

**MINUTES OF A MEETING OF LITTLE HALLINGBURY
PARISH COUNCIL, HELD ON TUESDAY 11 FEBRUARY 2025,
BEGINNING AT 20.00, IN THE VILLAGE HALL ANNEXE**

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

ALSO PRESENT: Mrs Urška Sydee (Clerk)
Uttlesford District Council (UDC) Cllrs Geof Driscoll (25/031),
Neil Reeve

25/024. APOLOGIES FOR ABSENCE

Apologies have been received from Cllr Nicola Marsh; it was noted that Cllr Ciora Dillon is unwell.
UDC Cllr Geof Driscoll and ECC Cllr Susan Barker.
All accepted.

25/025. DECLARATIONS OF INTEREST

None.

25/026. PUBLIC PARTICIPATION

None present.

25/027. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 08 January 2025 were approved as a correct record of the proceedings and signed by the Chairman, Sue Meyer.

25/028. MATTERS ARISING FROM PREVIOUS MEETING

None.

25/029. CHAIRMAN'S COMMUNICATIONS

Cllr Sue Meyer reported that:

- She was contacted by ECC Cllr Susan Barker that residents were complaining about overgrown laurel hedge on Wrights Green opposite small green. It was agreed that the clerk write to the owner of the property asking to cut it back.
Cllr Val McKirdy advised that the hedge at Old Rectory, facing Goose Lane is overgrown too. The clerk to write to diocese to cut it back.
- She visited the Little Hallingbury Primary school with reference to Canadian Memorial and was very pleased with the children's conduct.

25/030. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Neil Reeve reported:

- Local Plan: inspector was appointed, and schedule is expected in due course.
- Airport: intended to increase passenger limit to 51 million; the application has not been submitted yet;
- Local Government Reform: Government made a so called white paper: Counties can go for mayorship and Essex could come for consideration for that – they already agreed not to have election in May; abolishing district councils which would be replaced by unitary councils; the responsibility for planning, waste collections, healthcare, education will be brought under one umbrella; taxes will increase. This will not happen immediately.

25/031. MEMBERS' REPORTS

Cllr Robert Wingard – started a campaign about potholes: walked around taking photos and reported them.

He attended a course regarding Public Rights of Way which was very informative.

It was noted that the gullies were cleaned.

Cllr Brian Back – repair on the Sawbridgeworth Road is already falling apart.

Cllr Dean Hatt – New Barn Lane is falling apart and is dangerous.

20.47 UDC Cllr Geof Driscoll arrived

Cllr Andrew Robinson – Dell Lane is getting worse.

Cllr Val McKirdy – gullies have been cleaned, but now the verges need cleaning. It was agreed to contact UDC and request curb sweeping.

25/032. LOCAL PLAN

a) Three Parishes Local Plan Group (TPLPG)

Nothing to report.

b) Local Plan Working Group

Nothing to report.

c) UDC Local Plan

Reported in 25/030.

25/033. HIGHWAYS MATTERS

a) Update

No update.

b) VAS Sign

No update.

c) M11 Tree Cutting

Reply regarding cutting the trees from National Highways was received and noted.

d) Red Lines

The Council discussed asking for red lines near the school and agreed not to proceed with that at the present.

25/034. OPEN SPACES MAINTENANCE

a) Village Car Park

No update.

b) Gaston Green Pond

Nothing to report.

c) War Memorial

Nothing to report.

d) Village Sign

Awaiting better weather conditions to install the sign.

e) General Maintenance

No update.

25/035. NEIGHBOURHOOD PLAN

Update

Cllr Val McKirdy reported that Steering Group met with a planning consultant appointed by UDC, who reviewed the LHNP Vision, objectives and proposed policies along with the NP evidence gathered to date and provided a written report. The feedback was discussed, and revisions and additions will be made based on the advice received. The revised policies will be available for residents to comment on at next consultation. The meeting with a UDC Planning Officer was held regarding impact of the revisions to NPPF announced by the Government on our LHNP.

