

HENHAM PARISH COUNCIL

Minutes (unapproved) of an Annual Parish Council Meeting

Date: Thursday 4 April 2024

Time: 7.30pm

Venue: OSCA, Henham

Present: Cllrs N. Baker, S. Lee, M. Fisher, P. Franklin, J. Leech, G LeCount, C. Walker, Z. Rutterford, Clerk M Dacey and County Cllr R. Gooding

Election of Parish Council Chair for 2024-2025 – proposed Cllr Baker by Cllr Le Count seconded by Cllr Fisher. Passed nem con. Cllr Baker signed the Declaration of Acceptance of Office of Chair.

Election of Parish Council Vice-Chair for 2024-2025 - proposed Cllr Lee by Cllr Baker, seconded by Cllr Walker. Passed nem con. Cllr Lee signed the Declaration of Acceptance of Office of Vice- Chair.

Declaration of interests: The Chair reminded Councillors of their duty to declare any relevant personal or pecuniary interests.

1. Apologies for Absence: District Cllrs P. Lees and B. Donald and PCSO

2. Approval of the Minutes of the Last Meeting

The minutes of the 6 March 2024 meeting was approved and signed by the Chair.

3. Matters Arising –

4. Reports and Recommendations

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

- 1 Greens damage** – Nothing to report as it has been too wet, inspection early May.
- 2 Greens Bylaws** – Chair has circulated a final draft of the revised bylaws to Councillors for their comment. Chair to feedback Councillors' comments to our solicitors.
- 3 Coronation commemoration** – Nothing to report other than Cllrs Fisher and Leech will be meeting to discuss siting of the structure and clerk to notify insurers once installed.
- 4 Tree Inspection** – Our contractors quote for the tree works £1680 plus VAT was agreed Nem con.
- 5 Church works** – Cllr Lee reported no significant issues.
- 6 Resurfacing The Row** – The Row path falls within the ownership of the Henham Parish Council as it is part of the greens. Repairs to be undertaken in due course. At present too wet to lay surface.
- 7 The Bury** – Nothing to report.
- 8 Village ponds** - Investigating title to village ponds which appear to be unregistered.
- 9 No parking Signage opposite school lane** – A resident has contacted the Parish Council to see if the no parking sign on the greens opposite School Lane could be updated as it is currently in a bad state of repair and then re-positioned. Chair has confirmed to resident that sign will be replaced.

Portrait of King – The government is issuing free portraits of the King. Chair has consulted with OSCA committee who have agreed that HPC can apply for a free portrait, the parish council will pay for framing with installation in OSCA, exact location to be agreed. Portrait has now been ordered by the Chair and will be delivered shortly.

Village ponds/Woodland – Cllr Walker has been liaising with the National Trust and attended a productive site meeting with the Chair and a NT representative on 21/3/24. Advice is to leave the Woodland as it is due to it being a haven for wildlife. Following a discussion, it was agreed that Cllr Walker would liaise with the Woodland Trust to explore this further.

Village Hall – Nothing to report.

PCSO – The PCSO is visiting the village shop on the following dates, residents are encouraged to use this opportunity to raise any concerns they may have 5th April - 1045-1200, 24th April - 1045-1200. Chair has been liaising with the police and UDC regarding the PCSO contract renewal and attended a meeting regarding funding 28/3/24 with another meeting on 8/4/24. UDC have not invoiced the Parish Council for over a year.

Speedwatch – Nothing to report.

Management of Pledgdon Green – Nothing to report.

Website – Nothing to report.

Village Broadband – Nothing to report.

D Day June 2024 celebrations – Nothing to report other than confirmation that the event is being covered by the fete committee's own insurance and a D Day flag has been received by Cllr Lee.

Stansted/Elsenham Surgery merger – Nothing to report.

Community Garden – A local company has approached the Parish Council about establishing a community garden for the benefit of local residents. A meeting date originally booked for 26th March with the Chair and Cllr Walker has been postponed and will be rearranged.

