

HENHAM PARISH COUNCIL
Minutes (unapproved) of a Council Meeting

Date: Thursday 7 July 2022

Time: 7.30pm

Venue: OSCA, Henham

Present: Cllrs N Baker, S Lee, P Franklin, M Fisher, Z Rutterford, J Leech and Clerk M Dacey

1. Apologies for Absence: Cllrs G LeCount, M Francis, District Cllr P Lees, County Cllr R Gooding

2. Approval of the Minutes of the Last Meeting

The minutes of the 9 June 2022 meeting was approved and signed by the Chair.

3. Matters Arising

4. Reports and Recommendations

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

(a) Lindens/village hall – It was agreed that work on the right hand side of the boundary fence at the Village Hall will commence, the nettles will be sprayed, with clearing of the general area and putting up posts to hold back the existing fence.

(b) Greens damage – (1) Chair brought up the Contractors Greens Damage 9 item 4(i)(b) at the Parish Liaison Meeting. UDC CEO said it was a matter for UDC Planning Enforcement. He did except that UDC Enforcement had a very poor record of achievement but hoped things were now improving, especially with a new Chief Planning Officer arriving. **(2) Other areas** - General greens erosion in the village causing other potholes. Cllr Leech previously presented a comprehensive document with supportive photographs and examples of honeycomb matting. It was agreed that the Chair and Cllr Leech would identify where this sort of protection would be useful. **(3) Flooding on Greens at Crow Street** – rainwater not draining away and pooling on greens. The Chair has reported the leak to Thames Water. Ref no.144902. It was previously agreed that the Chair would follow up on Thames Water visit on 24 April. Thames Water confirmed it is not a sewage leak. Chair has reported it to Affinity Water together with the leak at the top of Woodend Green. The Woodend Green leak has been repaired but not the Crow Street one.

(c) HPC Greens by Church – The Parish Council in a further discussion at last month’s meeting decided it required more clarification of details relating to the request by the Church to use the greens in connection with its construction project and awaits the HPCC response to these further questions.

(d) Signage by Highfields – The Parish Council has received a request from the residents of Highfields to erect signage “Highfields Private Road” just by the telephone pole on the left hand side of the lane, close to the shingle so as not to impact grass cutting or pedestrians. They are hoping to install a slate sign on 2 wooden posts 600x300mm, similar to the one for The Chase, approved subject to agreement on location with Chair.

Village ponds – Our Ecologist Will O’Connor gave a short presentation about the Farming & Wildlife Advisory Group who have written to the Parish Council about a funded pond conservation project they are delivering on behalf of Natural England. Following a discussion it was agreed that he would liaise with the Group with a view to receiving support for our ponds. Work to resolve the drainage issues with the Crow Street pond will be put on hold until we have received further guidance from the advisory group.

General maintenance – The Chair has liaised with our contractor to provide a list of general maintenance works for the village. Works are ongoing

Salt bins – It was agreed to replace the School Salt Bin, reposition the Plegdon Green Salt Bin and remove the Chickney Road salt bin.

Village Hall – New signage has been installed. The Clerk has been liaising with Cllr Fisher and the Chair regarding the legal position on awarding contracts. The tender process is very arduous for

any contracts over £25k. ECC have confirmed a Covid Grant is being awarded in the sum of £8565. Stansted Airport have also provided a grant of £765 towards the new window. Another grant was awarded of around £3000.

PCSO – The Chair confirmed that UDC will pay for the fees that Elsenham PC used to contribute, having dropped out of the scheme. Henham will now receive 33% of the PCSO’s time (used to be 25%). The PCSO had a walk around Pledgdon Green with Cllr Rutterford and OML and OMR with Cllr Franklin and organised fire safety checks for residents with the fire rescue team.

Speedwatch –The new speed gun is on order.

Clothing Bank – The clerk has previously circulated details of a charity’s request for a clothing bank in the village. Following a discussion it was decided that a suitable site could not be identified, residents can use the site at Elsenham.

Defibrillator training – Defibrillator Training OSCA 10.30 Saturday September 10th. The unit is located by the main door at OSCA.

Wayleave request – Cllrs have previously been circulated a request from UKPN regarding a request from a local land owner to provide an upgraded electricity supply to their site as per the attached plan. Unfortunately we need the right to fell or lop trees around our equipment as branches growing into the lines can cause reliability issues with our network and power cuts, in which case the right for access would be required to repair the fault. standard Wayleave payment for a new pole like this would be currently be in the region of £33 per year. It was agreed that the Chair will liaise with UKPN and arrange a site meeting.

