

**MINUTES OF A MEETING OF GREAT HALLINGBURY PARISH  
COUNCIL, HELD ON MONDAY 04 NOVEMBER 2024, BEGINNING AT  
8.00 p. m., IN THE VILLAGE HALL**

**PRESENT:** Cllr Alan Townsend (Chairman)  
Cllrs David Barlow (24/090), Mark Bloomfield, Mark Coletta,  
Neil Jackson, Andrew Noble, Alan Pinnock and Val Waring

**ALSO PRESENT:** Mrs Urška Sydee (Clerk)  
Uttlesford District Council (UDC) Cllr Geof Driscoll  
Essex County Council (ECC) Cllr Susan Barker (24/090)  
1 member of the public

**24/088. APOLOGIES FOR ABSENCE**

Apologies were received from Uttlesford District Cllr Neil Reeve;  
Essex County Council (ECC) Cllr Susan Barker - she might be late.  
All accepted.

**24/089. DECLARATIONS OF INTEREST**

None.

**24/090. PUBLIC PARTICIPATION**

None.

20.02 – Cllr Davin Barlow and ECC Cllr Susan Barker arrived

**24/091. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 09 September 2024 were approved as  
a correct record of the proceedings and were signed by Chairman, Cllr Alan  
Townsend.

**24/092. MATTERS ARISING FROM PREVIOUS MEETING**

None.

**24/093. CHAIRMAN'S COMMUNICATIONS**

Chairman, Cllr Alan Townsend reported that he attended EALC Personnel  
Committee meeting, and that he is now EALC official key holder, he met  
with UALC Secretary, he also attended Parish Forum, Poppy morning at  
Pantiles, he was checking defibrillator weekly and meeting with the clerk  
weekly.

**24/094. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

ECC Cllr Susan Barker reported that potholes on the Church Road were repaired, and drain was checked and is working now – there was a problem with the ditch. Some of the reported overgrowth at B1256 was cut, but it was asked that the whole length of the road is cut.

UDC Cllr Geof Driscoll reported that Reg 19 Consultation on Local Plan is now closed, and it is expected that the Local Plan will go to Inspectorate before Christmas.

20.11 – ECC Cllr Susan Barker left the meeting

**24/095. HIGHWAYS MATTERS**

It was reported that the potholes at Woodside Green were repaired and that a meeting with the Headteacher of Howe Green House School was requested to discuss speeding.

**24/096. AIRPORT**

It was noticed that the passenger flights increased at night.

**24/097. LOCAL PLAN**

Covered in 24/094.

**24/098. HALLINGBURYS' SPEEDWATCH GROUP**

The group was inactive due to the lack of availability of volunteers.

**24/099. NEIGHBOURHOOD WATCH**

The crime reports from the Police are received regularly and there are about 80 members currently.

**24/100. VILLAGE HALL**

**a) Update**

The Flower Show has folded, and they kindly donated money that was left to the Village Hall Committee. If anyone wish the make use of the assets, Village Hall Committee should be contacted.

**b) Christmas Lights Celebration**

The event was advertised in the village magazine, community website etc and will hopefully attract people. Apart from the tree at the Village Hall there will be another tree on which children can put their own decorations.

**24/101. NEIGHBOURHOOD PLAN**

Cllr Val Waring reported that the questionnaire was sent out and 34 responses were received, which is not even 10%. Analysis was done and circulated to the Council. Concerns were raised about speeding and some other issues of which the majority is not part of the NP. There is a lack of interest in the NP among residents and without their input and help makes it questionable whether it is worth continuing with the NP. Although it is worth noting that without NP there is no protection. The Chairman thanked Cllr Val Waring for her work and time spent on NP and it was put to vote whether to continue with NP if there is no backing from the village.

Resolved Not to continue with the Local Plan.

The Clerk to inform UDC.

**24/102. GREAT HALLINGBURY COMMUNITY WEBSITE**

Cllr Val Waring reported that the website has several pages and has information on what is imminent for the village. There is also a village orientated Facebook page which is well used.

Thanks were expressed to Cllr Val Waring and Christine Coultrup for their work on the website. The item to be taken off the agenda.

**24/103. NOTICEBOARDS**

Notice was put on the site as requested by UDC for 28 days for people to comment. After that it can be approved. The noticeboard near Lewis Mead will be moved to Mead Fields shortly.

**24/104. LITTER PICK**

Cllr Mark Bloomfield reported that there were only five residents and himself participating in the litter pick in October. It was suggested to put notices asking not to litter and Cllr Alan Townsend agreed to ask St. Giles PCC if Church can be used to have tea after the litter pick.

