

GREAT HALLINGBURY PARISH COUNCIL

MRS U. SYDEE
CLERK OF THE COUNCIL

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30 June 2026

Dear Councillor,

The meeting of the Parish Council will be held in the Village Hall on **Monday 06 July 2026**, beginning at **8.00pm**, to consider the items set out in the agenda below, and you are hereby summoned to attend.

Yours sincerely,

Clerk of the Council

AGENDA

26/037. APOLOGIES FOR ABSENCE

To receive apologies for absence.

26/038. DECLARATIONS OF INTEREST

To receive Declarations of Interest by Members.

26/039. PUBLIC PARTICIPATION (limited to 3 minutes per person and not exceeding 15 minutes in total)

a) Representations from members of the public

To receive representations from members of the public on matters within the remit of the Parish Council.

b) Other representations

To receive representations in regard to the UTT/26/0300/FUL, Erection of employment building for use within Use Classes B2, B8, E(g)(ii), E(g) (iii).

26/040. MINUTES OF PREVIOUS MEETING



a) Regular Parish Council Meeting

To approve as a correct record and authorize the Chairman to sign the minutes of the annual Parish Council meeting held on 11 May 2026. Copy attached.



b) Extraordinary Parish Council Meeting

To approve as a correct record and authorize the Chairman to sign the minutes of the meeting held on 08 June 2026. Copy attached.

- 26/041. MATTERS ARISING FROM PREVIOUS MEETING**
To attend to any matters arising not dealt with elsewhere on this agenda.
- 26/042. CHAIRMAN'S COMMUNICATIONS**
To receive the Chairman's appointments and communications.
- 26/043. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
To receive representations and reports from District and County Councillors.
- 26/044. HIGHWAYS MATTERS**
To receive a report.
- 26/045. VAS SPEED SIGN START HILL (Cllr Mark Coletta)**
To receive an update from Cllr Mark Coletta.
- 26/046. COMMUNITY SAFETY PARTNERSHIP (Cllr Mark Coletta)**
To receive an update from Cllr Coletta.
- 26/047. A120 (Cllr Mark Coletta)**
To receive a report from A120 feasibility study meeting from Cllr Mark Coletta.
- 26/048. HALLINGBURYS' SPEED WATCH GROUP**
To receive an update from Cllr Mark Coletta.
- 26/049. NEIGHBOURHOOD WATCH**
To receive an update from Cllr Mark Coletta.
- 26/050. VILLAGE HALL**
a) Report
To receive report from Cllr Alan Pinnock.
b) Field adj to the Village Hall
To receive an update.
- 26/051. NOTICEBOARD**
To receive an update from Cllr Mark Coletta.
- 26/052. POST BOX AT THE TOP OF GOOSE LANE BY WOODSIDE GREEN**
To receive an update from Cllr Neil Jackson.
- 26/053. DROP BOX**
To receive an update.
- 26/054. SALT BAG PARTNERSHIP**
To consider joining the 'Salt Bag Partnership Scheme' for Winter 2026 / 2027. Closing date: 21.07.2026.
- 26/055. HOUSING NEEDS SURVEY**
To consider to do Housing Needs Survey.
- 26/056. ELECTRONIC DEVICES FOR COUNCILLORS (Cllr Alan Townsend)**
To consider buying electronic devices for Councillors.

