



Little Hadham Parish Council

PARISH COUNCIL MEETING MINUTES

Minutes of the 9th meeting of **Little Hadham Parish Council** (2019 – 2023 Session) held on Tuesday 3rd March 2020 in the Village Hall, Little Hadham.

Present: Cllr E Lloyd-Williams
Cllr R Mardell
Cllr A Hoodless
Cllr M Wilkinson
Cllr C Westlake
Cllr F Arkell

Also: Clerk: Carole Page, Cllr Williamson, and 5 members of the public

20.2.1 To receive and accept apologies for absence. Cllr Wilkinson Attwell sent apologies due to personal reasons, the councillors and Chair Cllr Wilkinson accepted the apologies

20.2.2 Democratic 10 minutes.

20.2.3 Declaration of interest and dispensations. There were no comments or questions on agenda items.

20.2.4 Approval of minutes held on the 4th February 2020 to be agreed and signed as a true record.

20.2.5 Matters arising from the minutes.

- Drive – Safe - Cllr Arkell to meet with the police at headquarters on the 14th March. Cllr Mardell will also attend.
- Awaiting response regarding the potholes.
- Cllr Lloyd-Williams to give Cllr Arkell access to twitter, Facebook is fine
- Neighbourhood Planning – a meeting needs to be held prior to the next PC meeting. To go on the next agenda, where a vote will be taken as to the future of the plan.

20.2.6 Reports - Areas of Responsibility

1 Highways

- Bypass – Cllr Arkell and Westlake attended the bypass meeting, there are to be more road closures, one in July of a 5-week closure. Notices will be sent out fairly soon from the bypass team. Going quite well with a February 2021 finish. **Action: Cllr Arkell to see if a site visit can be set up.**
- Road Safety Update – Cllr Arkell – trying to get something in place so there are representatives for all the areas of the Parish. **Action: Cllr Arkell to set up a meeting with the people representing each of the areas.**
- Drive Safe – Cllr Mardell and Arkell to be set up on the system shortly. All leads have to do training on data protection. **Action: Cllr Lloyd Williams to check the leads have passed the training.**

2 **Environmental affairs** – Cllr Hoodless – nothing to report. **Action: Cllr Hoodless to check the tree on Lord Salisbury’s land opposite Millfield Lane, bordering the Vineyard. It has been asked if it is on Salisbury land can it be made safe.** Cllr Hoodless to go back over the emails, Action **Cllr Hoodless to send emails to Cllr Lloyd Williams.**

3 **Playing fields and young people’s needs** – Cllr Mardell – A tree was down during Storm Dennis and has been dealt with. The hedges have been cut. Cllr Lloyd Williams said it looks excellent and is good to finally have it done. Cllr Mardell commented the chain link fences on both the playing field and the Ridgway play areas are damaged and need repairing and replacing. The notice on the Ridgway play area has been placed by the gate, but not close enough so it can be cut around. **Action: Cllr Mardell**



Little Hadham Parish Council

to get the notices moved and also develop a maintenance plan. Action: Cllr Attwell to get three quotes for the playground inspections.

- 4 **Community** – Cllr Mardell – Letter from East Herts ambulance for us to do a visual check. Cllr Mardell to email them to advise them the defib is in working order and being checked on a regular basis.
 - **Village Hall** – Jan Williamson. We now have our grant from East Herts Council for the purchase of film club equipment. We hope that our new film equipment will be installed within 2/3 months. We are still having to upgrade some other electrical equipment to ensure compatibility. This will inevitably alter our costings, but I think we have found another benefactor to help with additional costs. This will now allow us to put on some dementia friendly matinees for our community plus offer it to local care homes.

We have now had a feasibility survey for energy conducted and are awaiting results of this. We are still waiting for budgetary costing to be submitted.

Sub-committee been set up for fund raising. We have set dates for various fundraising events, first of which is a quiz evening on 28th March @ 7 O'clock. The cost is £10 per head which includes a hot supper suitable for GF, Vegan and meat eaters. There will be a bar and a raffle. Other events for the year are VE lunch?, Italian themed evening, Barn dance, craft fair, Fun run/walk ?An evening of talk on Fairport Convention celebrating 50 years and possibly a talk on London from the roof tops (a decade of change) by a London photographer James Burns. These are to fit in with Hertford Year of Culture.

I have had a meeting with Clarion Housing who are very interested in our project and in particular the Social Prescribing diary which reaches out and beyond our village to connect with other villages which would benefit Clarion tenants. They have many contacts and contractors who can be of use to our village hall and indeed have their own grants and pots of money if we can fit in with their future ideals. They have given me their contacts and some suggestions for grants. I have now been contacted by their contractor who have made an appointment for next Wednesday 11th to come and have a look at what we want.