**24/105. POST BOX AT THE TOP OF GOOSE LANE BY WOODSIDE GREEN**

Email from MP Chris Vince office was received advising they will be in touch when the response from Royal Mail is received.

**24/106. FLITCH WAY (Cllr Mark Coletta)**

**a) Making The Flitchway Railway Bridge a Community Asset**

In progress.

**b) Bench**

The Council discussed funding the replacement bench on the Flitch Way.

Resolved: £330 + VAT for the bench and £70.00 + VAT for the plaque was approved.

**24/107. WHITE LINING IN THE CAR PARK (Cllr Alan Townsend)**

The Council agreed to investigate putting white lining and renewing the tarmac on the village hall car park. Grants should be sought for both.

**24/108. CORRESPONDENCE**

**a) Received Correspondence:**

- EALC – News e- bulletins; EALC County Update October 2024; Police, Fire and Crime Bulletins; Announcements: AGM 2024 updated business documents; AGM & Conference 2024; New LCAS Award Criteria.
- NALC – Newsletters; Chief Executive's bulletins.
- Uttlesford District Council, Planning and Building Control Registration Team – Weekly list of planning applications.
- Uttlesford District Council – link for: agenda for Planning Committee 16 October 2024 links for minutes for Planning Committee 18 September and 16 October 2024.
- Essex Police Rural Engagement Team – September 2024 newsletter.

- Uttlesford District Council - Local Council Tax Support scheme 2025/26 consultation.
- Uttlesford District Council, Chief Executive's Secretary - Speed date event.
- Uttlesford District Council – Parish Forum notes.
- Uttlesford District Council, Democratic Services – agenda for 7 October 2024 Parish Forum;
- Integrated Passenger Transport Unit - Uttlesford District transport meeting notes.
- Stansted Airport Watch - Final Member Letter from Stansted Airport Watch.
- Lithium Battery Campaign update.
- Essex County Council, County Member - RideLondon 2025 important update; Highways and Transport in Essex information; Highways updates; link for Highways Highlights Bulletin July / August 2024;
- RCCE, Senior Rural Housing Enabler & Community Led Housing Advisor - Introduction to Rural Affordable Housing - Free online Briefing.
- Uttlesford District Council, Housing Options Team Leader - Uttlesford Roughsleeper Count - 13 November 2024.
- Uttlesford District Council, Head of Development Management & Enforcement - Enforcement Training.
- 20s Plenty for Essex - 3 actions from the meeting.
- RCCE, Community Engagement Officer - Neighbourhood Planning training.
- Sawbridgeworth TC Clerk - Sawbridgeworth TC Meeting.
- Thank you letter – Great Hallingbury Highlights for grant towards the production costs of the Autumn edition 2024 Great Hallingbury Highlights.

All received and noted.

**b) Late Correspondence**

- Essex Police Rural Engagement Team – October 2024 newsletter.
- EALC – Remote Meetings Consultation.

Received and noted.

- Resident – asking if they can cut vegetation; Council had no objections to that.

**24/109. FINANCE**

**a) Payments**

The following payments had been made during the period 01 July 2024 to 25 July 2024:

	£
KM – internal audit	40.00
Great Hallingbury Highlights – summer 2024 edition	630.00
Broad Oak Consultants Ltd – Office 365 subscription, cartridges	246.60
Signs Express (Harlow)	120.00
Clerk - net salary & expenses July 2024	554.37
HMRC – Tax July 2024	108.40
RCCE – Membership 2024/2025	59.70

The following payments had been made during the period 01 August 2024 to 26 September 2024:

	£
Clerk - net salary & expenses August 2024	511.76
HMRC – Tax August 2024	108.40
MC – reimbursement for salt bin	50.00
EALC – Course for Cllr VW	60.00
UDC – return of grant	200.00
Clerk - net salary & expenses September 2024	534.79
Great Hallingbury Highlights – autumn 2024 edition	630.00
Received and agreed.	

**b) Income**

EALC – bursary	£225.00
UDC – precept	£8,000.00
Received and agreed.	

**c) Balances**

Treasurers Account (Lloyds)	£26,101.76
Community Account (Barclays)	£0.00
Received and agreed.	

**d) Bank Reconciliation**

The bank reconciliation was approved and signed by the Chairman.

**e) Budget Update**

Received and agreed.

**f) Approvals**

The payments were approved and signed by the Chairman.

**g) External Audit**

The report of external audit for 2023/2024 was received and noted. No action required.

**h) Budget 2025/2026**

The budget for 2025/2026 was agreed.

