

**MINUTES OF A MEETING OF GREAT HALLINGBURY PARISH
COUNCIL, HELD ON MONDAY 2nd MARCH 2020, BEGINNING AT
7.00pm, IN THE VILLAGE HALL**

PRESENT: Cllr Alan Townsend (Chairman)
Cllrs Jules Baldwin, David Barlow, Andrew Noble and Alan Pinnock.

ALSO PRESENT: Mrs Urška Sydee (Clerk)
District Council Cllr Geof Driscoll
1 member of the public

20/117. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mark Bloomfield, Kaylash Juggurnauth, Tom Streeter and Uttlesford District Cllr Neil Reeve.
All accepted.

20/118. DECLARATIONS OF INTEREST

Cllr Andrew Noble declared interest in item 20/137 b) :UTT/20/0336/DFO because of being his project.

20/119. PUBLIC PARTICIPATION (limited to 15 minutes)

- The Chairman reported that he was contacted regarding No 9 The Grove as there was some work in progress.
- The Chairman was informed that airport parking might be going on at the path near the property 'Roya Manzel'

20/120. MINUTES OF PREVIOUS MEETING

It was agreed to amend the minutes:

- p. 104, item 20/95 to add 'regarding' in first line after word 'given' so it reads: A presentation was given regarding houses...

- p. 112, item 20/116 to replace 'AGM' with 'APM'

The minutes of the meeting held on 6th January 2020 with the amendments above were approved as a correct record of the proceedings and signed by the Chairman.

20/121. MATTERS ARISING FROM PREVIOUS MEETING

None raised.

20/122. CHAIRMAN'S COMMUNICATIONS

Cllr Alan Townsend reported:

- That the water board work at Flitch Way was finished, good work was done and the area was left tidy
- He attended UALC and EALC meetings
- He attended Chairman's Civic Dinner at Uttlesford District Council

- He gave a presentation of UALC at the Local Council's Forum which was held at UDC

20/123. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Uttlesford District Cllr Geof Driscoll reported:

- Airport planning application was refused, appeal is expected
- Local Plan – decision of what UDC will do will be made 31.03.2020.
- Highways – he met with Essex Highways liaison officer regarding speeding at Howe Green School – speeds to be measured.

Cllr Alan Townsend asked if the speed sign on Church Road near property Cedar Cottage could be replaced by solar smiley face. Cllr Geof Driscoll agreed to check with the Essex Highways liaison officer.

20/124. HIGHWAYS MATTERS

- The ongoing flooding on the Church Road at the property 'Captains' was raised.
- The bottom of 'Leapers Lane' needs to be investigated
- There are several potholes that need to be repaired on the Church Road between junction to Harps Farm and the Hop Pole pub.

District Cllr Geof Driscoll agreed to raise these with Essex Highways.

The Clerk advised she sent photos of flooding at 'Captains' to County Cllr Susan Barker requesting urgent action.

20/125. AFFORDABLE HOUSING

Cllr Andrew Noble advised that drawings were submitted and it is now a routine matter, but it could be another 12 weeks wait.

20/126. HALLINGBURYS' SPEEDWATCH GROUP

Cllr Alan Townsend reported that 47 cars were caught speeding at the last session. The highest speed recorded was 68 mph.

20/127. AIRPORT

Planning application refused – covered in item 20/123.

20/128. NEIGHBOURHOOD WATCH

An update was published in Great Hallingbury Highlights.

20/129. WEBSITE

The Clerk reported that domain was purchased, and the website will be migrated later in March.

20/130. WOODSIDE GREEN ROAD

Cllr Alan Townsend is still waiting response from Howe Green House primary school as when to meet with the Headteacher.

20/131 BEDLARS GREEN

The road is in bad condition otherwise nothing new.

20/132. CONSULTATION

Saffron Walden Neighbourhood Plan

The Council considered submitting comments to the proposed Saffron Walden Neighbourhood Plan and agreed it does not affect us, so no comment was given.

20/133. GOVERNANCE

a) Risk Register

Approved.

b) Standing Orders

Adopted.

c) Financial Regulations

Adopted.

d) Complaints Procedure

Adopted.

e) Disciplinary Policy

Adopted.

f) Grievance Policy

Adopted.

g) Training Policy

Adopted.

20/134. LOCAL COUNCIL AWARD SCHEME

a) Council Resolution for Foundation Level items 1 - 15

To confirm that the following documentation have been achieved and it is on the Council's website: Standing Orders, Financial Regulations, Code of Conduct, Councillors' registers of interests, Publication Scheme, the last annual return, Transparent information about Council payments, a calendar of all meetings including the Annual Meeting of Electors, current agendas, Minutes for at least one year of full Council meetings, the budget and precept information, Complaints Procedure, Council contact details and Councillor information, the action plan for the current year, evidence of consulting the community, publicity advertising Council activities, evidence of participating in town and country planning.

