

**MINUTES OF AN ANNUAL GENERAL MEETING OF GREAT
HALLINGBURY PARISH COUNCIL, HELD ON MONDAY 13th MAY 2019,
BEGINNING AT 8.00pm, IN THE VILLAGE HALL**

PRESENT: Cllr Alan Townsend (Chairman)
Cllrs David Barlow, Mark Bloomfield, Kaylash Juggurnauth, Andrew Noble, Cllrs Alan Pinnock and Tom Streeter

ALSO PRESENT: Mrs Urška Sydee (Clerk)
District Councillor Geof Driscoll

19/1. ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2019/2020

One nomination was received: Cllr Alan Townsend; proposed by Cllr Tom Streeter and seconded by Cllr David Barlow. Cllr Alan Townsend accepted the position of a Chairman for 2019/2020.

Agreed unanimously.

The Declaration of Acceptance was signed by Cllr Alan Townsend and the Clerk.

18/2. ELECTION OF VICE-CHAIRMAN FOR 2019/2020

One nomination was received: Cllr Tom Streeter; proposed by Cllr Alan Townsend and seconded by Cllr David Barlow. Cllr Tom Streeter accepted the position of a Vice - Chairman for 2019/2020.

Agreed unanimously.

The Declaration of Acceptance was signed by Cllr Tom Streeter and the Clerk.

19/3. APOLOGIES FOR ABSENCE

Apologies were received from District Cllr Neil Reeve and County Cllr Susan Barker.

19/4. CO-OPTION OF COUNCILLORS

It was agreed anonymously to co-opt Mr Kaylash Juggurnauth and Andrew Noble.

19/5. PLANNING COMMITTEE 2019/2020

a) Election of Members, Chairman and Vice-Chairman

Members of the Planning Committee for 2019/2020 are:

Cllrs Mark Bloomfield, Andrew Noble and Alan Pinnock and Alan Townsend.

Agreed unanimously.

It was **agreed unanimously** for Cllr Alan Townsend to be Chairman and for Cllr Tom Streeter to be Vice – Chairman.

The Declaration of Acceptance was signed by Cllrs Alan Townsend, Tom Streeter and the Clerk.

b) Terms of Reference

The Powers and Duties of the Planning Committee are to make comments on planning applications where a Council Meeting does not occur within the consultation period allowed and which the Committee consider need to be objected to. Applications which are considered to be controversial by the Chairman of the Planning Committee or in his/her absence the Vice-Chairman, are to be referred to for an Extraordinary Meeting of the Council.

Agreed unanimously.

19/6. WORKING GROUPS 2019/2020

It was proposed by the Chairman, and all were in agreement, that the appointments were re-elected en bloc. The following working groups were appointed for the year **2019/2020**:

Airport working Group:

Cllrs David Barlow, Mark Bloomfield, Kaylash Juggurnauth, Andrew Noble, Tom Streeter and Alan Townsend.

Emergency Planning Working Group:

It was agreed to dissolve the Emergency Planning Group.

Police & Neighbourhood Watch Working Group:

Cllrs David Barlow, Kaylash Juggurnauth and Alan Townsend.

Parish Plan Working Group:

Cllrs David Barlow, Alan Pinnock, Tom Streeter and Alan Townsend.

Housing Working Group:

Cllrs Mark Bloomfield, Kaylash Juggurnauth and Andrew Noble.

19/7. OTHER ORGANISATIONS

It was proposed by the Chairman, and all were in agreement, that the appointments were re-elected en bloc. The following were appointed for the year **2019/2020**:

ORGANISATION:

Road Safety

Transport

Health

Footpaths

Tree Warden

REPRESENTATIVE:

Cllr Alan Townsend

Cllr Andrew Noble

Cllr Tom Streeter

Cllr Alan Pinnock

Cllr Alan Townsend

19/8. FINANCIAL REPORT

a) Receipts and Payments Report

A report of the receipts and payments over the financial year 2018/2019 had been provided for examination. They were examined and approved. The fixed assets were reviewed.

b) Annual Government Statement

Clerk read the questions of the statement and Council answered them.
The Council unanimously approved the Annual Governance Statement 2018/19 (AGAR Section 1) for signature.

c) Accounting Statement

The Council unanimously approved the Accounting Statement for 2018/19 (AGAR Section 2) for signature.