I still have no vice chair which is very worrying as the Committee cannot function properly without one. I will keep trying.

Finally, we have not put up our rates for 4 years and this is now proving that we are running at a loss. This has to be rectified and we will have more information after our next Committee meeting. Our outgoings now are increasing yearly with maintenance, wages and energy. When the refurbishment is finished, we hope that our hall will be highly desirable to a wider market and will have more daytime usage.

Easter Lunch – (See appendix 2). Maybe look at this again with a view to the PC paying for the hire of the hall.

War Memorial – we are nowhere with it. Chair mentioned Cllr Attwell, Mardell and the clerk meet to discuss this further with Chair. Get a meeting with Ian Hollirake.

- 5 **Consultations and Public Relations** – Cllr Arkell – Posting regularly on Facebook, fundraising for village hall, road closures, etc. Looking at the 'Next Door' app.



Little Hadham Parish Council

- 6 **Neighbourhood Plan** – Cllr Attwell – Not too late for people to step forward if they want to progress this. **Action: Cllr Arkell to talk to Cllr Attwell about putting something on Facebook to say we are voting in April on what the next steps are.**
- 7 **Significant External Factors** – Cllr Hoodless – nothing to report.
 - Stansted Airport – Chair.
- 8 **Flood prevention project C15** - progress update – See Appendix 1
 - Risk Assessment due May 2020. **Action: Clerk to send the report to Cllr Westlake. The report has been sent to Cllr Westlake. Action: Cllr Westlake to speak to East Herts via Cllr Williamson.**
- 9 **Security** – Cllr Mardell – cameras are doing their job and working well but could do with a clean.
 - Police Liaison – PCSO De Bruyn – Cllr Mardell
 - Crime report from 4th February to 28th February 2020. People to be more vigilant and lock doors. Police Liaison is scheduled for 11th March in Hunsdon
 - 2 x Reports of Criminal Damage – where a window has been smashed at 2 separate residential properties in Little Hadham by an unknown object. All police enquiries have been progressed and both crimes have now been finalised. No Suspects identified.
 - 2 x Reports of Theft of Property – from a construction site along the A120. There are no further lines of enquiry. No Suspects identified
 - Criminal Damage to a vehicle – a vehicle was damaged with eggs outside a residential address in Little Hadham. Police enquiries have been fully progressed. No Suspect has been identified.
 - Criminal Damage to a vehicle – a vehicle has had damage caused to their windscreen from a stone along the A120. There are no lines of enquiry to progress.
 - Theft of Motor vehicle – a motor vehicle was stolen from outside a residential property in Albury. This is one of a series of incidents of this nature that has occurred, and police enquiries are currently being progressed.

Several reports between Bishops Stortford and Little Hadham have been received following several cars having damaged caused to their windscreen.
A Suspect has been arrested by Essex police for offences regarding damage to vehicles along the A120 and the investigation is ongoing. Herts Constabulary have an invested interest in these enquiries. Several incidents have since been reported at other separate locations along the A120 close to the roadworks sites of the new bypass.

 - Operations – Cllr Attwell – Finance meeting held with two questions: regular income from the precept matching the outgoings. **Action: Clerk to request information on what the appropriate amount of money a PC is to hold in the bank.** Parish Councils do not have legal power to hold revenue reserves other than to cover general running costs of the body or for specifically earmarked purposes. Reserves normally fall within 3- & 12-months gross expenditure. **Levels of reserves are to be considered within the financial risk assessment; under the Financial Services Compensation Scheme, up to £85,000 held with any one provider is covered; any amounts over this would, in the event of the bank failing, be lost.**
- 10 **SIDs machine expenditure to be looked at.** **Action: Clerk to circulate the budget to the councillors.** (done)
- 11 **Grants** – Cllr Attwell – Be more proactive with grants. Councillors to apply for one grant each at least. War memorial another possibility. War memorial body. **Action: clerk to**