**i) Grants & Donations**

The Council discussed and decided which organisations would receive support this year.

**j) Late Financial Matters**

None.

**24/110. 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/20/1098/FUL	Land to the East of Tilekiln Green, Great Hallingbury, Bishop's Stortford, Hertfordshire	Unknown
	Construction of 15 new dwellings, including 6 affordable dwellings, vehicular access and associated parking and landscaping	

(No objections as such, but there should be provision for electric car charging and there should be enough parking spaces due to increasing numbers of cars to each household.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/0957/FUL	Start Hill Service Station, Start Hill, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TA	Awaiting decision

Creation of charging zone, erection of EV chargers, erection of canopy, two jet wash bays, sub-station enclosure and associated forecourt works.

(Objections:

UDC Local Plan 2005 Gen 2

This application will encourage more traffic on a very busy junction of the B1256/Tilekiln Green/M11 JCN. There have been many accidents from vehicles egressing the Start Hill Fuel Filling Station. We are currently awaiting the S62A planning decision re Wrens Kitchens. In the event that this application is approved both these applications will cause chaos at such an accident black spot. At busy times we already see traffic backing up back towards the M11 JCN by vehicles wanting to use the fuel station.

Gen2/Gen 4

This local area has increased in residential homes. The submitted plans do not show these properties. Please visit this site for a true representation, even google maps do not show these developments. UTT/19/1096/FUL was approved with conditions and restrictions of Jet wash usage, from 11pm to 7am, and this is well before any of these properties were built. The Jet Wash bays will be very close to residential properties, including Accuro, a charity-based organisation for vulnerable people.

We also have concerns as to how the wastewater will be treated and what means of removing detergents, chemicals and dirt will be used before the waste water is fed into the sewer network, is this development on mains drainage?

The area at the rear of the filling station will need appropriate lighting to avoid glint and glare not only to low flying aircraft but as not to inconvenience neighbours. There will also be an increase in noise due to the Jet wash usage and vehicle, doors

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slamming, talking, engine noise etc. As mentioned, this has now become a residential area with sensitive neighbours, this is a 24/7 operational fuel filling station. The B1256 is a "freeway" at this part of it and traffic regularly spills out onto the B1256 queuing to get into the petrol station. It is not a large site and planning was asked for and wrongly given a while ago to increase the canopy height which now allows large HGVs to use this garage, which firstly creates the queues and increased traffic congestion.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/1470/OP Re – consultation	Stansted Distribution Centre, Start Hill, Great Hallingbury	Awaiting decision

Outline planning permission for the demolition of units 1b, 2a, 2b, 3, 4, 6, 7, 8 and structures at Pontins Yard, and redevelopment for predominantly Class B8 use with supporting Classes E(g) and B2 use, car parking, servicing yards, soft landscaping and other associated works. All matters reserved.

(Objections: We are extremely disappointed that meetings have been allowed to go on with the developer.

It is of utmost importance that this application is discussed from now on in the public domain. We feel that matters have not been fully addressed in the meeting summary which has led to a last minute amendment to this planning application. Some serious matters need to be addressed for example the 24/7 change of use. This application was scheduled for a committee decision. It would appear that the case officer has been consulting with the developer. Is this standard practice?)

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(No further comments.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2269/FUL	The Bungalow, Bedlars Green, Tilekiln Green, Great Hallingbury, Essex, CM22 7TJ	Awaiting decision

2no. new accesses to existing dwelling

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/0557/FUL	Units 25 to 26, Stansted Distribution Centre, Start Hill, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7DG	Awaiting decision

Demolition of all structures in order to return site to original condition in accordance with lease agreement

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/0446/FUL	Marstons, Stane Street, Start Hill, Great Hallingbury, Essex, CM22 7TA	Awaiting decision

S73 application to vary plans condition on planning permission UTT/21/0692/FUL (erection of 8 no. dwellings) as amended by UTT/24/0706/NMA - amendments to approved plans

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/1370/FUL	The Hop Poles, Bedlars Green, Bedlars Green, Great Hallingbury, Essex, CM22 7TP	Awaiting decision

Change of use from public house to residential, changes to boundary and additional parking space to The Spinney, and construction of 1 no. self build dwelling in car park

(Objections: Overbearing and too close to the boundary of the neighbouring property. Overdevelopment of the site. The impact on existing properties should be minimised.

Drainage is a problem – it seems like ecological survey was not done properly – it should flow into mains drainage. We request that a new ecological survey is done.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/1371/LB	The Hop Poles, Bedlars Green, Bedlars Green, Great Hallingbury, Essex, CM22 7TP	Awaiting decision
	Conversion of public house to residential including alterations to listed building	
(No objections.)		