19/9. CALENDAR OF MEETINGS 2019/2020

The following dates were agreed:

2019	2020
8 July at 8.00pm	6 January at 7.00pm
9 September at 8.00 pm	2 March at 7.00pm
4 November at 7.00pm	23 March at 8.00pm AGM
	11 May at 8.00pm

The business of an ordinary meeting now follows.

19/10. DECLARATIONS OF INTEREST

None.

19/11. PUBLIC PARTICIPATION

None present.

19/12. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 4th March 2019 were approved as a correct record of the proceedings and signed by the Chairman.

19/13. MATTERS ARISING FROM PREVIOUS MEETING

None raised.

19/14. CHAIRMAN'S COMMUNICATIONS

The Chairman reported that:

- He attended EALC and UEALC meetings
- Speedwatch group was unable to do the speedwatch due to lack of volunteers and it has to rely on help from Little Hallingbury

Resolved: For the clerk to advertise on Village Hall noticeboards and website for more speedwatch volunteers.

19/15. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Cllr Geof Driscoll informed the Council on the timescale of taking role as District Councillor and upcoming meetings he will attend.

He explained that the decision regarding airport planning application can't be changed but they will try to get the most for the area from the mitigation plan.

19/16. HIGHWAYS MATTERS

The bottom of Church Road, near the property 'Captain' still floods when there is heavier rain which indicates the lack of drainage.

Resolved: Clerk to write to District Cllr Susan Barker asking for a meeting with Great Hallingbury Parish Council representatives to discuss the drainage problem.

19/17. AFFORDABLE HOUSING

It is hoped that the works could start in October.

19/18. HALLINGBURYS' SPEEDWATCH GROUP

Covered in item 19/14.

19/19. AIRPORT

Nothing new to report.

19/20. CORRESPONDENCE

a) Received Correspondence:

- EALC – E Bulletins, legal updates, county updates, Funding bulletin, Library Services communication from Essex County Council, invitation to share views on The Future of Essex, Highways Highlights March 19.
- Stop Stansted Expansion – press releases: 26 March, 8 April, 16 April, 23 April and 29 April 2019, Member Letter 29th March 2019.
- Hatfield Forest District Scouts – seeking financial support
- Uttlesford District Council, Communications Officer - Press Release - Local Government Elections 2019 - A rundown of things you need to know before polling day.
- Superfast Essex - Superfast Essex Countywide Parish Engagement Event Anglia Ruskin University, Bishop Hall Lane, Chelmsford on Tuesday 30th April 2019, 7.30pm to 9pm.
- Uttlesford District Council, Community Development Officer - Community Project Grant Scheme application forms are now available.
- Uttlesford District Council, Performance and Business Manager – Advanced notice of payphone removal consultations, received from BT.
- Superfast Essex - Superfast Essex Parish Engagement Event presentation.
- Essex County Council, Integrated Passenger Transport Unit - Transport Meetings Spring 2019: dates, venues and agenda.

All noted.

b) Late Correspondence

None.

19/21. FINANCE

a) Payments

The following payments had been made during the period 14 February to 13 March 2019:

	£
Clerk - net salary and expenses January 2019	348.75
HMRC - Tax January 2019	75.80
Hertfordshire County Council – stationery	98.55
SLCC – Membership 2019 (1/2 – shared with LHPC)	98.00
Great Hallingbury Highlights – Winter 2018 edition	500.00
Clerk - net salary and expenses February 2019	371.69
HMRC - Tax February 2019	75.60

The following payments had been made during the period 14 March 2019 to 12 April 2019:

	£
Great Hallingbury Highlights – Spring 2019 edition	500.00
Clerk - net salary and expenses March 2019	366.31
Clerk – APM expenses reimbursement	73.10
HMRC - Tax March 2019	75.60

Noted and agreed.

b) Income

Bank Interest – Business Premium Account £5.71

Noted and agreed.

c) Balances on 12 April 2019

Community Acc £1,921.96
Reserve Acc. (Business Premium Acc.) £8,967.51

Noted and agreed.

