

**MINUTES OF A MEETING OF LITTLE HALLINGBURY
PARISH COUNCIL, HELD ON TUESDAY 04 APRIL 2023,
BEGINNING AT 20.00, IN THE VILLAGE HALL**

PRESENT: Cllr Sue Meyer (Chairman)
Cllrs John Brothers, Dean Hatt, Val McKirdy, Stuart Padfield, Andrew Robinson, Keith Summerford and Robert Wingard.

ALSO PRESENT: Mrs Urška Sydee (Clerk)
1 member of the public

23/043. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Nicola Marsh, Ken Matthews and Robert Wingard; Uttlesford District Council (UDC) Cllrs Geof Driscoll and Neil Reeve; Essex County Council (ECC) Cllr Susan Barker.
All accepted.

23/044. DECLARATIONS OF INTEREST

None.

23/045. PUBLIC PARTICIPATION

- Potholes on Sawbridgeworth Road caused by water at the gate of the property Long Bar Hall
- Speed limit on small roads – because it is a national speed limit most cars are going too fast on Sawbridgeworth Road.

23/046. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14 February 2023 were approved as a correct record of the proceedings and signed by the Chairman, Sue Meyer.

23/047. MATTERS ARISING FROM PREVIOUS MEETING

- A response from ECC regarding chippings was received – not possible to be obtained from ECC.
- Response from UDC regarding parking opposite Red Brick Row – only residents of property in Hatch Green and their visitors can park there.
- UDC planning asked when Little Hallingbury Mill was last used as a restaurant: approximately 5 years ago, sometime in 2018.

23/048. CHAIRMAN'S COMMUNICATIONS

Chairman, Sue Meyer reported:

- Village sign on A1060, Latchmore Bank is broken. She has the sign, but the posts are rotten. Cllr John Brothers agreed to repair it when time permits.
- Village hall roof over the toilet is leaking, emergency repair was carried out but a proper repair must follow. The quotes were obtained.

23/049. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Report received by email from UDC Cllr Geof Driscoll was read by the Chairman.

23/050. MEMBERS' REPORTS

Cllr Andrew Robinson – nothing apart from the hedge at ~~Bonningtons~~ **Hallingbury Hall Barn** and potholes.

Cllr John Brothers – asked whether the Council would be able to finance the extension room and which grants we are planning to apply for. Cllr Sue Meyer replied that we have already applied for The Platinum Jubilee Grant and were not successful. We will apply for 'Stansted Flagship fund' and others.

Cllr Val McKirdy – she attended online planning forum organised by UDC: training for Councillors for the planning comments will take place at the end of May or in June; there are few small developments on the edges of villages. There was a waste discharge in Hallingbury into the river – possibly caused by the storm water.

23/051. LOCAL PLAN

a) Three Parishes Local Plan Group (TPLPG)

No update / report.

b) Local Plan Working Group

No update / report.

c) UDC Local Plan

No update.

23/052. HIGHWAYS MATTERS

a) Update

Cllr Sue Meyer reported that she had an online meeting with ECC Cllr Susan Barker and Cllr Lee Scott, Portfolio Holder for Highways Maintenance and Sustainable Transport regarding potholes and other Highways matters. Unfortunately, there were technical problems making it difficult to discuss in full, however it was suggested to schedule another meeting in the near future.

b) 20s Plenty

No update.

23/053. VILLAGE CAR PARK

Nothing to report.

23/054. GASTON GREEN POND

Nothing to report.

23/055. EXTENSION ROOM – VILLAGE HALL

a) Update

Various builders were approached, and quotes were obtained.

b) Builder

It was decided to employ George Markwell to build the extension room. His quote was lower, and he does a lot of work for communities – among them was work on St. Giles, Great Hallingbury.

It was agreed to write to him and confirm he was chosen.

23/056. CONSULTATION

Night-time Noise Abatement Objective

The Council considered response to consultation launched by the Government; seeking views and evidence on what a night-time noise abatement objective should be for the noise-designated airports (Heathrow, Gatwick and Stansted) from October 2025. Deadline 09.05.2023.

Cllrs Dean Hatt and Val McKirdy agreed to draft the answer.

23/057. YOUTH WORK

The Council discussed the possibility to employ a youth worker shared with Hatfield Heath, Hatfield Broad Oak and Little Hallingbury. Although the opportunity is appreciated it was decided that with the local plan and neighbourhood plan underway no one can undertake this task.

23/058. NEIGHBOURHOOD PLAN

a) Update

Minutes of the NP Working Group were circulated prior to the meeting. Cllr Val McKirdy advised that the aim was to establish fundamental work and to take steps to establish the steering group. Printing the questionnaire would be the first thing to start with. Website would also have to be established and other social media investigated to attract residents.

It was considered and agreed to put aside £1,000.00 for various small expenses for up to £250.00 each.

b) Neighbourhood Plan Steering Group (NPSG)

b.1) Formation

Steering Group should consist of a variable number of residents representing all age groups and ~~no more than four Councillors~~ **those Parish Councillors nominated by the Parish Council for the Neighbourhood Plan Working Party.**

b.2) Terms of Reference

The proposed draft terms of Reference for Neighbourhood Plan Steering Group (NPSG) were agreed.