Little Hadham Parish Council

- contact Police Commissioners to see where our application is. We have received confirmation that our application was successful.
- 12 Allotments – Cllr Wilkinson – nothing to report. **Action: Clerk to get the allotment paperwork from Joel.** Paperwork has been requested.
 - 13 Annual Parish Meeting – 14th May 2020 – Cllr Lloyd Williams. Action: clerk to send out invites: By-pass team, Cllr McAndrew, Cllr Williamson, Jan Williamson, Charities, School, Jonno about Millennium wood, Sgt Nicola Hunt and Inspector Chris Hunt for Police, Drive Safe scheme
 - 14 Horse Chestnut Tree, Bury Green – Cllr Lloyd Williams –the tree suffers from a disease and we should do everything to extend its life. Needs to be pollarded. **Action: Cllr Hoodless to look at getting three quotes. Clerk to get the report carried out from a tree surgeon to send to Cllr Hoodless.** Clerk sent three old quotes from Maydencroft, Atkins, Principal Trees to Cllr Hoodless. **Action: Cllr Hoodless to work on getting a tree report, clerk to get the report circulated. Also add to the next agenda.**
 - 15 Protocol for marking the death of a Royal. Cllr Lloyd Williams asked if we should be re-considering this. **Action: Discuss at the Parish Assembly.** (Parish Assembly not confirmed will go ahead due to Coronavirus)
- 20.2.7** Update from Cllr Williamson – Apologies unable to attend. Site at Chapel Lane - We're still waiting for the legal opinion on the grounds to challenge the decision by PINS to come through. Sorry there isn't a fuller update that can be provided to the Parish Council and residents yet but hopefully all can be assured that EHC is progressing matters.
- 20.2.8** Chair's Report – pleased that Ron is back and working. We gave money to 'Cancer Now', which was the charity that Linda Bunce requested.
- 20.2.9** Clerk's Report
- 1 To agree to payment of accounts. Cllrs agreed to the payment of the accounts
 2. To accept the accuracy of the financial statement Cllrs accepted the accuracy of the financial statement.
- 20.2.10** Planning matters. To receive the report from the Planning Committee
- 20.2.11** Correspondence
- 20.1.12 Date of next Council meeting – Tuesday, 7th April 2020
- 20.1.13 To close the meeting – 21.38

Appendix 1

Flooding update 1st March 2020 -Cllr Westlake

Information from Graham Pearson 2019. Parish Council Minutes Feb 2019.

Flood prevention project C15 - progress update – Cllr Pearson. Cllr Pearson said Connect Scaffolding had cleared 90m of the ditch from Pathway Cottages leaving 40m at Ford End uncleared. EHC and the Environment Agency were in discussion to persuade the riparian rights owner to clear the final part of the ditch. Should this fail to prevent flooding they would consider constructing a holding pond on the field behind Pathway Cottages. The landowner has given consent and the Council might be asked to contribute £500 towards the total cost of £1,000 with the remainder coming from local businesses. Should this not solve the problem, they would consider laying a pipe directly from the ditch behind Pathway Cottages to the river. Cllr Pearson said that, despite the drain under the road being cleared, water was coming out of the manhole cover near the ditch. He said Herts Highways intend to concrete over the start of the ditch between the road and the river which would make clearing some of the silt easier.



Little Hadham Parish Council

I emailed Graham McAndrews re above and he has got in touch with Ian Hollinrake from Highways who was in the multi-agency group set up to work a solution. He told me that: -

1. The promised plinth has been put back to the year 2020-21 as all had gone quiet and there is a lot of pressure on funds. It will need to be designed first and that COULD happen in April 20. Will be worth keeping on top of this so that it doesn't get forgotten again.
2. Ian suggested waiting to see if the bypass holding lake makes a difference once bypass completed. This was suggested as a possibility solution by the Bypass Team.
3. Any enforcement notice for digging out the ditch between the old Police house and Ford End House would need to be served by EHDC. I have tried contacting them but no success yet just to understand what this involves.

I reported to Highways a fault of a gully that water was gushing from out on to the road (as did Graham Pearson). They replied their assessment showed no need for action. NB Next time report immediately and send photos.

Appendix 2 – Cllr Westlake **Funding for Easter Lunch**

I have attended a fund-raising workshop at Wallfields to see what sort of funds are available and the process of application. Cllr Graham McAndrew said he would be unable to help this time round.

I have met with the Chair of the Village Hall to discuss what other funding applications are going on in our community. An application for Easer Lunch would be in competition with these.

I have sent the Stanstead Passenger fund application form to the villagers wanting to put this event on and advised that they would need to give a full break down on costs if applying for the council grant (max £300) The other fund (above £300) can take some time to process as applications have to be prioritised and monies would not be available by the April date.

In summary, there is very little money around and any application has to be very precise in terms of costs but also in proving benefit in some way to the village. At the moment, I can't see any other way I can be of help.



Little Hadham Parish Council

Appendix A - Chairs Report

Neighbourhood plan

We have had no response from the article in the Parish Magazine about the Neighbourhood Plan starting up again. We need to now decide whether to draw a line under the plan for now or continue to try and recruit. We should do something with the Character Assessment work completed during the project and continue to monitor the area around Neighbourhood planning.

