

**MINUTES OF A MEETING OF LITTLE HALLINGBURY
PARISH COUNCIL, HELD ON TUESDAY 21 NOVEMBER 2023,
BEGINNING AT 20.00, IN THE VILLAGE HALL**

PRESENT: Cllr Sue Meyer (Chairman)
Cllrs John Brothers, Dean Hatt, Nicola Marsh, Val McKirdy,
Keith Summerford and Robert Wingard.

ALSO PRESENT: Mrs Urška Sydee (Clerk)
Uttlesford District Council (UDC) Geof Driscoll and Neil Reeve
Essex County Council (ECC) Cllr Susan Barker

23/183. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Brian Back, Ciora Dillon and Andrew Robinson.
All accepted.

23/184. DECLARATIONS OF INTEREST

None.

23/185. PUBLIC PARTICIPATION

None present.

23/186. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 10 October 2023 were approved as a correct record of the proceedings and signed by the Chairman, Sue Meyer.

23/187. MATTERS ARISING FROM PREVIOUS MEETING

None.

23/188. CHAIRMAN'S COMMUNICATIONS

Chairman, Cllr Sue Meyer reported that:

- The reply from resident was received regarding hedge trimming. The letter was read at the meeting and it was passed to ECC Cllr Susan Barker.

23/189. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Essex County Council Cllr Susan Barker reported:

- That she was in communication with Cllr Sue Meyer regarding lady who was walking to Little Hallingbury Primary School from Spellbrook with a push chair and a child who attends primary school. The road is very dangerous to walk and the child now attends the primary school at Spellbrook.

- That she was also in communication with Cllr Sue Meyer regarding the tree on a small triangular piece of highway land by the post code of CM22 7QP and CM22 7QW which was pollarded.
- She is in communication to Hastoe regarding safer railing / gate for footpath leading to the pavement on A1060.
- She is aware of the flooding at Wrights Green Lane.
- Sawbridgeworth Road – road closure because of the flooding outside Oaks and Bushes.
- Speeding was discussed.

20.22 - Cllr Susan Barker left

Uttlesford District Council Cllr Neil Reeve reported:

- Grants for green project are open.
- Local Plan – Responses to Reg 18 must be received by 18 December 2023. Each response will get dedicated line; it's important to comment on each policy separately. He gave additional explanation with regard to Green Belt, employment and affordable houses.

23/190. MEMBERS' REPORTS

Cllr Nicola Marsh – potholes on Dell Lane

Cllr John Brothers – asked about chippings for the car park; Cllr Sue Meyer replied we would have to check how much is left in car park and get more if needed. The car park looks much better now that vegetation had been cut.

Cllr Val McKirdy – erection of Village car park signs should be investigated. Cllr Sue Mayer investigated and they vary in prices depending what material they are made of etc.

23/191. LOCAL PLAN

a) Three Parishes Local Plan Group (TPLPG)

Nothing to report.

b) Local Plan Working Group

Nothing to report.

c) UDC Local Plan

Council was in agreement for Cllr Val McKirdy to draft a response to Reg 18 consultation. This would be circulated to the Council for approval and then submitted to UDC.

23/192. HIGHWAYS MATTERS

a) Update

Report from Essex Highways Liaison Officer was received and noted. It was agreed for the clerk to write to the landowners of the burial ground at Gaston Green, asking them to cut the overhanging vegetation from the boundary of the burial ground because the road is obscured by overhanging vegetation. Installation of speed survey was discussed.

b) 20s Plenty

Nothing to report.

23/193. OPEN SPACES MAINTENANCE

a) Village Car Park

See item 23/190 members' Reports.

b) Gaston Green Pond

Leaves should be kept clear of the grill.

c) War Memorial

Some works to be done when the weather is better.

d) Village Sign

The company which did the previous sign has located the original mould.

The way the sign was mounted on the post will probably be done slightly differently so it would be more difficult to take it off. Awaiting price.

e) General Maintenance

No update.

23/194. EXTENSION ROOM – VILLAGE HALL

Floor covering is done and furniture can be put in shortly.

23/195. NEIGHBOURHOOD PLAN

Cllr Val McKirdy reported that 182 people responded to the Residents Questionnaire, which was a marvellous response. Some volunteered to join the steering group. Analysis of all responses had been made. First meeting of the steering group was already held, next one is scheduled for 28 November 2023, and they can start to develop the vision.

23/196. FOOTPATHS – P3

Since the last volunteer resigned nobody has come forward and inevitably the footpaths will suffer for this.

23/197. SPEEDWATCH

All equipment is received. Police Partnership might be able to help with their own equipment.

23/198. SURVEY

EALC Certificated Courses Survey 2023

The Council considered to take part in the EALC Certificated Courses Survey and concluded that cannot comment as nobody attended courses lately.

23/199. CONSULTATION

EPOA Parking Guidance Consultation

The Council considered responding to EPOA (Essex Planning Officers Association) Parking Guidance Consultation, but had no comments.