23/059. UTTLESFORD FOODBANK

Currently there is no one who could be the contact for Uttlesford Foodbank.

23/060. ROYAL CORONATION

Mugs for the children for up to 11 years old are ordered. These will be distributed to the children at the Primary School and Playgroup in similar way as for the Platinum Jubilee. To partially fund this the Council will apply for a grant.

The Events Group is organising afternoon tea and entertainment at the Village Hall for the Coronation.

23/061. CODE OF CONDUCT

It was agreed to consider adopting New Model Code of Conduct at the May 2023 meeting.

23/062. FINANCE**a) Payments**

The following payments had been made during the period 14 January 2023 to 13 February 2023:

	£
SSE – Donation 2022	200.00
UALC – Membership 2022/2023	10.00
Broxap Limited – litter bin	292.80
Clerk – salary and expenses January 2023	1,029.80

The following payments had been made during the period 14 February 2023 to 13 March 2023:

	£
Clerk – salary and expenses February 2023	896.41
Hertfordshire County Council – stationery	62.06
Standon Post Office – post office services	4,396.90
All received and agreed.	

b) Income

Bank Interest	£17.12
Received and agreed.	

c) Balances on 13 March 2023

Community Acc.	£38,378.64
Business Premium Acc. (Reserves Acc.)	£13,815.48
Received and agreed.	

d) Bank Reconciliation

Bank reconciliation was received and approved by all and signed by the Chairman.

e) Budget Update

Received and agreed.

f) Approvals**f.1) Regular Approvals**

The payments were approved and signed by the Chairman.

f.2) Computer and Setting Up

It was agreed to approve for up to £500.00 + VAT for a new computer and for up

to £20.00 + VAT for a protection sleeve for the computer.
Agreed to approve for up to £200.00 for setting up the computer.

f.3) Toilet Hire for Extension Room

The chosen builder will provide the toilet and charge at cost accordingly.

f.3) Insurance

The cost for insurance was approved and it was agreed to include the steering group in the policy. It was agreed not to make any alterations regarding the car park.

g) Bank Correspondence

The clerk advised she received a letter from Barclays saying that our business will be restricted due to KYS review despite providing all required information.

h) Late Finance Matters

None.

The Clerk advised that no reimbursement for the cost of P3 was submitted as none was received from the team. National Trust was chased for the payment of last year, and they were contacted for issuing PO number for this year but the mail could not be delivered to the usual contact. This was then sent to their general email to HQ, but no more than acknowledgment was received.

Risk register and internal controls were reviewed.

23/063. 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/22/0267/FUL	Land at Tilekiln Green, Start Hill, Great Hallingbury, Essex, CM22 7TA	Refused

Creation of an open logistics facility with associated new access and ancillary office with amenity facilities

(Strong objections: The proposal for a large logistics hub operating 24/7 adjacent to residential housing in Tilekiln Green, Great Hallingbury is detrimental to the locality and would significantly increase traffic.

A proportion of the additional traffic would travel through the villages of Great Hallingbury and Little Hallingbury, along narrow rural lanes, without pavement for the large part, with pinch points which are not wide enough for two vehicles to pass. This would cause significant noise and pollution issues for residents; safety issues for motorists, cyclists, farm traffic and pedestrians alike; as well as verge and carriageway erosion leading to potholes.

Little Hallingbury is already a cut through to the M11 and suffers from a high volume of speeding traffic and accidents along the A1060. With all the increased traffic, particularly HGV's, that will be going to and from the proposed site additional strain will be put on the main road through our village. The narrow lanes of Little Hallingbury are already suffering verge erosion and recent diversions through these lanes have added significantly to this and proved that they are not suitable for increased volumes of traffic, which will only exacerbate the problem.

Tilekiln Green, Great Hallingbury is entirely the wrong place for a large 24/7 logistics hub and the village, and its surrounds should not be allowed to be blighted by such.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/22/3332/FUL	Latchings, Latchmore Bank, Little Hallingbury, Essex, CM22 7PH	Awaiting decision

Conversion of residential outbuilding to self-contained dwelling, with associated curtilage, car parking and landscaping

(Objections: it is inappropriate backland development in Green Belt. The proposed development is too large for the plot and will be overlooking the neighbouring properties, which would lose the privacy. It would upset the linear pattern in this part of the village. The road is unadopted.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/0108/HHF	Windermere, The Village, Latchmore Bank, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QW	Refused

Raise ridge height on roof by 1m, addition of 1no. box dormer to rear slope and 3no. gabled dormers. Proposed pitched roof to the front garage elevation.

(Objections: overdevelopment of the plot - too overbearing on the properties behind it, raising the roof too much; already on the elevated plot; not enough parking space considering it is a 4 – 5 bedroom dwelling.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/0299/HHF	Burrwood, Wrights Green Lane, Little Hallingbury, Essex, CM22 7RF	Approved

Proposed single storey rear extension

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/0331/OP	Land adj. Red Brick Row, Lower Road, Little Hallingbury, Hertfordshire	Awaiting decision

Outline planning application with all matters reserved except access for the erection of 1 no. dwelling

(Objections: it is in Metropolitan Green Belt, within 57dB noise contour, backland development, adjacent to listed building and access is obstructed by bus stop and public footpath. This part of A1060 is an accident blackspot where several accidents happened.

