fitness training on Village Green** – The Chair has been approached by a personal trainer whether she can use the village green for 1 hour a week for a personal training session. Following a discussion it was agreed this would be permitted so long as no nuisance is caused to residents.

**Abbotsford Bridge repairs - Hall Road Closure** - Further to vegetation clearance works carried out in March 2019, Essex Highways has confirmed the next phase of works at Abbotsford Bridge, which is located on Hall Road (an unclassified road) in Elsenham is set to begin and that Essex Highways Letters were being sent to local residents in April to make them aware that **reconstruction works will start from 13 May with the support of a full (24 hours a day) road closure. Due to the nature of the work being carried out, no vehicles will be permitted through the road closure until the works are complete (approximately six months).** A temporary footway will be installed to provide access for pedestrians and dismounted cyclists. The watercourse and utility supplies will also be temporarily diverted to allow the removal of the existing structure and new bridge to be reconstructed. Properties on Hall Road will be fully accessible from either side of the closure points, via a formal diversion that will be in place. Care has been taken to avoid narrow lanes at Pledgdon Green, i.e. Brick End Road, Henham and Church End Lane when considering the diversion route. Updates will be posted on the village website and Facebook pages during this period. Please also refer to the website for 7/7A timetable: <https://trustybus.net>

**Drones** - A recent number of incidents in Henham, in relation to the flying of drones over the village, are causing concern to the Parish Council. Residents are reminded that it is illegal to fly a drone within 5 km of an airport. In addition drones cannot be used to encroach on someone's privacy. A recent incident of a drone encroaching on the privacy of residents drew a rapid response as a result of the action by the Parish Council.

**Dangerous dogs** – Cllr Frindle has received another report of a dog acting dangerously. The Parish Council reminds villagers of their responsibilities and the law: Under the **Dangerous Dogs Act 1991** - **It is an offence to have a dog dangerously out of control if it (a) injures someone or (b) makes someone worried that it might injure them.** Residents are urged to have their dog under control at all times.

(ii) Finance

<b>Receipts</b>				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>		
UDC	precept	£19,285.50		
<u>To Whom</u> (Invoice no.)	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M. Dacey	Clerk's salary (April)	£ 386.31	£ 0.0	£ 386.31
N Baker	Refund for retiring Cllrs flowers	£40.00	£0.0	£40.00
Railton TPC Ltd (1910)	Transport advice re Chickney Road	£1,369.61	£0.0	£1,369.61
P. Knott (60377)	Grass cut 3/4 & 17/4	£870.00	£0.0	£870.00
S. Lee	Refund for Clerk's laptop virus protection	£31.44	£6.29	£37.73
Henham Village Shop Association Ltd (H00046)	Post Office Feb-May 2019	£2,083.50	£0.0	£2,083.50
MBA Structures Ltd (1040)	Village Hall structural report and calculations	£750.00	£150.00	£900.00
Treecology (01032)	Various tree work in village	£1025.00	£0.0	£1025.00
JRB Enterprise Ltd (19670)	Dog poo bags	£58.04	£11.61	£69.65

**Treasury Management Investment Policy and Strategy 2019/20 – Cllr Fisher – nothing to report.**

Henham Parish Council Receipts and Expenditure records for Quarter 2 and Quarter 3 of 2018-2019 financial year were approved by Cllr Fisher.

(iii) Planning and Developments

**Applications:**

- **UTT/19/0966/FUL** – proposed Variation of condition 11 (Removal of existing building) on UTT/18/3370/OP - to read "Prior to occupation of the first dwelling of the development hereby approved in principle, all of the existing buildings shown coloured in green as number annotated on the 'buildings to be retained and demolished' plan drwg. ref. 218069 VOC 001 B dated 24/04/19 (i.e. Buildings 1-13) shall be demolished and any materials arising therefrom not used in the development permitted shall be removed from the site" - Land South Of The Farmhouse Old Mead Road
- **UTT/19/0899/FUL** - Section 73 retrospective planning application for change of use of barn to gym, (alternative to that approved under UTT/16/2801/FUL), to include construction of external ramps, raised decking and training equipment on agricultural land, retention of air conditioning units, increase in opening hours, and provision of part-time beauty room and hairdressers. Change of use of part of brewery to additional gym space and part-time physiotherapy room to include small single storey link between the two buildings - Parsonage Farm Church End. The Clerk declared an interest and left the meeting.
- **UTT/19/0900/LB** – proposed conversion of part of brewery building to additional gym space and physiotherapy practice room. Single storey link extension between existing gym building and brewery building - Parsonage Farm Church End

- **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 19<sup>th</sup> December but will be pushed back to June 2019.

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

- **Hill Top Yard (UTT/15/0623 – Enforcement – removal of 5m lights)** – 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 and the case officer is Gary Collins.

**Appeals:** None

**Decisions:** None

- (iv) **Highways – UPDATE from Cllr LeCount: No meeting with Rissa Long at ECC until after the local elections.**

Repairs to entrance of Old Mead Lane – There is some differing opinion on ownership of the entrance with Essex Highways but OLMRA's understanding is that the lane truly begins at the gate which is about 2 metres into the turning. Cllr LeCount to liaise with Essex Highways.

Hall Road Henham The Henham Parish Council agreed to pay for the installation of a 40mph buffer zone at this site – **Actual date to be advised**

**Residents are encouraged to also report any matters to Essex Highways direct via the Essex Highways web site [www.essex.gov.uk/highways](http://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 Chair from a personal trainer. Email to Clerk re potholes by Church.

Planning Applications - see 4(iii) above

- Clerk – approximately 200 emails in April 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. Please refer to the village website for further updates.

## 8. Governance – Nothing to report.

**9. Local Plan** – The sessions of the Examination of the Uttlesford Local Plan have now been confirmed and will take place in two stages: **Stage 1 will solely cover legal and procedural matters, duty to cooperate (DtC), objectively assessed needs for housing and employment land, the spatial strategy, strategic infrastructure and London Stansted Airport and the proposed garden communities.** If following the Stage 1 hearing sessions, the Inspectors are satisfied that the relevant legal duty has been met and they consider the Plan is legally compliant and capable of being found sound on the matters considered at Stage 1 the examination will move on to Stage 2. **Stage 2 will consider development management type policies and the site allocations.**

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

#### **10. Henham SOV 100 Club draw Cllr. Fisher –**

Nick Baker and Mareike Dacey conducted both the March and April 100 Club draws. They drew from a black bag containing 155 lottery balls.

The winning March numbers were:

1st Prize Number 23 (A Ttofalli) £225  
2nd Prize Number 120 (D Brown) £109  
3rd Prize Christmas Bonus Ball £54 Cumulative total £219

The winning April numbers were:

1st Prize Number 104 (B Smith) £225  
2nd Prize Number 133 (A&C Eardley) £109  
3rd Prize Christmas Bonus Ball £54 Cumulative total £273

Total funds received per draw were £775. Half will be paid in prizes with the balance of £387 paid to Henham Parish Council SOV Funds.

#### **13. Date of Next Meeting**

The Annual Parish Council meeting will be held on Thursday 6<sup>th</sup> June 2019, 7:30 at OSCA

***Mareike Dacey, Clerk***