Parish Liaison Meeting – The Chair attended the Parish Liaison meeting with CEO of UDC on 21 June. Most of the meeting took up with discussions on Local Plan. A new proposal for 2000 extra homes has been received. UDC have decided to allow its inclusion in the Local Plan process which will delay the process by 6 months. Location not disclosed. Now expected that successful sites will be disclosed in Nov 2022. UDC still trying to get Carver Barracks included but MOD are not agreeing. Looking at 1 or 2 Garden Communities plus extra houses in Villages etc. UDC has a substantial infrastructure deficit, population expected to rise from 80,000 residents now to 120,000 at the end of the plan period. Stansted Airport expansion enquiry costs are high, UDC has offered 1.4 million pounds to MAG and await their reaction. UDC costs were 1,057 million.

RCCE – It was agreed to renew membership £60.50 plus VAT.

SAW – It was agreed to donate £250.00 to SAW (formerly SSE), Cllr Rutterford proposing, Cllr Fisher seconding, agreed nem con.

(ii) Finance

Receipts		
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>
Jubilee Fete Committee	Cash from BBQ and Bar	£3,614.10
UDC	Jubilee Grant	£1,000.00
HMRC	VAT refund	£12,224.33
Daniel Robinson & Sons	Cemetery fee	£375.00
SOV 100 Club	March draw	£405.00
SOV 100 Club	April draw	£408.00

<u>To Whom</u> (Invoice no.)	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M Dacey	Clerk's salary (May)	£419.89	£0.0	£419.89
JMM Burnell	Balance Band Fee for Jubilee Festival	£1000.00	£0.0	£1000.00
Leanne S Pharaoh	Balance Band Fee for Jubilee Festival	£800.00	£0.0	£800.00
N Brogan	Refund for festival food and drink	£724.25	£0.0	£724.25
J Munday	Refund for festival food and drink	£243.35	£0.0	£243.35
Elaine Randall	Refund for festival food and drink	£99.40	£0.0	£99.40
Mark Fisher	Refund for festival band cash	£300.00	£0.0	£300.00
N Brogan	Refund for Festival food (butcher meat)	£480.00	£0.0	£480.00
S Bambridge	Refund for Fete Committee shelving	£78.32	£15.67	£93.99
Castle Water	Allotment water bill	£46.52	£9.31	£55.83
Treecology (01502)	Cemetery hedge cut	£300.00	£60.00	£360.00
J Munday	Refund for festival decorations	£74.07	£14.82	£88.89
CZ Design & Print	Jubilee Festival leaflets	£84.00	£0.0	£84.00
P A Knott (61760)	Grass Cut 1/6, 16/6, 29/6	£1365.00	£0.0	£1365.00
Ricki Shelsher (1023)	Village signs and window cleaning	£50.00	£0.0	£50.00

Treasury Management Investment Policy and Strategy 2022/23 – Cllr Fisher- Nothing to report.

Signing of AGAR 2021-22 for Henham PC – The Year-End Accounts have been submitted to the external auditor by the clerk.

Clerk Bonus – The Parish Council has agreed to award the clerk a 2 month salary bonus.

(iii) *Planning and Developments* –

- **UTT/22/1677/HHF** - Proposed attic bedroom window to side elevation, Swallow Cottage Chickney Road
- **UTT/22/1750/HHF** – proposed Enlargement of existing rear facing single storey, flat roof conservatory, 11 Mill Road
- **UTT/22/1406/HHF** – “Lynwood”, Old Mead Lane, Henham CM22 6JJ – Planning subcommittee have submitted comments to UDC planning regarding height.
- **The Barn, Old Mead Road** – Planning decision is still awaited.

Breaches: Continuing breaches at Cedar Cottage- This is now under an enforcement notice which becomes operational and effective on 31/1/22. Parish Council continues to monitor the situation. The clerk emailed UDC enforcement for an update 10/6/22 and UDC confirmed that a compliance check will be undertaken after the 9 month compliance period lapses. Failure to comply with a notice is an offence and UDC have the options to prosecute for the non-compliance, take direct action and carry out the works and put a charge on the land or do nothing.

INV/22/0111/C - ALLEGED BREACH: Unauthorised building of an annexe, Land North Of North Hall Road Henham. (27/05/22) UDC have received a request of an alleged breach of planning control at the above location. The Council are investigating the alleged breach, however, this does not mean that any formal action is being taken at this stage. The priority for this enquiry is C. This means that the officer will carry out a site inspection within 10 working days.