The outline of the building is inappropriate for the area and the entrance is on a privately owned agricultural track).

b) Applications to be dealt with at this meeting:

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/0379/HHF	32 Pyncheon Paddocks, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7RJ

Proposed single storey rear extension (revised scheme to UTT/15/1787/HHF)

No objections.

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/0461/HHF	Denby Cottage, Wrights Green Lane, Little Hallingbury, Essex, CM22 7RL
	Two storey side extension to replace the existing garage and rear dormer to be enlarged.

No objections.

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/0232/HHF	Bursteds Cottages, Sawbridgeworth Road, Little Hallingbury, Essex, CM22 7QU
	Two storey side extension, single storey rear extension and erection of detached garage

Objections: the development is in the Green Belt.

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/0733/HHF	Pipers, Wrights Green Lane, Little Hallingbury, Essex, CM22 7RE
	Proposed change of use from an existing garage to a habitable annex to the main house. External and internal alteration with a rear single storey extension.

Strongly object: the proposal would effectively create a second dwelling within the already tight curtilage and by removing the garage reduce the available on-site parking for a large dwelling. Visitors to this property already park on the pavement within feet of two completely blind corners. It is a new development within the green belt.

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/0753/HHF	Oaks And Bushes, Sawbridgeworth Road,
UTT/23/0754/LB	Little Hallingbury, Essex, CM22 7QU
	Proposed works to main dwelling including rear entrance single storey lean-to extension, external joinery replacement minor internal alterations and new external metal staircase to the existing C20th balcony. Works to garage including loft conversion and 2no. gable end windows. Repairs and partial rebuild of the existing outbuilding.

No objections.

c) Late Planning Matters

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/0855/FUL	Gaston Cottage, Gaston Green, Sawbridgeworth Road,
UTT/23/0795/LB	Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QS
	Change of use of existing residential annexe to 1 no. separate dwelling including amendments to site fencing and gate layouts. (Revised scheme to UTT/18/0249/HHF).

Objections: the application for the annexe UTT/18/0249/HHF was refused last time and it was passed at appeal APP/C1570/D/18/3202890 subject to the annexe not being used as a separate dwelling and there are no grounds to reverse this decision. No proof that the conditions are no longer relevant or reasonable has been submitted.

The building is in Green Belt and separate use would constitute backland development. The common access and parking plan when this was one dwelling will no longer be the case. Access to the proposed separate dwelling is along Back Lane where hard standing is being created. This lane is not suitable for regular vehicle traffic.

If approved as a separate dwelling this development would lead to a greater intensity of use with potential changes to the character and appearance of the site and surroundings.

d) Appeals

To receive planning appeal notifications APP/C1570/W/22/3309462 - UTT/22/0437/OP; APP/C1570/W/22/3310189 - UTT/22/1063/FUL 6x and APP/C1570/D/22/3313474 - UTT/22/2245/HHF.

Received and noted.

23/064. MISCELLANEOUS ITEMS FOR INFORMATION AND NOTING

a) Items received in time for the agenda

- EALC – E bulletins; EALC Police, Fire and Crime Bulletins; EALC Annual General Meeting 2023 Info; EALC Announcement s - Ride London-Essex Pit Stop Fund Launched.
- NALC – Newsletters; Chief's executive bulletins.
- Uttlesford District Council –links for agenda for Planning Committee 22 February 2023; 08 March and 5 April 2023; supplement Planning Committee Presentations to the agenda for Planning Committee, 22 February 2023 and 8 March; link for minutes for Planning Committee 8 and 22 February, 8 March 2023.
- Uttlesford District Council, Chief Executive - current/future funding contributions to the Uttlesford Local Highways Panel.
- Uttlesford District Council, Planning and Building Control Registration Team - Weekly List of Planning Applications.
- Uttlesford District Council, Performance and Business Manager – Agenda for Planning Parish Forum - 28 March 2023.
- Uttlesford District Council, Head of Development Management & Enforcement - Agenda for Planning Parish Forum 28 March 2023.
- Affinity Water - Water Resources update - February 2023.
- Essex County Council, Portfolio Holder for Waste Reduction and Recycling - Booking a slot at Essex Recycling Ecc14308423 02 23 reply.

Received and noted.

b) Late Items

- Essex Police, Rural Engagement Team - Rural Engagement Team March 2023 newsletter.
- Uttlesford District Council – link for Agenda for Planning Committee, Wednesday, 5 April 2023.
- EALC - Special County Update- Affiliation 2023.

Received and noted.

23/065. ITEMS FOR THE NEXT AGENDA AND INFORMATION

None.

23/066. NEXT MEETING

The next Parish Council meeting is scheduled to be held in Village Hall
16 May 2023 starting at 20.00.

The meeting ended at 22:00.

Signed.....
(Chairman)

Date.....