

**MINUTES OF A MEETING OF GREAT HALLINGBURY PARISH
COUNCIL, HELD ON MONDAY 9th JULY 2018, BEGINNING AT
8.00pm, IN THE VILLAGE HALL**

PRESENT: Cllr Alan Townsend (Chairman)
Cllrs Mark Bloomfield, Andrew Noble and Alan Pinnock

ALSO PRESENT: Mrs Urška Sydee (Clerk)
County Councillor Susan Barker (until item 18/33)
1 member of a public (until item 18/49)

18/29. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs David Barlow, Kaylash Juggurnauth, Vicky Wing and District Council Cllr Lesley Wells.

18/30. DECLARATIONS OF INTEREST

None.

18/31. PUBLIC PARTICIPATION (limited to 15 minutes)

None.

18/32. MINUTES OF PREVIOUS MEETING

On the page 17, item Calendar of meetings, AGM next to March 2019 meeting was replaced by APM and AGM was added to May 2019 meeting. The minutes of the meeting held on 14th May 2018 with amendments above were approved as a correct record of the proceedings and signed by the Chairman.

Chairman proposed to bring item 18/35 Reports from District and County Councillors forward. All agreed.

Member of the public arrived (20.07)

18/35. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

County Cllr Susan Barker emphasized that it's important that Parish Councils submit their comments re Local Plan Pre-Submission Consultation. She explained certain topics and answered few questions that Councillors had.

The meeting was back to agenda order.

County Cllr Susan Barker left (20.19)

18/33. MATTERS ARISING FROM PREVIOUS MEETING

None.

18/34. CHAIRMAN'S COMMUNICATIONS

Chairman, Cllr Alan Townsend asked about:

- Pads for defibrillator. The Clerk advised she would order them through their web site soon after the meeting as the current are still valid until the end of July following the advice given by Community Heartbeat.
- Acme – is there a date set for the meeting. Clerk advised there was no reply to her email.
Resolved: Clerk to chase the reply, copying County Cllr Susan Barker on her emails.

Chairman also reported that:

- The green box for fibre was installed to cover the fast broadband for the village; expected to be finished in September 2018.
- He went to the opening of the Woodside Barn in Woodside Green
- He attended executive committee and AGM of EALC
- The Grove No 9. garden issue was resolved
- Enforcement officer investigated the sewerage smell over the churchyard and would take the relevant action

18/36. CONSULTATIONS

a) Uttlesford District Council Local Plan Pre-Submission

To consider the response on the Uttlesford District Council's local plan pre-submission consultation; deadline 5pm on 13 August 2018. Email circulated 26/06/2018.

Chairman, Cllr Alan Townsend advised he is reading the Local Plan Pre – Submission currently. He agreed to submit comments on behalf of Great Hallingbury Parish Council once he finishes reading it.

All were in agreement for the Chairman to do so.

b) Uttlesford District Council Statement of Principles the Gambling act 2005

To consider the response on the Uttlesford District Council's statement of principles the gambling act 2005; deadline 13 August 2018. Email circulated 02/07/2018.

As it doesn't affect the Council, it was agreed to not respond.

18/37. HIGHWAYS MATTERS

None.

18/38. AFFORDABLE HOUSING

Nothing new.

18/39. SCHOOL BUS STOP

Dealt with in item 18/34 Chairman's Communications.

18/40. HALLINGBURYS' SPEEDWATCH GROUP

Cllr Alan Townsend reported that there was a speedwatch in Little Hallingbury and that four people were caught speeding.

18/41. GOVERNANCE

a) Risk Register

The Risk register was approved.

b) Standing Orders

It was agreed to consider adopting Standing Orders on one of the future meetings.

c) Financial Regulations

It was agreed to consider adopting Financial Regulations on one of the future meetings.

d) Internal Controls

The internal controls were approved.

e) General Data Protection Regulation

The Privacy Notices and consent form were adopted.