Non designated assets list: our village has over 60 nationally listed buildings but does not currently have any non-designated assets on the UDC list. The Steering Group will be considering whether there are any which meet certain criteria and could qualify to be added to UDC Non-Designated Heritage Assets List.

25/036. AFFORDABLE HOUSING

Email with further steps was received and it was noted that there will be a virtual meeting with the Parish Council, RCCE, Hastoe and planners in March 2025.

25/037. FOOTPATHS – P3

It is hoped that one new person will train.

25/038. SPEEDWATCH

The group is monitoring traffic regularly and it was noted the general flow is slower.

25/039. NEIGHBOURHOOD WATCH

Nothing new.

25/040. POLICE COMMUNITY SUPPORT OFFICER (PCSO)

An email from Uttlesford Community Policing Team was received and noted. The PCSOs were reinstated. Cllr Sue Meyer reported that MP visited the village and was informed of our concerns which he raised in Parliament.

It was agreed that clerk writes to the policing team that we are not interested in funding PCSO but would like to receive information regarding this matter.

25/041. VICTORY IN EUROPE DAY - VE (Cllr Robert Wingard)

The Council discussed Sawbridgeworth Town Council proposal regarding joint VE celebrations and decided not to be involved. The Little Hallingbury History Society is preparing an event jointly with Hatfield Heath and Great Hallingbury History Societies at the end of May 2025.

25/042. FINANCE

a) Payments

The following payments had been made during the period 14 December 2024 to 13 January 2025:

	£
EALC – course	96.00
UALC – membership 2024/2025	5.00
Essex Air Ambulance – donation	200.00
Village Views – donation	1,000.00
St. Mary's PCC – grant	200.00
Clerk – salary and expenses December 2024	911.82
HMRC – tax December 2024	90.00
HMRC – NIC December 2024	7.96
SM – reimbursement	13.35
SM – reimbursement	133.24
St. Claire's Hospice – donation	300.00
Handyman – salary	360.00
Uttlesford Citizen's Advice Bureau - donation	200.00
Poppy Appeal – donation	25.00
R W Marsh & Son – pond clearing	1,110.00
Broad Oak Consultants Ltd – printer cartridges	209.20
Alpha Signs – village sign	3,430.00
All received and agreed.	

b) Income

EALC – Bursary Clerk	£60.00
Received and agreed.	

c) Balances on 13 January 2025

Community Acc.	£17,194.73
Business Premium Acc. (Reserves Acc.)	£14,139.25
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) Internal Audit

Karen Roddam was appointed as internal auditor.

It was agreed that the General Power of Competence is adopted as two thirds of Members were elected and there being a suitably certified clerk.

h) Late Finance Matters

Course

The sum of £160.00 + VAT for the 'Protecting Commons, Greens & Open Spaces course organised by EALC; for Cllr Robert Wingard was approved.

25/043. 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/24/1775/FUL	Lock Farm, Dell Lane, Little Hallingbury, Essex CM22 7SG	Awaiting decision

Proposed demolition of existing outbuildings and erection of 6 no. residential units, (2 x 4 beds and 4 x 3 beds), with associated landscaping and parking.

(Objections for the reasons given below:

Green Belt

The proposed site is within Green Belt, General Area 13 which was considered to contribute 'Moderately' to purpose 1 and to contribute 'Strongly' to Purposes 2 and 3 of Green Belt. These assessments are taken from Uttlesford Green Belt review 2016 updated 2023.

Green Belt should only be built on in exceptional circumstances. Core policy 3 of the UDC draft Local Plan 2041 identifies Little Hallingbury as a 'Larger Village' and states development outside of the existing built areas will only be permitted where it is allocated by the Local Plan 2041. Any 'Larger village' which Little Hallingbury is, located in Green Belt would not be appropriate for allocations to be made.

Outside village development limits.

The proposed site is outside of the village development limits.

Flood Zone.