(ii) Finance

<u>Receipts</u>				
<u>From Whom</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
<u>To Whom</u> <u>(Invoice no.)</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
M Dacey	March Salary	£462.30	£0.0	£462.30
Tees (FEB/2360-43)	Barrister advice re Village Greens	£1600.00	£320.00	£1920.00
Treecology (02012)	Church Yard hedge cutting	£350.00	£70.00	£420.00
Treecology (02021)	Cemetery hedge cutting	£350.00	£70.00	£420.00
Henham Village Shop Association Ltd (H00066)	Post Office Fees Feb- May 24	£2394.25	£0.0	£2394.25
Ricki Shelsher (1112)	Village Window and signs cleaning	£50.00	£0.0	£50.00
Philip Knott (62395)	Grass cut 8/3 & 20/3	£960.00	£0.0	£960.00

Treasury Management Investment Policy and Strategy 2023/24 – Cllr Fisher- Nothing to report.

2023-2024 Accounts – Q3 Accounts for 23/24 have been submitted by the clerk to Cllr Fisher for review and approval.

(iii) Planning and Developments –

- **UTT/24/0558/FUL** Land West Of Garrolds Farm Woodgates End Broxted- change of use to create a car park. NB information of this planning application has been provided by Broxted Parish Council and this application relates to a proposed car park for airport-related visitors, The farmland extends towards Pledgdon Green.
- **UTT/24/0859/HHF** – proposed floor rear extension, conversion and extension of existing store to form garden studio and fenestration and cladding alterations, Orchard House Carters Lane
- **UTT/24/0878/HHF**- Replacement of existing domestic outbuildings with a new outbuilding containing cart lodge, workshop and store. Alterations to existing site access, Meadside Old Mead Road

Breaches: none

Appeals: none

Developments: Mill Road Development : Cllr Walker is taking the lead on this and is liaising with the developer's agents and residents. The Developer has confirmed that the project website has been uploaded (<https://newhomesforhenham.co.uk/>). This provides basic information about the proposals and has facilities for residents to register for updates and ask questions. The Chair and Cllr Walker met with the Developers Bellway Homes and their agents on 14 March 2024.

UTT/24/0670/DFO – proposed Details following outline application UTT/20/0604/OP for the development of 45 no. dwellings and associated landscaping and new open space - details of layout, scale, appearance and landscaping (including details to discharge condition 8), Land South Of Vernons Close Mill Road – sub-planning committee will review and respond before deadline on 1/5/24.

Bloor – UTT/23/2063/DFO – proposed Details following outline approval of reserved matters (comprising landscaping, layout, scale and appearance) pursuant to outline approval S62A/2022/0012 (UTT/22/2760/PINS) for the development of 200 residential dwellings along with landscaping, internal roads, public open space and associated infrastructure works, Land East Of Station Road. Sub planning committee has submitted its concern with UDC planning regarding proposed run off to OMR. Sub planning committee have now submitted concerns with UDC regarding proposed run off to OMR 3/4/24

Bedwell Road - UTT/24/0543/OP – Proposed Outline planning permission with all matters reserved except access for the erection of up to 240 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point, Land North of Bedwell Road And East Of Old Mead Road Ugley And Henham. Chair has written to UDC requesting an extension for submitting objection due to tight time frame with Easter, UDC have agreed to extend deadline to 15/5/24. Elsenham Parish Council has instructed a noise expert, sub-planning committee have recommended the Parish Council contributes half towards the estimated £1500 initial cost, previously agreed by Cllrs via email. The Chair informed Cllrs that the s106 applications for this project include a contribution to Elsenham Community Hall, a contribution to an extension to Elsenham Surgery and clearance work in Henham Parish following the closure of a railway crossing.

Decisions: none

- (iv) **Highways – Update OMR-OML** –Nothing to report other than OMR closed 3/4/24 for 3 days for EH to carry out drainage investigations and repairs.

HGV waste lorries – Cllr LeCount to review.

School parking - County Cllr Gooding has commenced steps to organise School Lane as a 'School Street' on arrival and departure times, this is ongoing, Travel Plan to be put in place as part of this process.

Toot Toot signage – County Cllr Gooding confirmed that this will be on the Highways Panel scheme for next year.

Potholes – County Cllr Gooding is reporting issues with Little Henham to EH, Cllrs raised concerns that there are also urgent issues with Thaxted Road and Pledgdon Green.