Bank reconciliation was approved and signed by the Chairman.

d) Budget Update

The clerk presented budget update. Noted and agreed.

e) Approvals

The payments were approved and signed by the Chairman.

f) Insurance

The insurance was reviewed and expenditure of up to £335.50. The clerk advised that a sum for long term agreement hasn't been received yet. The Council agreed to consider that via emails when sum received and circulated

19/22. 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 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)	Awaiting decision
UTT/17/3372/FUL	Woodside Green Farm, Woodside Green, Great Hallingbury, Hertfordshire, CM22 7UP Section 73A Retrospective application for the conversion of part of an agricultural building (former parlour) to create 2 no. apartments (No objections)	Awaiting decision
UTT/18/2935/FUL	Land East Of M11, Howe Green, Howe Green Road, Great Hallingbury Change of use from unimproved grassland and woodland to burial ground including erection of service building, access road, car parking and associated landscaping. Revised scheme to that approved under UTT/16/2404/FUL. (No objections.)	Approved
UTT/18/3207/FUL	Howe Green House School, Howe Green, Howe Green Road, Great Hallingbury, Bishop's Stortford, CM22 7UF Erection of classroom of timber frame construction to replace portakabin classroom. (No objections.)	Approved
UTT/18/1888/FUL	Land to the South of Howe Green Road, Great Hallingbury, Bishop's Stortford, Hertfordshire Section 73A Retrospective application for the conversion of former stables to 1 no. dwelling and erection of brick wall and gates.	Awaiting decision

(The Council is strongly against this planning application because the site is outside the village envelope, the access is on a dangerous bend without adequate sight lines on a very busy narrow road. Originally permission was given for a stable and not a dwelling. The planning application for the gate and wall was refused and it was ordered that the gate and wall is taken down, which hasn't been enforced.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/18/1740/FUL	Little Jenkins, Jenkins Lane, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QL	Approved
	Removal of storage container and erection of single storey showroom and storage building.	

(No objections)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/0093/HHF	Street Barn, The Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TR	Approved

Proposed demolition of nissen hut and wooden sheds and erection of detached cart lodge and detached office/gym.

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/0160/FUL	Stables South of the Old Elm, Start Hill, Great Hallingbury, Bishop's Stortford, Hertfordshire	Approved

Demolition of stable block and erection of 1 no. Dwelling retaining existing vehicular access (revision to previously approved application UTT/17/1862/FUL to include loft conversion).

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/0172/HHF	Woolcott House, Anvil Cross, Church Road, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7PG	Approved

Proposed erection of domestic garage

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/19/0379/LB	95 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UL	Refused
UTT/19/0378/HHF		Refused

Single storey rear extension

(No objections.)

<u>Application No.</u> UTT/19/0377/HHF	<u>Site and Development</u> Oakwood Cottage, Bedlars Green Lane, Bedlars Green, Great Hallingbury, Hertfordshire, CM22 7TL	<u>Decision</u> Approved
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Single storey rear extension.

(No objections.)

<u>Application No.</u> UTT/19/0420/FUL	<u>Site and Development</u> Rear of the Street Barn, The Street, Great Hallingbury, Hertfordshire	<u>Decision</u> Refused
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Erection of 1 no. self build dwelling

(Objection: it is acknowledged that the proposed dwelling would be among a small settlement of other residential properties, although outside development limits. In this parish there are several equestrian sites, which are not set among other dwellings, and applications for residential buildings on such sites in the past have not been supported by the parish council, nor permitted by UDC, following policies laid out in the District Plan.