23/200. OFF-AIRPORT CAR PARKING SUMMIT

Cllr Robert Wingard reported that there were a lot of senior managers present. Since parking was decriminalised is not creating a problem. It is also difficult to enforce because there is not enough manpower. It can be reported on the website and then the signs are put out – more reports, more

actions. NEP – they try to sell the scheme because that is their income. Fortunately, we do not have a problem with off-airport parking in Little Hallingbury.

23/201. FINANCE

a) Payments

The following payments had been made during the period 14 September 2023 to 13 October 2023:

	£
RW – reimbursement NP website	540.00
Clerk – salary and expenses September 2023	959.74
Great Hallingbury Parish Council – computer (½)	358.50
Seasons Gardening Services – open spaces maintenance	93.00
KS – reimbursement NP	9.45
Handyman – salary July – September 2023	360.00
M D landscapes (Anglia) Ltd – grass cutting	801.96
HMRC – tax September 2023	90.00
PKF Littlejohn LLP – external audit	378.00
UDC – Green waste skip	2,940.00
Richard Mark Lawrance Ltd – hedge trimming	120.00
George Markwell (Builders) Ltd – extension room	2,400.00
All received and agreed.	

b) Income

UDC - Precept £24,500.00

Received and agreed.

c) Balances on 13 October 2023

Community Acc. £31,327.95

Business Premium Acc. (Reserves Acc.) £13,881.37

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

The payments were approved and signed by the Chairman.

g) Grants & Donations

The grants were discussed, decided, and approved.

h) Budget 2024/2025

The budget was discussed and agreed. The precept for the next financial year will be decided at the next meeting.

i) Late Finance Matters

None.

23/202. 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/23/0855/FUL	Gaston Cottage, Gaston Green,	Refused
UTT/23/0795/LB	Sawbridgeworth Road, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QS	Withdrawn

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.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/1431/HHF	Hollyhocks, Grinstead Lane, Little Hallingbury, Essex, CM22 7QX	Withdrawn

Replacement garden storage building

(Objections: Overlarge for the shed replacement and a 'backland' development.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/1625/HHF	The Hop Poles, Gaston Green, Sawbridgeworth Road, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QS	Awaiting decision

Replacement of existing driveway gate with a wooden gate of the same dimensions, replacement of existing stile with a wooden pedestrian gate.

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2093/FUL	Rear of Branscombe, Dell Lane, Little Hallingbury, Essex, CM22 7SH	Awaiting decision

Erection of 2no. detached dwellings with associated car parking and private garden

(Objections: The erection of 2 no. detached dwellings with associated car parking and private garden at the rear of Branscombe and Dell House, Dell Lane in Little Hallingbury would be building in Green Belt. The core function of the Green Belt is to protect the historical development pattern and prevent the encroachment of unsuitable development in open countryside. Green Belt ensures existing character is not further diminished and should only be built on in exceptional circumstances.

The proposed properties are back – land development and would disrupt the linear pattern here in the Village. There will be overlooking and loss of privacy of neighbouring properties and their rear gardens if these were build.

The neighbouring properties either side of Branscombe and Dell House would have access roads built alongside their properties and gardens to facilitate vehicle access, eg. deliveries and visitors, thus creating noise and disturbance.

Historic England should be consulted as the application could have an impact on the setting of the scheduled monument. The proposed development lies in an area of archaeological potential next to the scheduled monument of Wallbury Camp (SM 1002190) Wallbury Camp is the remains of an Iron Age Oppidum (hillfort) located on the Essex Hertfordshire border.

Local drainage and sewerage works are already at capacity. It has been demonstrated that there are a significant number of sewerage overflows into the brook in Little Hallingbury which connects to the river Stort; one of only 200 chalk streams in the world, additional development will exacerbate this problem.

This land is under the flight path to Stansted airport No more housing should be put in areas under flights paths if people are to be protected from noise nuisance.

Developments under flight paths fail to be sustainable on this extremely important criterion alone.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2077/HHF	12A Hallingbury Close, Little Hallingbury, Essex, CM22 7PL	Awaiting decision

Demolition of existing single storey garage, proposed replacement single storey side extension, installation of Velux rooflight to existing roof, installation of window at half-landing level to flank elevation and associated landscaping works

(No objections)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2186/HHF	Three Acres, Motts Green Road, Little Hallingbury, Essex, CM22 7RN	Approved

Conversion of outbuilding to create a residential annexe

(Objections: This outbuilding is in Green Belt and is a back-land development. The core function of the Green Belt is to protect the historical development pattern and prevent the encroachment of unsuitable development in open countryside. Green Belt ensures existing character is not further diminished and should only be built on in exceptional circumstances.