Brick End Lane – Cllr Rutterford has raised concerns with EH and Environmental Health regarding fly tipping causing blockage and heavy damage caused by diversion route.

Residents are encouraged to also report any matters to Essex Highways direct via the Essex Highways web site www.essexhighways.org (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: various enquiries via PC website

Planning Applications - see 4(iii) above

- Clerk – approximately 250 emails in March 2024.

6. Waste and Minerals Development Issues - Local Plan Review – 2025 to 2040 – The proposal is that the quarry is extended right down to the B1051, Pledgdon Green lane, Pledgdon Green. The consultation was originally from 6th February to 19th March 2024, extension until 9/4/24. HPC Response now completed and advice for residents posted on FB and the website. Stansted, Elsenham and Broxton Parish Councils are also responding. Cllr Rutterford ask about the UDC response to the consultation. The Chair will find out and inform Cllrs. The Parish Council thanks all residents for their comments.

7. SAW (Stop Stansted Expansion) – SAW has provided advice on how to respond to the consultation regarding Stansted Airport Night Flights. Cllr Fisher to prepare the Parish Council's response and encourage residents to respond via website/Facebook.

8. Governance – nothing to report

9. Local Plan – Documents related to the local plan can be found at: www.uttlesford.gov.uk/new-local-plan. **(1) Local Plan numbers allocation** - Chair's letter regarding the incorrect allocation of 200 Bloor homes to Elsenham Parish has been sent to UDC and was acknowledged by UDC but unfortunately no amendments have been made to the published draft local plan. Chair submitted comments on the Local Plan on behalf of Henham Parish Council. Elsenham Parish Council is supporting the fact that the 200 houses have been wrongly allocated to their parish. Sub-planning Committee has recommended to councillors that legal advice is sought now in readiness should UDC not reallocate the 200 homes in the Henham Parish, potential legal fees would be £1000-1500 plus VAT plus costs for a junior barrister for expert legal advice, this recommendation was agreed by Cllrs. The Chair and Cllr Walker attended a local plan meeting organised by UDC on 21/3/24. The Local Plan team have changed the rules and not allocated the 200 houses to Henham on a Parish basis as they are now based on a Settlement basis not a Parish basis. Therefore the 200 have been allocated to Elsenham not Henham. Minutes of planning sub-committee meeting held on 25/3/24 have been circulated to all Cllrs prior to this meeting. Solicitors have now been instructed. **(2) Neighbourhood plan** - UDC have requested HPC to decide by 8th April whether it wanted to either (a) engage in a Neighbourhood plan to allocate the 112 houses required in the Local Plan or

(b) engage in a conversation with UDC Planning who would then allocate sites. Following a lengthy discussion, it was agreed that the Parish Council would engage in the Neighbourhood Plan process, proposed by Cllr Lee, seconded by Cllr LeCount, approved nem con. Chair to confirm this to UDC in writing.

10. Henham SOV 100 Club draw –

February Draw

J Franklin conducted the Feb draw. She drew from a black bag containing all current members lottery balls. The winning numbers were:

1st Prize Number 106 (J Munday) £228

2nd Prize Number 03 (L Sullivan) £110

3rd Prize Christmas Bonus Ball Accumulator £55 Cumulative total £165

Total funds received per draw were £785. Half will be paid in prizes plus the cumulative Christmas Bonus Ball with the balance of £392 paid to Henham Parish Council SOV Funds.

March Draw

J Franklin conducted the March draw. She drew from a black bag containing all current members lottery balls. The winning numbers were:

1st Prize Number 113 (Jane Smith) £228

2nd Prize Number 6 (R Heywood) £110

3rd Prize Christmas Bonus Ball Accumulator £55 Cumulative total £110

Total funds received per draw were £785 Half will be paid in prizes plus the cumulative Christmas Bonus Ball with the balance of £392 paid to Henham Parish Council SOV Funds.

Many thanks for everyone's ongoing support.

11. Date of Next Meeting

The Annual Parish Council Meeting will be held on Thursday 2nd May 2024, 7:00pm at OSCA. Everyone Welcome. It will be immediately followed by the Parish Council meeting at 7:30pm. Everyone Welcome

Mareike Dacey, Clerk