18/42. SALT BAG PARTNERSHIP SCHEME FOR WINTER 2018/2019

It was agreed to participate in salt bag partnership scheme for winter 2018/2019.

Resolved: Clerk to submit the application form and email Cllr Tom Streeter as he is storing the salt.

18/43. PETITION

The Council agreed that it's not affecting Great Hallingbury Parish so therefore it won't sign the online petition re Government to fast-track fracking.

18/44. CORRESPONDENCE

a) Received correspondence:

- EALC – E Bulletins, Legal Update, County Update and Training Bulletins. Circulated on various dates.
It was agreed that the clerk submits the nomination form for the Chairman, Cllr Alan Townsend for the Buckingham Palace Garden Party.
- Stop Stansted Expansion – campaign update and press release.
Noted.
- Uttlesford District Council, Democratic and Electoral Services Manager – link to the full details of the revised scheme, and a statement of reasons for the changes made.
Noted.
- EALC - NALC survey, to be mandatory for planning authorities to adopt regimes using the Community Infrastructure Levy.
Noted.
- EALC - seeking volunteers to sit on a focus group, to help address the issues of social isolation, and health and wellbeing.
No volunteers.
Noted.
- Uttlesford District Council – Community Achievement Awards nomination forms.
Council considered to nominate Cllr Vicky Wing, but is unable at the present as the activity must be going on for at least 5 years.
- Uttlesford District Council, Democratic Services Officer -

next meeting of the Local Councils' Liaison Forum will be taking place on 11 September 2018, at 7.30pm in the Council Chamber, at the Council Offices, London Road, Saffron Walden. Any agenda items with brief summary should be proposed by 20 July 2018.
Noted.

b) Late Correspondence
None.

18/45. FINANCE

a) Payments

The following payments had been made during the period 14th April 2018 to 11th May 2018:

	£
Mark Bloomfield – Material for Bedlars green fence	575.34
EALC – Affiliation Fees	226.83
EALC – CCTV Briefing	55.00
What's On subscription	40.00
Clerk - net salary February 2018	279.25
- stationery	19.99
Clerk's Expenses October 2017 - February 2018	280.69
Clerk - net salary March 2018	279.25
- expenses March 2018	144.61
HMRC - Tax April 2018	69.80

The following payments had been made during the period 12th May 2018 to 13th June 2018:

	£
CPRE – Membership 2018/2019	50.00
Hertfordshire County Council – Stationery	53.91
NALC - LCR Subscription 2018/2019	17.00
Clerk - net salary April 2018	279.25
- expenses April 2018	67.40
BHIB Ltd – Insurance	308.88
HMRC - Tax May 2018	69.80
Clerk - net salary May 2018	279.25
Great Hallingbury Highlights – village magazine	500.00

Noted.

b) Income

Interest – Business Premium Acc	£6.45
Deposit – bursary	£33.75

Noted.

c) Balances on 13 June 2018

Community Acc	£2,771.37
Reserve Acc. (Business Premium Acc.)	£12,948.88

Noted.

d) Budget Update

Received and noted.

e) Approvals

The payments were approved and signed by the Chairman, Alan Townsend.

18/46. PLANNING

a) Application decisions (the Council's comments are shown in brackets)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/17/3372/FUL	Woodside Green Farm, Woodside Green, Great Hallingbury, Hertfordshire, CM22 7UP	Awaiting decision
	Section 73A Retrospective application for the conversion of part of an agricultural building (former parlour) to create 2 no. apartments	(no obj.)
UTT/18/0864/HHF	Start Hill, Thatched Cottage, Stane Street, Great Hallingbury, CM22 7TA	Approved
	Erection of one and a half storey rear extension linked to main house. Erection of detached double garage with external staircase to store room above in the roof space.	(no obj.)
UTT/18/0865/LB	Start Hill, Thatched Cottage, Stane Street, Great Hallingbury, CM22 7TA	Approved
	Erection of one and a half storey rear extension linked to main house.	(no obj.)
UTT/18/0943/HHF	Street Barn, The Street, Great Hallingbury, CM22 7TR	Refused
	Demolition of stables and erection of detached cart lodge.	(no obj.)
UTT/18/1205/HHF	Bedlars Hall, Bedlars Green Lane, Bedlars Green, Great Hallingbury, CM22 7TL	Approved
	Demolish and replace rear conservatory	(no obj.)