26/057. CORRESPONDENCE

a) Received Correspondence:

- EALC – News e- bulletins; Online Webinars: an Introduction to the Planning System & Planning – Enforcement and Appeals;
Circulated on various dates
- Uttlesford District Council, Planning and Building Control Registration Team – Weekly list of planning applications.
Circulated on various dates.
- Uttlesford District Council – links for agenda for Planning Committee 10 June 2x; supplement "Planning Committee Presentations" to the agenda for Planning Committee 10 June 2026 2x; and 08 July 2026; links for minutes for Planning Committee 13 May and 10 June 2026.
Circulated on various dates
- Stansted Airport Community Team - Stansted Airport Community Flyer Spring 2026.
Circulated 26.05.2026
- Uttlesford District Council, Sustainable Uttlesford Committee – Invitation to Uttlesford Big Green Festival launch 10.06.2026.
Circulated 01.06.2026
- RCCE - Essex Village of the Year & Rural Community Awards 2026.
Circulated 05.06.2026
- Uttlesford District Council, Community Development Officer - Full Parish Forum 29.06.2026.
Circulated 08.06.2026
- Uttlesford District Council, Democratic Services Officer - Parish Forum 29.06.2026 at 7pm at Little Canfield 2x.
Circulated on various dates.
- Uttlesford District Council, Community Development Officer - PFCC Essex: Invite to PFCC Public Meeting for Uttlesford District, 06.07.2026, Saffron Walden Town Hall, 7pm to 8pm.
Circulated 19.06.2026
- Integrated Passenger Transport Unit, Local Bus Network Community Engagement Lead - invite to Transport Engagement Meeting on Wednesday 24 June 2026 10:00 AM – 12:00 PM.
Circulated 23.06.2026
- RCCE, Rural Housing Team - webinar for parish councils: tackling affordable rural housing.
Circulated 24.06.2026
- UDC, The Sustainable Uttlesford Committee - Thank you for supporting the Uttlesford Big Green Festival.
Circulated 24.06.2026

b) Late Correspondence

To deal with correspondence received following the publication of this agenda and received before 06 July 2026.

26/058. FINANCE

a) Payments

The following payments had been made during the period 01 April 2026 to 24 April 2026:

	£
FT – reimbursement	82.78
Clerk – reimbursement	79.99
Lloyds Bank – Service charges	7.25
DCK Payroll Solutions Limited – payroll admin	37.80
Great Hallingbury Highlights – spring 2026 edition	700.00

The following payments had been made during the period 01 May 2026 to 29 May 2026:

	£
Clerk – Net salary & expenses April 2026	620.84
HMRC – Tax & NICs April 2026	122.25
Lloyds Bank – Service charges	6.75
Clear Insurance management Ltd – Insurance	542.08
Dunmow Training Ltd – course	60.00
RCCE – membership	85.80
Clerk – Net salary & expenses May 2026	555.63

b) Income

UDC – precept £8,800.00

c) Balances

Treasurers Account (Lloyds) £18,578.66
Community Account (Barclays) £10.00

d) Bank Reconciliation [👉]

To receive and approve end of year bank reconciliation.

e) Budget Update [📄]

To receive budget update.

f) Approvals [👉]

f.1) Retrospective Approvals

To retrospectively approve course for the clerk HR....

f.2) Pension Regulator

To approve expenditure of £18.50 + VAT for Payroll Admin to process pension regulator report on behalf of Parish Council.

f.3) Payments

To approve payments.

g) Shared Equipment with LHPC

To discuss and decide the ownership of shared parish council's office equipment.

h) Bank

To discuss online banking.

i) Late Financial Matters

To deal with financial matters received following the publication of this agenda and received before 06 July 2026.

26/059. 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/25/2181/OP	Land at Camps Field, Lower Road, Little Hallingbury	Approved

Outline planning application, with all matters reserved (except for principal access), for the demolition of existing structures and erection of up to 59 dwellings, including affordable housing, associated green and hard infrastructure, public open space, biodiversity enhancements, and principal access off Lower Road.

(As a neighbouring Parish we would like to point out that this development will curate more access traffic through our village and as such we oppose it.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/2591/FUL	Land Adjacent 10 Start Hill, Great Hallingbury, Hertfordshire	Awaiting decision

Erection of 5no. dwelling houses

(For information: the land falls within the Public Safety Zones Policy AIR7 and the policy AIR6 Strategic Landscape Areas.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/2591/FUL Re-consultation	Land adjacent 10 Start Hill, Great Hallingbury	Awaiting decision

Erection of 5 no. dwelling houses

(The land from this development lies within the Local plan 2005 policy Air 7 public safety zone where no residential development is allowed.