Cllr McAndrew

I have invited Graham McAndrew to attend one of our meetings but as not yet heard back. Graham organised and attended the road safety meeting held (report below). At this meeting Graham commented that our meeting dates are difficult due to clashes with East Herts and other Parish meetings. I will contact Graham again and invite him to speak and attend at our Annual Meeting. This will hopefully be a good all-round solution. I will continue to stay in touch with him on other matters.

Drive Safe / Road Safety Speed Meeting

The meeting was attended by Cllrs from Albury, Furneux Pelham, Stocking Pelham, and Little Hadham Parishes, as well as Graham McAndrew and Highways. During this meeting all the parishes specific problems were discussed. Each Parish marked their specific problems onto a map which Ian Holirake took to consider. Speed monitoring will be undertaken on the c15 with a view for an outcome within 5 months. In some ways we were ahead of other parishes who were advised to start drive safe schemes and told about the crime commissioners road safety fund. However, other parishes already have SIDs machines. I raise the following issues (a120 speeding, village entrance points, c15, rat running the hamlets and lanes, the A120 bypass works.

A120 Bypass

Confirmed as on track for opening by the end of 2020

Drive Safe Volunteers

I have been in touch with the administrative department as Cllr Mardell is still not fully approved (apparently more paperwork needed?). Also, to start the process of Cllr Arkell being signed up. Could both Cllrs chase this please. Lindsey Dybell is in the process of completing her online training as required by all volunteers. We're hoping to go live again in March / April when the better weather arrives

Road Safety Committee

December proved too busy for all participants and the group did not meet. Cllr Arkell to lead this initiative and aim for a Feb meeting

Road safety Poster

See appendix B below. As per this email we need to take more advice from the Licensing department. We have issues with the title of this poster as well as issues with where we can place it (and the design). Carole to continue to follow this up. School competition to be proposed to produce posters (which will also need to conform). We need to make sure posters already displayed are amended.

Playground – We need to check we are compliant with our playground checks.

Social Media – Cllr Arkell to take over as main driver on this. Cllr Lloyd-Williams to set up permission. Magazine Deadline – Now 15th of the Month



Little Hadham Parish Council

New Police

Following Sargent Wallace's retirement Nicola Hunt has been assigned to the Rurals along with a PCSO? - Kailey

Salt – 6 bags of Salt been collected by Cllr Westlake. While collecting the salt we realised that we have more than originally though (another 8-10 bags by estimate).

Additional Items

Planters – The planters are now looking lovely on the road and it was suggested to me that the 2 at the Village hall should be relocated to the road and maintained by Joel.

Appendix B

From: MCCALLAN, Guy 7392
Sent: 09 December 2019 12:00
To: MORTLEY, Victoria 8980 <Victoria.Mortley@Herts.pnn.police.uk>
Cc: WALLACE, Duncan 1714 <Duncan.WALLACE@Herts.pnn.police.uk>; Robert Surridge <Robert.Surridge@hertfordshire.gov.uk>
Subject: FW: Awareness poster [OFFICIAL]

Good morning Vicky,

As discussed, please find attached a "poster" proposed for display at Little Hadham titled "**Little Hadham Drive Safe Campaign**"

I'd be grateful if you can liaise with the PCC's office re: any copyright issues/consents in relation to use of "**Drive safe**"

I've had a conversation with HCC and if the intension is for this to be seen by passing road users then it's far too complicated, contains too much information and will be impossible for passing drivers/traffic to read.

The Dept' for Transport provide guidance in relation to the use of warning signs: -

Extract below.

1.6 Use of warning signs

1.6.1. Warning signs are used to alert drivers to potential danger ahead. They indicate a need for special caution by road users and may require a reduction in speed or some other manoeuvre.

1.6.2. Warning signs can play an important part in improving road safety. However, they should only be used where there is a specific safety issue or hazard, not to sign readily apparent conditions or routine features of the road, such as bends and junctions. Overuse of warning signs can dilute their effectiveness and tends to bring them into disrepute. For example, it should not be necessary to place roundabout or traffic signal warning signs in addition to map-type advanced direction signs or where the traffic signals or roundabout are clearly visible. Similarly, junction



Little Hadham Parish Council

warning signs should not be necessary in street-lit urban areas, where there are frequent side-road junctions. Local authorities should work with local communities where specific issues and concerns are raised, to make sure the right solution is found. Warning signs should only be installed where there is an identified hazard or road safety problem, and not to solely meet a perceived need. Unjustified signing should not be used at individual locations simply in response to complaints from the public. Care should be taken to ensure that a route is treated consistently, especially where it crosses the boundary between two traffic authorities.