With likewise consideration to this application the main concern of the parish council is that, if approved, this would indeed set a precedent for other equestrian sites in the parish.

Great Hallingbury parish council therefore object to the proposal in this application.)

All noted.

b) Responses for the Applications to be Confirmed at this Meeting, submitted retrospectively:

<u>Application No.</u> UTT/19/0396/OP	<u>Site and Development</u> The Anvil, Anvil Cross, Church Road, Great Hallingbury, Bishop's Stortford, CM22 7UB
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Outline application with all matters reserved except access for 1 no. dwelling

No objections.

<u>Application No.</u> UTT/19/0445/FUL	<u>Site and Development</u> Land to the South East of The Old Elm, Tilekiln Green, Great Hallingbury, Bishop's Stortford, CM22 7TH
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Erection of 1 no. one and a half storey, detached three bedroom private dwelling, with accompanying two bay cart lodge and store. Associated hard and soft landscaping and creation of new access.

No objections.

Application No.
UTT/19/0549/HHF

Site and Development
Park Gate House, Woodside Green, Great
Hallingbury, Bishop's Stortford, Hertfordshire,
CM22 7UQ

Conversion of existing garage to residential annexe.

No objections.

Application No.
UTT/19/0646/HHF

Site and Development
Forest View, Bedlars Green, Great Hallingbury,
Bishop's Stortford, CM22 7TP

Single storey side extension.

No objections.

Application No.
UTT/19/0632/HHF

Site and Development
154 Bedlars Green Lane, Bedlars Green, Great
Hallingbury, Bishop's Stortford, CM22 7TL

Ground floor side extension and widening of existing
vehicle cross over.

No objections as long as all TPO are respected.

Application No.
UTT/19/0388/FUL

Site and Development
Buildings at Lodge Farm, Woodside Green, Great
Hallingbury, Bishop's Stortford

Conversion of barns and agricultural buildings to 4
no. dwellings.

No objections as it's going to revitalise the area.

Application No.
UTT/19/0389/LB

Site and Development
Buildings at Lodge Farm, Woodside Green, Great
Hallingbury, Bishop's Stortford

Conversion of barns and agricultural buildings to 4
no. Dwellings.

No objections as it's going to revitalise the area.

c) Applications to be Dealt with at this Meeting:

Application No.
UTT/19/0941/LB

Site and Development
The Street Farmhouse, The Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TR

Minor amendments to alterations and extension approved under Listed Building Consent UTT/18/2234/LB to include minor internal re-arrangements to the old house and the new extension and modern window replacement

No objections.

Application No.
UTT/19/0439/FUL

Site and Development
Woodside Green Farm, Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UP

Change of use of barns from holiday lets to dwellings.

No objections.

Application No.
UTT/19/0440/LB

Site and Development
Woodside Green Farm, Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UP

Conversion from holiday lets to dwellings.

No objections.

d) Late Planning Applications

None received.

19/23. MEMBERS' REPORTS

Cllr Alan Pinnock – he will install the noticeboard by the church and start work on the lifting the monument by the bridge, Church Road in due course.

Cllr Mark Bloomfield – Police was informed about the amount of canisters and incident number was obtained for this.

Cllr Kaylash Juggurnauth – was wondering why the top end of the village can get the Superfast Broadband and the others can't.

Cllr David Barlow – there is outstanding footpath sign opposite the church

Resolved: Clerk to report missing 'footpath' sign.

19/24. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY

None.

19/25. NEXT MEETING

The next meeting will be held on 8 July 2019 at 8pm.

19/26. CLERK'S SALARY

a) New pay spine

The new pay spine was received and it was agreed to accept the change for the clerk from SCP 24 to SCP 15, from April 2019.

b) National Salary Award for 2019/2020

It was agreed to accept and implement from 1 April 2019 the agreed 2019/2020 National Joint Council for Local Government Services (NJC) pay scale, applying new hourly rate £11.91 for SCP 15, backdated from 1 April 2019.

The meeting ended at 21.53

Signed
(Chairman)

Date