Aircraft noise in this location is extreme with aircraft less than 100m overhead.

Quote (Noise Impact Assessment):

4.3 External amenity spaces

- Garden areas have been positioned to the south of the proposed dwellings, so the buildings act as a buffer to the airport noise to the north.

Response to that quote:

Aircraft fly overhead in both directions less than 100m directly overhead. Insulating the properties will not inhibit the extreme level of noise at this location in the gardens or in the summer months when windows and doors will be open.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0300/FUL	Land adjoining Old Tithe Hall, Start Hill, Great Hallingbury, Hertfordshire	Awaiting decision

Erection of employment building for use within Use Classes B2 (General Industrial), B8 (Storage and Distribution), E(g)(ii) (Research and Development), E(g)(iii) (Industrial Processes), complete with vehicular and pedestrian access from Dunmow Road, parking provision, landscaping and all related infrastructure

(Objections:

B1256 is becoming an industrial corridor

Stansted Distribution Centre approved for an expansion of storage warehousing for B8 and B2 usage (UTT/25/0812/FUL)

Land of Taylors Farm already allocated and approved by the secretary of State's planning inspector under the new Uttlesford Local plan 2026-2041 B2 and B8 usage. Stansted Northside less than a mile away.

Stansted Distribution Centre and Meadway industrial site both have a filter lane implemented for vehicular access.

If the B1256 were to be widened to facilitate a filter lane, this would involve a significant alteration to the existing road and in our view would also mean acquiring third party land for this planning application.

Whether further industrial development is needed in Great Hallingbury must seriously be considered.

We would like to bring to the council's attention the following matters:

Drainage

There is no mains drainage at this location

No foul water or mains sewage.

No watercourses to allow surface water or sewage treated water to discharge (unlike the application form and drainage statements mention).

Being that the development is buildings and a car park how will drainage be adequately and environmentally managed.

Previous applications

UTT/21/3777/OP (This is directly opposite this site)

Essex Highways objected with reasons of the B1256 being too narrow and that pathways and the highway would need to be widened by the applicant, bearing in mind this was for a residential application.

This application shows HGV usage on its street view plan.

How will HGVs get the turning circle into and out of this site without a filter lane? On a 40mph B1256.

This site access to this development also cuts directly across a National Cycle highway No16 or PPROW No.45 this raises safety concerns.

This area is unlit at night pathways are narrow and non-existent at this location, this is a 40mph road with no safe crossing points.

Under this application Uttlesford Council's Environmental Health response showed extreme levels of noise exceeding 55db LAeq. Noise level will exceed 66-69db at this location just 500m from the southern end of Stansted Airport's Runway.

Heritage

This location has a concentrated level of 8 heritage asset surrounding this development. One of them - Thatched Cottage list No. 123889 - appears to be missing from the applicant's heritage statement.

Great Hallingbury End list No.1365615 would have full view of this development from its curtilage and the style and massing of this application would have an impact on its character and that of Thatched Cottage already severely impacted by industrial development and that of planning application UTT/25/0812/FUL (not yet built)

Flitchway

This proposal shows units built right up to the Flitchway which is considered a recognised wildlife corridor. Many previous applications have been refused on their closeness for ecological reasons.

The 2026-2041 emerging local plan

We are weeks away from adopting a new Uttlesford local plan. This site is not one of the allocated sites.