All noted.

b) Applications dealt with by the committee:

None.

c) Applications to be dealt with at this meeting:

Application No.
UTT/18/1428/OP

Site and Development
The Anvil, Anvil Cross, Church Road, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UB

Outline application with all matters reserved except access for 1 no. dwelling

No objections.

Application No.
UTT/18/0540/FUL

Site and Development
Four Seasons, Hallingbury Place, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UE

Demolition of existing dwelling and erection of new dwelling and detached garage.

No objections.

Application No.
UTT/18/1492/HHF

Site and Development
Robroyton, 93 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UL

Proposed removal of chimney, erection of two storey rear extension and alterations to roof.

No objections.

Application No.
UTT/18/0825/FUL

Site and Development
Harlow Agricultural Merchants Ltd, Latchmore Bank, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7PJ

Demolition of existing outbuilding and erection of single storey building for gymnasium, storage and garaging. Erection of new boundary wall.

Not applicable as it's in Little Hallingbury.

Application No.
UTT/18/0999/OP

Site and Development
White Cottage, Start Hill, Stane Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TG

Outline application with all matters reserved except for access for two new dwellings and associated garaging
(Previously approved under UTT/15/2387/OP)

No objections.

Application No.
UTT/18/1747/HHF

Site and Development
Belvedere House, Church Road, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TZ

Erection of single storey rear extension

No objections.

d) Late Planning Applications

None.

e) Retrospective Comments to Planning Applications

<u>Application No.</u>	<u>Site and Development</u>
UTT/18/0867/HHF	Oakwood Cottage, Bedlars Green Lane, Bedlars Green Great Hallingbury CM22 7TL

Erection of detached double garage (to replace demolished garage) in new position with dormer windows to storage area on the first floor.

No objections.

f) Enforcement

- i) An update re Land to the south of Howe Green Road, Great Hallingbury was received and noted.
- ii) An outcome of investigation ENF/18/0157/C was received and noted.

g) Appeal

Planning appeal notification from Uttlesford District Council re planning application UTT/18/0361/FUL received and noted.

18/47. MEMBERS' REPORTS

Cllr Mark Bloomfield – he tried to speak with residents regarding Bedlars Green Pond water level, but without success.

Cllr Alan Pinnock – he will raise the monument on the Church Road although the paperwork for England Highways proved to be too elaborate to do it.

All agreed to the proposal to raise the monument and to submit the invoice to England Highways without paperwork required.

– he will replace the tank on Bedlars Green water pump with the wooden barrel.

All agreed.

Cllr Andrew Noble – advised that National Trust used to cut the grass alongside Lewis Mead – next to the noticeboard - but not this year so far. The land is also eroded due to being hijacked by the trucks that used to drive to Stanex when it was located there.

Resolved: Clerk to write to the National Trust asking them when do they intend to cut the grass alongside the Lewis Mead and to point out erosion of the land.

18/48. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY

- Clerk advised that the representative from Volunteer Uttlesford would come to the meeting in September to tell more about the Time Bank.

The member of the public left – 21.20

18/49. NEXT MEETING

The next meeting will be held on 10 September 2018 at 20.00.

The procedural motion to exclude the public was put on the agenda.

Resolved: Public excluded from meeting to progress a confidential staffing matter.

18/50. CLERK'S SALARY - National Salary Pay Scales for 2018/2019 (the public will be excluded for this item)

The Council considered accepting the 2018/2019 National Salary pay scales, to be implemented from 1 April 2018.

Resolved: To accept the pay rise as suggested by National Salary pay scales for SCP22 and to backdate payments from 1 April 2018.

The meeting ended at 21.25

Signed.....
(Chairman)

Date.....