Resolved: The Parish Council had achieved items 1 – 15 of the Foundation Level and that all documentation relating to these items can be found of the Parish Council website:

b) Council Resolution for Foundation Level items 16 – 23

To confirm that the following documentation have been achieved: a risk management scheme, a register of assets, contracts for all members of staff, up-to-date insurance policies, disciplinary and grievance procedures, a policy for training, a record of all training undertaken by staff and councillors in the last year, a clerk who has achieved 12 CPD points last year.

CPD points must be checked with EALC to confirm the right number.

Resolved: the council also confirms by resolution at a full council meeting that it has items 16 – 23.

20/135. CORRESPONDENCE

a) Received Correspondence:

- EALC – E Bulletins; Police bulletins; legal updates, county updates, training bulletins, Highways Highlights; Larger Local Council Forum, Community Initiatives Emergency Fund 2019/2020 information.
- Stop Stansted Expansion – PowerPoint of SSE Parish & Town Council Liaison meeting held on 08.01.2020; Press releases 13, 20 and 25 January 2020; Minutes of Parish & Town Council Liaison Group meeting 8 January 2020.
- Stansted Airport Limited, Head of Public Affairs and Partnerships - London Stansted Airport newsletters. Circulated on various dates.
- Integrated Passenger Transport Unit – agenda for transport representative meetings March 2020.
- Uttlesford District Council, Housing Enabling Officer - Housing Market Report January 2020.
- Uttlesford District Council, Performance and Business Manager - Stansted Airport planning application public speaking and Committee meeting information.
- Uttlesford Association of Local Councils, Secretary – UALC Communication.
- Uttlesford District Council, Planning Policy Officer – invitation to comment on Consultation on Essex Coast RAMS Supplementary Planning Document (SPD) to prevent bird and habitat disturbance from recreational activities; deadline: 21.02.2020.
- Uttlesford Citizens Advice, Office Administrator – Activities update.
- Essex County Cllr Susan Barker - Essex County Council January report.
- Uttlesford District Council, Democratic Services Officer - North Essex Parking Partnership – dates for parking surgeries.
- North Essex Parking Partnership, Operations Manager – info re North Essex Parking Partnership surgeries.
- Uttlesford District Council, Leader – Uttlesford District Local Plan letter.
- Uttlesford District Council, Democratic Services Officer - Local Councils' Liaison Forum Minutes - 18 February 2020.
- UALC, Secretary - UALC meeting dates.
- Letter of thanks received from Essex air Ambulance.

All received and noted.

b) Late Correspondence

None.

20/136. FINANCE

a) Payments

The following payments had been made during the period 14 December 2019 to 13 January 2020:

	£
Uttlesford Community Travel - donation	100.00
Essex Air Ambulance – donation	150.00
NWEEHPA – donation	100.00
HMRC - Tax November 2019	77.40
SSE – donation	250.00
Clerk - net salary and expenses December 2019	370.70

Agreed.

The following payments had been made during the period 14 January 2020 to 13 February 2020:

	£
SLCC – membership 2020	100.50
HMRC - Tax December 2019	77.40
Clerk - net salary and expenses January 2020	364.35
HMRC - Tax January 2020	77.60
UDC – Chair’s Civic Dinner	110.00
Agreed.	

b) Income

None for the period.
Agreed.

c) Balances on 13 February 2020

Community Acc.	£8,421.79
Reserve Acc. (Business Premium Acc.)	£8,980.93
Agreed.	

d) Budget Update

Received and agreed.

e) Approvals

The payments were approved and signed by the Chairman.
Agreed for the Clerk to attend Documents Accessibility webinar provided by SLCC and General Power of Competence course provided by EALC.

f) Pension

Pension arrangements for the clerk are in progress – some basic information was received.

20/137. 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/18/0460/FUL	Stansted Airport	Refused

Airfield works comprising two new taxiway links to the existing runway (a Rapid Access Taxiway and a Rapid Exit Taxiway), six additional remote aircraft stands adjacent Yankee taxiway); and three additional aircraft stands (extension of the Echo Apron) to enable combined airfield operations of 274,000 aircraft movements and a throughput of 43 million terminal passengers, in a 12-month calendar period.

(The Council objected on various things)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/1203/HHF	The Street Farmhouse, The Street, Great Hallingbury, CM22 7TR	Withdrawn

Demolition of 2 bay stable block and erection of single storey extension connecting cartshed with existing annexe. Conversion of open sided cartsheds to changing rooms for existing swimming pool. Internal alterations to coach house to form gym with entrance lobby, formation of new cellar, extension to roof and glazed linking section to rear of coach house.

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/1204/LB	The Street Farmhouse, The Street, Great Hallingbury, CM22 7TR	Withdrawn

Demolition of 2 bay stable block and erection of single storey extension connecting cartshed with existing annexe. Conversion of open sided cartsheds to changing rooms for existing swimming pool. Internal alterations to coach house to form gym with entrance lobby, formation of new cellar, extension to roof and glazed linking section to rear of coach house.

(No objections as such as long as all listed building requirements are adhered to.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/2303/FUL	Great Hallingbury Manor, Tilekiln Green, Great Hallingbury, Bishop's Stortford, CM22 7TJ	Approved

Enlargement of existing car park.