Part of the land proposed for development is in Flood Zone 2. The on-going management and maintenance of existing and any proposed drainage networks, under the riparian ownership of the developer, should be undertaken in perpetuity with the development.

Noise contour –Stansted Flight Path.

The proposed development site lies within noise contour 57 for Stansted airport. In order to maintain a focus on the adverse effects on health and quality of life, there should be restrictions placed on the building of new homes under flights paths. The noise levels experienced by people should be a material factor for making planning decisions. One obvious way to reduce the impact of aircraft noise is to keep the numbers of people affected to the minimum by not building any more homes under flight paths.

Development proposed in a Landscape Character Area rated as 'Highly Sensitive'

** Little Hallingbury Landscape Assessment Study 2024 Copy to be appended when the comments are sent to UDC.*

The application for 6 dwellings at land adjacent to Lock Farm is in a Highly Sensitive Area as assessed by Liz Lakes Associates 2024 - Landscape Assessment Area 1 River Stort Valley. The LAS report states that in this LPLCA 1, 'Development is

inappropriate and would damage the character of the River Stort Valley.' **Liz lakes Landscape Assessment Study Appendix A page 3.*

Without prejudice: in the event that this application succeeds, adequate soft features such as hedging, native tree lines which should be substantial, e.g. 5 metre, and other screening must be provided, so that views of the development cannot be seen particularly from the River Stort towpath. In addition road side hedges, verges and trees should be protected within and around the site.

Impact on the setting of the scheduled monument of Wallbury Camp.

There is an ancient earthwork 'Wallbury' just to the north of the proposed site. Historic England has concerns regarding the application on heritage (undesigned archaeology) grounds. They consider that the issues and safeguards outlined in their advice need to be addressed in order for the application to meet the requirements of paragraphs 200 and 211 of the NPPF.

SSSI

There is a Site of Special Scientific Interest (SSSI) within (.25 of a kilometre) 300 yards of the proposed site. This SSSI is an area of unimproved wet grass land and fen. It contains species which are uncommon and declining. The site also hosts overwintering birds.

Uttlesford planning policy ENV7 states that development proposals that adversely affect areas of nationally important nature conservation concern, such as Sites of Special Scientific Interest, will not be permitted unless the need for the development outweighs the particular importance of the nature conservation site or reserve. Where development is permitted the authority will consider the use of conditions or planning obligations to ensure the protection and enhancement of the site's conservation interest.

Design appearance and materials.

Conversion or replacement of agricultural buildings should not undermine the rural setting of the character area. Design should infer from surrounding examples as well as materials and palettes. This proposal is for a cul-de-sac in what is a rural setting and does not appear in context with the surrounding area.

Scale

This development will be clearly visible from the River Stort towpath by virtue of its size and scale. Without prejudice: In the event that this proposal is accepted, building heights should be reduced to minimise the visual impact. The roofs as shown are very high pitched and would be over dominant in their setting. Particularly as the development stands on land some 5 metres higher than the tow path.

Layout and density.

The proposal for 6 dwellings constitutes over-development and the scale, layout and density is out of character with the settlement pattern of the immediate area. The garden sizes appear smaller than would be expected, however there are no measurements given on the plans.

Bin Storage

Integrated private or shared bin storage which is discreet and adequately concealed from public view is required.

Exterior Lighting

Any exterior lighting should have regard to the likely detrimental impact on bats using the site, there should be no increased light spillage on to suitable habitats, particularly on the periphery of the site, where bats are most likely to forage and commute. Proximity to the Stansted Airport flight path also requires exterior lighting be restricted.

Adequacy of access road and turning area.

The access road and turning area appear insufficient for the size of development. The access road doesn't look to be wide enough for two vehicles to pass.

Adequacy of parking

Visitor parking is insufficient.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/2623/HHF	25 Pynchon Paddocks, Little Hallingbury, Essex, CM22 7RJ	Approved

Conversion of garage and erection of a single storey rear extension

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/2929/LB	Thistle Cottage, Motts Green Road, Little Hallingbury, Essex, CM22 7RW	Refused

Retention of roller shutter door within outbuilding.