The proposal doesn't indicate the size of the "poster".

Sign size should be influenced by the speed limit, in simple terms the higher the speed limit the bigger the sign.

Dependant on variables, planning consent may be required, see:- <https://www.gov.uk/guidance/advertisements#requirements-for-consent>

Standard considerations include: -

1. No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site entitled to grant permission.

2. No advertisement shall be sited or displayed so as to—

(a) endanger persons using any highway, railway, waterway, dock, harbour or aerodrome (civil or military).

(b) obscure, or hinder the ready interpretation of, any traffic sign, railway signal or aid to navigation by water or air; or

(c) hinder the operation of any device used for the purpose of security or surveillance or for measuring the speed of any vehicle.

3. Any advertisement displayed, and any site used for the display of advertisements, shall be maintained in a condition that does not impair the visual amenity of the site.

4. Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a condition that does not endanger the public.

5. Where an advertisement is required under these Regulations to be removed, the site shall be left in a condition that does not endanger the public or impair visual amenity.

Duncan,

In addition to any comments from the PCC's office I suggest the parish be directed to discuss their proposals with HCC's Licensing and Enforcement team

CountyWide.LicenceandEnforcement@hertfordshire.gov.uk

Regards

Guy



Little Hadham Parish Council

Appendix C

STOP STANSTED EXPANSION

PRESS RELEASE – 13th JANUARY 2020

SSE URGES COUNCIL – DON'T JUMP THE GUN

Stop Stansted Expansion (SSE) is urging Uttlesford District Council (UDC) to await the final outcome of SSE's High Court challenge as well as the publication of the Government's new aviation policy – both expected at any time – before making a decision on the current Stansted Airport planning application.

Uttlesford planning officers have been pressing their councillors to decide the controversial planning application as soon as possible and have set a timetable which could mean that councillors would be forced to vote at a Special Meeting of the Planning Committee scheduled for Friday 24 January. For more than a year officers have been recommending that councillors should approve the airport planning application.

The application was submitted by Stansted's owners, the Manchester Airports Group (MAG), in February 2018. If approved, it would allow an additional 15 million passengers (54% increase) and an additional 75,000 flights a year (38% increase) compared to 2019. SSE has objected to the application from the outset, primarily because of the additional noise, air pollution and carbon emissions and the consequential health impacts on local residents over a wide area.

This is a highly complex planning application where the documentation extends to over 13,000 pages. Even before it was submitted, SSE argued strongly that it should be dealt with by the Government's expert team which examines nationally significant infrastructure projects (NSIPs), rather than by the local council.

Planning applications for expansion at Heathrow, Gatwick and Luton are all currently being considered at national level, as NSIPs rather than locally. Uttlesford is alone in trying to deal with the Stansted application at local level. Uttlesford is one of the smallest local authorities in England and inevitably has limited resources and limited expertise with regard to airport development. On top of all this, its planning officers are heavily committed on work relating to the new Local Plan, its first update for 15 years.

The central issue in SSE's legal challenge is whether the current airport planning application should be decided locally or nationally. The case was heard in the High Court in mid-November and the judge's decision is expected at any time. It would be illogical and would potentially give rise to substantial and unnecessary legal costs, if UDC were to attempt to determine the application locally before the final outcome of these High Court proceedings clarifies the legal position.

Also imminently expected is the new Aviation White Paper setting out the Government's long-term policy for the future development of UK airports and the wider aviation industry. This will be only the third Aviation White Paper since 1985 and it will define the Government's updated approach towards controlling aircraft noise, air pollution and carbon emissions. All of these matters are highly relevant to the consideration of the current airport planning application.



Little Hadham Parish Council

SSE Chairman Peter Sanders commented: "It is fully appreciated that enormous pressure is being put upon our local council by the airport and various lobbyists to decide the current planning application. We would however urge the council not to be swayed by this pressure, or by any sweeteners offered by Stansted Airport. It is common sense that the Planning Committee should await the decision of the High Court and also the new Aviation White Paper, both of which are imminently expected."

Mr Sanders concluded: "There is no rush to settle this matter. Stansted has plenty of headroom for growth under its existing planning permission and the fact is that passenger numbers have been in decline for the past six months. This is a time for calm reflection, not a potentially costly, hasty decision."

ENDS

FURTHER INFORMATION AND COMMENT

- Peter Sanders, SSE Chairman: 01799 520411; petersanders77@talktalk.net
- Brian Ross, SSE Deputy Chairman: 01279 814961; (M) 07850 937143; brian.ross@lineone.net
- SSE Campaign Office: 01279 870558; info@stopstanstedexpansion.com