As this application is not one of the allocated sites in the new Local Plan, will it be dealt with under "presumption" rules by any planning hearing. In the alternative, if this planning application was therefore to be decided under the old 2005 local plan then this development falls into the Countryside Protection Zone. It also contravenes the following policies:

S7 and S8 Countryside Protection Zone

ENV2 Development affecting listed buildings

ENV7 ENV8 Protection to the Flitchway

ENV10 Noise Sensitive

GEN5 light pollution (this area is unlit)

GEN4 noise and disturbance to Neighbours

GEN1 safe access and egress to the B1256
With an emerging local plan adoption imminent, great weight should be given under the new local plan.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0515/HHF	1-2 Greenways, Woodside Green, Great Hallingbury, Hertfordshire, CM22 7UT	Approved

Double storey side extension, single storey rear extension, changes to front fenestration and external finish

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0530/DFO	Land Adjacent 10 Start Hill, Great Hallingbury, Hertfordshire	Awaiting decision

Details following outline application UTT/22/2829/OP for the erection of 2 no. dwellings with new access - details of layout, scale, appearance and landscaping.

(Objections: This is in the public safety zone AIR 7 Air6 flight corridor. The application is for 2 dwellings, and the site plan shows 4. Access and egress are on the crest of a hill on a 40mph unlit road close to the road adjoining Stansted Audi, which has been a location of several bad accidents over the years. There is also extreme aircraft noise less than 100m directly overhead.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0532/HHF	Copper Beech, Bedlars Green, Tilekiln Green, Great Hallingbury, Essex, CM22 7TQ	Approved

Demolition of existing conservatory, erection of single storey front, side and rear extensions

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0632/FUL	Stable at Lodge Farm, Woodside Green, Great Hallingbury, Hertfordshire	Awaiting decision

Extension and conversion of stable to a dwelling

(No objections as long as it is kept to single storey and in keeping with its original architecture.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0720/PDE	Nonane, Tilekiln Green, Great Hallingbury, Bishop's Stortford, CM22 7TH	Unknown

Proposed single storey rear extension - extending 8 metres from rear wall, maximum height 3 metres and height to eaves 2.1 metres

(The Parish Council strongly objects to this planning application.

Back in May of 2023, an application was made to change the use from existing dwelling into guest house under reference number UTT/23/1138/FUL- this was refused in February 2024. We can find no other application for change of use. In April 2024 an application was made under UTT/24/0893/PDE for a proposed single storey rear extension - extending 8m from rear wall, maximum height 3m and

height to eaves 2.1m, this was refused by UDC who stated "The Council has grounds to believe that the property is not being used as a single-family dwelling house but rather as an unlawful use for the purposes of a house of multiple occupancy and a guesthouse and thus the proposal does not meet the criteria of the Town and Country Planning (General Permitted Development) Order 2015 (as amended), Schedule 2, Part 1, Class A. A full planning application is thereby required for the proposed works."

In August of 2024 another application was made for a proposed single storey rear extension extending 8m from rear wall, maximum height 3m and height to eaves 2.1m under UTT/24/2137/PDE. So this is the second time in six months where an application seemingly for the same thing is made. This was also refused in October 2024 when UDC once again stated "The Council has grounds to believe that the property is not being used as a single-family dwelling house but rather as an unlawful use for the purposes of a house of multiple occupancy and a guesthouse and thus the proposal does not meet the criteria of the Town and Country Planning (General Permitted Development) Order 2015 (as amended), Schedule 2, Part 1, Class A. A full planning application is thereby required for the proposed works."

This current application is once again for a proposed single storey rear extension - extending 8 metres from rear wall, maximum height 3 metres and height to eaves 2.1 metres, under UTT/26/0720/PDE. The introduction of the planning statement states "The application seeks Prior Approval for the erection of a single-storey, 8 metre rear extension to an existing lawful dwellinghouse (Use Class C3)." Our understanding of Class C3 is the primary residential use class in England under the Town & Country Planning (Use Classes) Order 1987. It applies to properties used as dwelling houses whether or not they are a person's main residence, and typically includes houses flats, apartments, bungalows and maisonettes. This classification allows local authorities to manage residential developments and ensures that housing is used appropriately within communities.