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/1531/FUL	Old Cottage, Start Hill, Stane Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TG	Approved
	S73 application to vary condition 2 (approved plans) attached to UTT/21/3339/FUL (Proposed erection of 7 no. dwellings including the closure of existing access, creation of new access and associated infrastructure.) - revision to approved drawings.	
(No objections.)		

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/1486/FUL	Land South East of Great Hallingbury Manor, Tilekiln Green, Great Hallingbury	Approved
	S73 application to vary condition 2 (approved plans) attached to UTT/22/1528/FUL (Application to vary condition (approved plans) of planning application UTT/20/0336/DFO - details following outline application for 35 no. dwellings)	
(No objections.)		

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/1531/FUL Re-consultation	Old Cottage, Start Hill, Stane Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TG	Approved
	S73 application to vary condition 2 (approved plans) attached to UTT/21/3339/FUL (Proposed erection of 7 no. dwellings including the closure of existing access, creation of new access and associated infrastructure.) - revision to approved drawings.	
(No additional comments to send.)		

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/2095/HHF	White Lodge, Latchmore Bank, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7PE	Awaiting decision
	Site a Static Caravan	
(No objections as long as it stays a static caravan, and it is for domestic use only.)		



**b) Applications to be Dealt with at this Meeting:**

<u>Application No.</u>	<u>Site and Development</u>
UTT/24/2418/CLE	1 Green Ridges, Tilekiln Green, Great Hallingbury, Bishop's Stortford, CM22 7TJ
	Certificate of lawfulness application for existing commercial open storage, builders and aggregates yard with existing storage buildings.

No objections.

<u>Application No.</u>	<u>Site and Development</u>
UTT/24/2588/FUL	Land at Howletts, The Street, Great Hallingbury, Essex, CM22 7TR
	Erection of a 1 no. detached self/custom-build new dwelling.

No objections as long as it is in keeping with local environment.

*Not asked officially:*

<u>Application No.</u>	<u>Site and Development</u> (Cllr Mark Coletta)
UTT/24/2682/SCO	Land to the North of Taylors Farm, The Street, Takeley
	Request for Screening Opinion - for proposed employment development comprising of light industrial, strategic warehousing and distribution uses (use classes B2, B8 and E(g)(i) and associated infrastructure

As a Parish Council, unanimously we request that Uttlesford District Council Planning department insist on an Environmental Impact Assessment for Screening Opinion UTT/24/2682/SCO.

We have previously expressed our concerns at both regulation 18 and 19 with written and verbal representations to the council.

We believe with have a valid reason for this submission. Whilst the land North of Taylors Farm falls within the Parish of Takeley the B1256 borders the boundary of Great Hallingbury. We thus believe that any development at this location will have huge detriment on Great Hallingbury Parish.

We have grave concerns that there will be an impact from additional traffic that will come through our narrow and pathless roads. The village cannot cope with the daily traffic that uses the village as a rat run, including 400 gravel/quarry HVGs daily through our parish.

Notwithstanding the traffic report, it is our contention that the already congested B1256 and a critically congested junction 8 M11 will have a detrimental effect on this parish. We are also mindful of our residents that live on the B1256 already tolerating 24/7 traffic to and from Stansted Distribution Centre.

Land North of Taylors farm is surrounded by fragile and idyllic heritage assets and is in extremely close proximity to Hatfield Forest (SSSI), the Fritchway designated Nature Reserve and Priory Wood Ancient woodland. An EIA in line with the NPPF would encompass our apprehensions and ensure a fair and balanced strategy in our opinion.

**c) Late Planning Matters**

None.

**d) Appeal**

*d.1) Appeal Notification*

The appeal notification APP/C1570/W/24/3351924 - UTT/23/2352/FUL was received and noted.

*d.2) Appeal Decision*

The appeal decision – APP/C1570/W/23/3332481 – UTT/23/1455/FUL was received and noted.

21.49 – UDC Cllr Geof Driscoll and a member of the public left the meeting

**24/111. MEMBERS' REPORTS**

None.

**24/112. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY**

None.

**24/113. NEXT MEETING**

The next meeting of the Parish Council will be held on 06 January 2025 in the Village Hall starting 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.

**24/114. CLERK'S SALARY**

The pay scale was reviewed.

Resolved: The agreed 2024/2025 National Joint Council for Local Government Services (NJC) pay scales was accepted and backdated from 1 April 2024. The Clerk to be moved from the current pay scale 23 to 24 from November 2024.

The meeting ended at 21.52

Signed.....  
(Chairman)

Date.....