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/2402/FUL	Little Jenkins Barn, Jenkins Lane, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QL	Awaiting decision

Removal of storage container and erection of detached double storey showroom and storage building with offices above (Revised scheme to that approved under UTT/18/1740/FUL)

(No objections)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/2768/HHF UTT/19/2769/LB	The Street Farmhouse, The Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TR	Approved Awaiting decision

Demolition of existing greenhouse, erection of replacement greenhouse, widening of drive and erection of a low-level garden wall

(No objections)

<u>Application No.</u> UTT/19/2894/FUL	<u>Site and Development</u> Land at South View, Start Hill, Great Hallingbury, Bishop's Stortford, Hertfordshire	<u>Decision</u> Awaiting decision
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(No objections) Erection of two new detached dwelling houses

<u>Application No.</u> UTT/19/2951/FUL	<u>Site and Development</u> Land East of M11, Howe Green, Howe Green Road, Great Hallingbury, Bishop's Stortford, Hertfordshire	<u>Decision</u> Awaiting decision
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(No objections) Application to vary conditions 8, 9 and 10 of
UTT/18/2935/FUL relating to drainage.

<u>Application No.</u> UTT/19/3050/HHF UTT/19/3051/LB	<u>Site and Development</u> 95 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UL	<u>Decision</u> Refused Refused
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(No objections) Demolition of rear porch extension and erection of
single storey rear extension

<u>Application No.</u> UTT/19/2864/FUL UTT/19/2865/AV	<u>Site and Development</u> Land East of M11, Howe Green, Howe Green Road, Great Hallingbury, Bishop's Stortford, Hertfordshire	<u>Decision</u> Approved Approved
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(No objections) Proposed entrance gate for cemetery approved
under UTT/18/2935/FUL.

All received and noted.

b) Applications to be Dealt with at this Meeting:

<u>Application No.</u> UTT/20/0130/HHF	<u>Site and Development</u> Street Barn, The Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TR
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Amendments to previously approved outbuilding
under UTT/19/0093/HHF - addition of 4 no. dormer
windows and an external staircase.

No objections.

<u>Application No.</u> UTT/20/0230/HHF	<u>Site and Development</u> Honeybee Barn, 76 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UU
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Proposed one and half storey extension

Permission was originally given for a garage. It was then turned it into a dwelling and waited a number of years to get permission for. This application want to increase the

size yet again. It would be over development in an area of beauty and should not be allowed.

<u>Application No.</u> UTT/20/0219/FUL	<u>Site and Development</u> Vine Lodge, 66 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UU
	Demolition of existing dwelling and barn and construction of new dwelling with integral garage (resubmission of UTT/16/3382/FUL)

No objections.

<u>Application No.</u> UTT/20/0306/HHF	<u>Site and Development</u> Rosebery House, Hallingbury Place, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UE
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Proposed outdoor swimming pool.

No objections.

<u>Application No.</u> UTT/20/0398/FUL	<u>Site and Development</u> Thremhall Park, Stane Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7WE
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Application to vary condition on UTT/16/0735/FUL
(‘The erection of four buildings to provide offices
with cafe, gym and function room together with the
provision of new hard surfaced parking.’) inserted
under UTT/19/1741/NMA - amendments to
approved plans.

No objections.

<u>Application No.</u> UTT/20/0336/DFO	<u>Site and Development</u> Land South East Of Great Hallingbury Manor, Bedlars Green, Tilekiln Green, Great Hallingbury, CM22 7TJ
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Details following outline approval UTT/16/3669/OP
for the erection of 35 no. Dwellings - details of
appearance, landscaping, layout scale and access.

No objections.

c) Late Planning Applications

None.

e) Enforcement

Information regarding ENF/19/0265/C received and noted.

d) Existing Address Letter

Existing address letter -19/00188/NEWNUM received and noted.

e) Appeal Notifications

Appeal notification APP/C1570/W/20/3244453 - 20/00018/REF and appeal decision APP/C1570/W/19/3240744 - UTT/19/0396/OP received and noted.

f) Official Address Notification

Official address notification -19/00188/NEWNUM received and noted.

20/138. MEMBERS' REPORTS

Cllr David Barlow – asbestos was found at the litter pick in the grey bag in the ditch opposite 128A Bedlars Green.

Cllr Alan Pinnock – memorial on the Church Road is on a massive concrete sandstone so difficult to move. Agreed to clear the area instead of raising it above the barrier.

Village Hall Committee would like a representative from Parish Council to be a member. Cllr Alan Pinnock agreed to do so.

20/139. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY

- To consider 'Welcome Pack' for new residents
- To discuss ways re Special Constable

20/141. NEXT MEETING

The next meeting will be held on 11 May 2020 at 20.00 in Great Hallingbury village hall.

APM will be held on 23 March 2020 at 20.00 in Great Hallingbury Village Hall.

The meeting ended at 21.07

Signed.....
(Chairman)

Date.....