The outbuilding being converted is already in existence. When was this building erected is there a record of its planning approval?)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2197/FUL	Horbury, Wrights Green Lane, Little Hallingbury, Essex, CM22 7RL	Approved

Demolition of existing detached dwelling and garage. Erection of replacement four-bedroom dwelling

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2342/HHF	Crouchmead Corner, Lower Road, Little Hallingbury, Essex CM22 7QX	Awaiting decision

New carport and conversion of existing garage to games room.
(Objections: Conversion of the garage to the game room is not a problem, as the dimensions seem to be the same. The carport however is in front of the building line, both to the front and the right-hand side of the property. Planning conditions should not allow outbuildings on land in front of a wall that forms the principal elevation, and it may also obscure the sight views as you approach the main A1060 road junction. It will also mean dismantling of an old air-raid shelter.)

Not officially asked to comment by UDC:

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/1913/FUL	Normandale Farm, New Barn Lane, Great Hallingbury, Essex, CM22 7PR	Awaiting decision

Section 73A Retrospective application for the use of barn as stables

(Objections: Highway safety – road is not built for that purpose; traffic generation – it would increase the volume of the traffic on a narrow, single-track road; road access – not suitable for larger vehicles.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/23/2476/HHF	The Thatch, Lower Road, Little Hallingbury,	Awaiting
UTT/23/2477/LB	Essex, CM22 7RA	decision

Proposed internal alterations and external fenestration changes to utility, kitchen and office. New flat roof with conservation lantern roof light to raise head height at existing gutter above kitchen.

(No objections.)

b) Applications to be dealt with at this meeting:

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/2470/HHF	Pleasant View, Sawbridgeworth Road, Gaston Green, Little Hallingbury, Essex, CM22 7QS

Erection of garage, timber gate and fence

No objections.

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/2585/CLE	Three Acres, Motts Green, Motts Green Road, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7RN

Erection of an outbuilding.

Objections: overdevelopment of site in green belt.

<u>Application No.</u>	<u>Site and Development</u>
UTT/23/2632/HHF	Treetops, Latchmore Bank, Little Hallingbury, Essex, CM22 7PH

Demolition of existing single storey self-contained one bedroom residential annexe and erection of new two bedroom self-contained residential annexe

Objections: backland development in green belt.

c) Late Planning Matters

c.1) Notification

Notification INV/23/0224/C was received and noted.

d) Address Notification

The existing address letter -23/00055/NEWNUM was received and noted

23/203. MISCELLANEOUS ITEMS FOR INFORMATION AND NOTING

a) Items received in time for the agenda

- EALC – E bulletins; County Update November 2023; Police, Fire and Crime e-Bulletins; Waste Strategy for Essex Information Event; EALC AGM 2023- Resources Pack; Announcement: PFCC Op Stronghold 2023; PFCC Precept Survey 2024/25; NALC Pay Scales 2023-24.
- NALC – Newsletters; Chief's executive bulletins.
- Uttlesford District Council, Planning and Building Control Registration Team - Weekly List of Planning Applications.
- Uttlesford District Council –links for agenda for Planning Committee 25 October 2023 2x and 22 November 2023 2x; link for minutes for Planning Committee 25 October 2023.
- Essex Police, Local Policing Support Unit, Rural Engagement Team - Rural Engagement Team October 2023 newsletter.
- Stansted Airport Watch - Member letter November 2023; Press Release 6 November 2023.
- Essex County Council, County Councillor for Great Dunmow division – Funds; November 2023 Highway Reports; Highways Highlights Bulletin - October 2023 issue.
- Uttlesford District Council - Dunmow Area Parish Meeting: 29 November 2023.
- Charity Commission - Charity Commission News February 2023.
- Takeley Parish Council, Clerk – invitation to an extraordinary meeting, held 15.11.2023, 2x.
- Uttlesford District Council - Local Nature Recovery Webinars. Circulated 13.11.2023
- Stansted Airport, Community Engagement Team - Stansted Airport Community Flyer Autumn 2023 edition.

b) Late Items

- EALC – Announcement: Worknest FREE Employment Law Webinar 2023.
- Takeley Parish Council – Paper copy of local plan response form; Extraordinary meeting minutes; Draft joint letter of objection to CPZ changes in Reg 18.
The Council agreed to support the letter.

23/204. ITEMS FOR THE NEXT AGENDA AND INFORMATION

None.

23/205. NEXT MEETING

The next Parish Council meeting is scheduled to be held in Village Hall
02 January 2024 starting at 20:00.

The motion to exclude the public was proposed by Chairman and it was agreed to
exclude the public for the item 23/206.

22.10 – Clerk left the meeting

23/206. CLERK'S SALARY (the public will be excluded for this item)

National Salary Award for 2023/2024

The Council considered and accepted the agreed 2023/2024 National Joint
Council for Local Government Services (NJC) pay scales, to be applied from
1 April 2023.

22.13 – Clerk returned to the meeting

The meeting ended at 22:14

Signed.....
(Chairman)

Date.....