ENF/21/0232/C - ALLEGED BREACH - 1. Unauthorised Wooden Structure in back garden - 2. Gazebo dimensions may not be within permitted development AT Chestnut Rise Old Mead Road Henham – UDC finding Not expedient to continue.

Appeals: Appeal Allowed and Costs Awarded - APP/C1570/W/21/3282082 - UTT/21/1666/OP - Land at Old Mead Road

Mill Road Development : The Chair wrote to UDC planning on 11/1/22 requesting information regarding the S106 Agreement and will continue to ensure that the Parish Council is kept informed on matters relating to the development. The Chair has now received a response from the UDC development manager. The Chair will review the UDC response and will ask UDC to provide any updates as soon as they hear from the developer.

Bloor Homes Development: The Parish Council is aware of flyers being dropped by Bloor Homes to residents in Elsenham consulting on a proposal for a further 200 homes. The area actually falls within the parish of Henham by the train station and not within the parish of Elsenham. The Parish Council will be monitoring the issue closely.

(iv) *Highways –*

North Hall Road: Road Closure: Notice received of intended closure of North Hall Road, due to commence on 12th February 2022 for a further 266 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes retaining wall. The link to the webpage is on the village website. Cllr Leech expressed concern as to the state of the road which has fallen into disrepair due to non-use and will send photos to Cllr Gooding in order to establish how much of the road will be tarmacked following completion of the works. A resident gave a presentation at the meeting regarding the latest issues with NHR having conducted a traffic survey. **No further updates as County Cllr Gooding not present at the meeting.**

An enforcement file has been opened ENF/21/0204/C regarding the application for a residential site application on North Hall Road. A new enforcement officer has been appointed by UDC.

Hall Road, Henham: No further updates as County Cllr Gooding not present at the meeting.

Mill Road/School Road yellow lines – No further updates as County Cllr Gooding not present at the meeting.

Pledgdon Green Lane/Brick End Road – Cllr Rutterford is awaiting the schedule of repairs for review, County Cllr Gooding to chase EH for this and an update on the quiet road application. Potholes are being repaired – road closure to facilitate the repairs 11 July for 5 days.

OMR-OML road signs – No further updates as County Cllr Gooding not present at the meeting.

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.

Residents are encouraged to report unsafe or dangerous parking in our village to: swilliams@uttlesford.gov.uk

Stansted Airport Limited operates a Freephone number for reporting suspected on-street airport related car parking. The Freephone number is: 0800 7312385

5. Correspondence

Sent/Received:

Planning Applications - see 4(iii) above

- Clerk – approximately 250 emails in June 2022. Email from directors of Highfields re signage, UKPN re wayleave

6. Waste and Minerals Development Issues – Nothing to report

7. SAW (Stop Stansted Expansion) – The airport recently shared details of the work London Stansted Airport had completed as part of Stage 2 of the CAP1616 process for airspace change. The Civil

Aviation Authority (CAA) approved this work in April this year. You can view the full final Stage 2 submission on their website www.stanstedairport.com/futureairspace/ and on the CAA's airspace change portal [Airspace change proposal public view \(caa.co.uk\)](http://airspacechangeproposalpublicview.caa.co.uk)

8. Governance – Nothing to report.

9. Local Plan – Delay to the local plan timetable due to UDC stating they will be exploring “an important new series of site opportunities that were not previously on the table from the call for sites”.

10. Henham SOV 100 Club draw Cllr. Fisher –

May 163 Members

1st Prize Number 133 (A&K Eardley) £236

2nd Prize Number 112 (Mrs S Martineau) £114

3rd Prize Christmas Bonus Ball Accumulator £57 Cumulative total £342

Total funds received per draw were £815. Half will be paid in prizes plus the cumulative Christmas Bonus Ball with the balance of £408 paid to Henham Parish Council SOV Funds.

June 163 Members

1st Prize Number 59 (J & P Loader) £236

2nd Prize Number 147 (Mrs A Gill) £114

3rd Prize Christmas Bonus Ball Accumulator £57 Cumulative total £399

Total funds received per draw were £815. Half will be paid in prizes plus the cumulative Christmas Bonus Ball with the balance of £408 paid to Henham Parish Council SOV Funds.

11. Date of Next Meeting

The next Parish meeting will be held on Thursday 1st September 2022 at 7:30pm at OSCA – Everyone Welcome. There is no meeting in August.

Mareike Dacey, Clerk