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/24/3022/HHF	Friars Cottage, Lower Road, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QZ	Approved

Proposed rear extension at first floor level to provide additional bedroom and bathroom space including new roof windows, replacement of existing garage door with two new windows surrounded by a rendered external wall above a facing brickwork plinth, provision of new bi-folding doors to the ground floor of the rear elevation, removal of timber detailing to the front elevation gable and replacement with new render and replacement of existing windows.

(No objections.)

All received and noted.

b) Applications to be dealt with at this meeting:

<u>Application No.</u>	<u>Site and Development</u>
UTT/25/0153/LB	Thistle Cottage, Motts Green Road, Little Hallingbury, Essex, CM22 7RW

Installation of side-hung doors on front elevation of existing outbuilding

No objections.

Not asked officially:

<u>Application No.</u>	<u>Site and Development</u>
UTT/25/0236/HHF	Seven Acres, Latchmore Bank, Little Hallingbury, CM22 7PE

Erection of a single storey outbuilding to be used as an Annexe

Objections: Self-contained new dwelling in Green Belt.

c) Late Planning Matters

Application No. Site and Development

UTT/25/0219/HHF The Nest, Goose Lane, Little Hallingbury, Essex, CM22 7RG

Loft extension and addition of front porch to the property

No objections.

d) Enforcement

Notification

The enforcement investigation notification INV/25/0009/C was received and noted.

e) Appeal

Decision

The decision notice Appeal Dismissed - APP/C1570/W/24/3337284 - UTT/23/0855/FUL was received and noted.

25/044. MISCELLANEOUS ITEMS FOR INFORMATION AND NOTING

a) Items received in time for the agenda

- EALC – E bulletins; Police, Fire and Crime e-Bulletins; Upcoming courses; Letter from EALC Chair regarding recent PFCC announcement of cuts to funding; Partnership Announcement- VE Day 80 - 8th May 2025; NALC's statement regarding accessing PDFs on NALC website.
- NALC – Newsletter s; 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 15 January and 12 February 2025 2x; link for minutes for Planning Committee 15 January 2025.
- Lithium-ion batteries Bill campaign update.
- Passenger Transport - Extension of Application Deadline for Love Your Bus Grant Funding and FAQ document; December Transport meeting notes.
- Local Plan - Uttlesford Local Plan: information regarding examination that commenced.
- Essex County Council, Integrated Passenger Transport Unit - Extension of application deadline for Love Your Bus grant funding and FAQ document.
- CPRE – An update.
- Sawbridgeworth Town Clerk - SSHW&HH cross border meeting reminder.
- Essex County Council - Essex Air Quality Strategy public consultation. Closing date: 02.03.2025.
- Essex County Council, Community Safety Lead - Prevent Training for Venue Hire Staff.
- Lithium-ion battery campaign - February 2025 Update.
- RCCE, Administrator - RCCE membership event.
- Stansted Airport Limited, Community Engagement Manager - long-term plan consultation.

Everyone to respond to this consultation individually.

All received and noted.

b) Late Items

- EALC – Partnership Announcement- Essex County Council Accepted onto Devolution Priority Program; Request from the Rural Community Council of Essex.
- Stansted Airport, Community Engagement Co-ordinator - Stansted Airport Community Flyer.

Both received and noted.

- Stansted Airport Limited, Community Engagement Manager - Stansted's Long-Term Plan: Parish workshops.
- Cllr Robert Wingard will attend one of the workshops.

25/045. ITEMS FOR THE NEXT AGENDA AND INFORMATION

None.

25/046. NEXT MEETING

APM will be held 11 March 2025 in the Village Hall starting at 20.00.

The next Parish Council meeting is scheduled to be held in Village Hall annexe 08 April 2025 starting at 20.00.

The meeting ended at 21.40

Signed.....
(Chairman)

Date.....