It is our contention that this property is still being used as a house of multiple occupancy and/or a guest house. Bookings.com under Stansted Airport Guest Rooms, the property is listed as Tilekiln Green Great Hallingbury. The most recent review is dated 25th November 2025. If you try and book for a date in the future the booking widget shows how many rooms are available which suggests that the venue is still being used as a guest house.

Moreover, Companies House shows that Stansted Airport Guest Rooms under I&D Holdings Limited whose registered Office is Nonane, Tilekiln Green, Great Hallingbury, Essex, England, CM22 7TH.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0755/HHF	Wallwood, Woodside Green, Great Hallingbury, Essex, CM22 7UW	Refused

Demolition of existing outbuilding and erection of replacement outbuilding

(No objections if it is replaced like to like and stays as an outbuilding. It should not be changed into residential dwelling later.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0928/FUL	Barn At Lodge Farm, Woodside Green, Great Hallingbury, CM22 7UG	Awaiting decision

S73 application to vary condition 5 (materials) of UTT/25/0486/FUL (conversion of agricultural building into a pair of semi detached dwellings and associated work - further to UTT/24/0362/PAQ3)

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/0515/HHF	1-2 Greenways Woodside Green	Approved

Double storey side extension, single storey rear extension, changes to front fenestration and external finish

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/1105/FUL	Start House, Bedlars Green, Tilekiln Green, Great Hallingbury, Essex, CM22 7TH	Awaiting decision

S73A retrospective application for internal alterations to change from a House of Multiple Occupation for 6 households of no more than 6 individuals into a House of Multiple Occupation for 8 households of no more than 8 individuals.

(Objections:

Great Hallingbury Parish Council objects to this application for the following reasons:- Back in April 2025 an HMO licence was granted for 6 rooms (our understanding is that full planning is not required for up to 6 rooms). The planning statement dated 7th May 2026 states that at a property inspection carried out by the licencing officer it was agreed that 8 bedrooms could be provided in total and the HMO licence was then altered to 8. It is our contention that the applicant should have known that 8 rooms were possible. It was back in October 2018 when the minimum size requirement for a bedroom became 6.51 meters squared. If that was the case, why wasn't an application for 8 made.

We would also like to point out that there is poor access on a dangerous bend and the neighbouring Flitch Way, this is potentially dangerous for both vehicles and pedestrians – there is no pathway and no permitted parking on the road. The site plan for this S73a Application shows that there are 3 car parking spaces at one side of the house. The other side it looks like there are 2 spaces for "powered 2 wheelers" and a secured bicycle store shed. How can it possibly be known that only three tenants at any one time will have a car. If there are more than three vehicles where will the remaining cars be parked? To our knowledge, there is no access from the property to the Flitch Way.

Has there been any historic enforcement notices at this property.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/26/1143/FUL	Dutch Barn at Lodge Farm, Woodside Green, Great Hallingbury, Hertfordshire	Awaiting decision

Conversion of agricultural building into a pair of semi-detached dwellings and associated works following UTT/25/1348/PAQ3

(No objections)

b) Appeal

To receive appeal notification 6011429: Application reference: UTT/26/0720/PDE.
Circulated 24.06.2026

c) Existing Address Letter

To receive existing address letter 26/00042/NEWNUM - Dutch Barn at Lodge Farm, Woodside Green.

Circulated 10.06.2026

d) S106

To retrospectively agree response in regard to s106 Land adjoining Old Tithe Hall, Start Hill (ref UTT/26/0300/FUL).

e) Late Planning Matters

To deal with Planning Applications and other planning matters received following the publication of this agenda and received before 06 July 2026.

26/060. MEMBERS' REPORTS

To receive Members' reports and representations.

26/061. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY

To propose items for the next agenda and to receive miscellaneous information.

26/062. NEXT MEETING

The next meeting of the Parish Council will be held on 07 September 2026 in the Village Hall starting at 20.00.