

**MINUTES OF A MEETING OF GREAT HALLINGBURY PARISH
COUNCIL, HELD ON MONDAY 07 SEPTEMBER 2026, BEGINNING AT
8.00pm, IN THE VILLAGE HALL**

PRESENT: Cllr Alan Townsend (Chairman)
Cllrs David Barlow (26/070), Mark Bloomfield, Neil Jackson and
Val Waring.

ALSO PRESENT: Mrs Urška Sydee (Clerk)
Uttlesford District Council (UDC) Cllr Geof Driscoll
Essex County Council (ECC) Cllr Geoff Bagnall (26/086 d))

26/063. APOLOGIES FOR ABSENCE

Apologies were received from Cllr David Barlow – he would be late,
Cllrs Mark Coletta, Andrew Noble and Alan Pinnock; UDC Uttlesford District
Council Cllr Neil Reeve.
All accepted.

26/064. DECLARATIONS OF INTEREST

None.

26/065. PUBLIC PARTICIPATION

None present.

26/066. MINUTES OF PREVIOUS MEETING

The minutes of the extraordinary meeting held on 06 July 2026 were
approved as a correct record of the proceedings and were signed by
Chairman, Cllr Alan Townsend.

Chairman moved the item 26/069 Reports from District and County Councillors
forward.

26/069. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Uttlesford District Council (UDC) Councillor Geof Driscoll reported:
Land next to Great Hallingbury Cemetery and Memorial Garden:
the movement of a caravan to cemetery ground. There was digging taking
place on the driveway over the bank holiday weekend.
Enforcement opened the case and it will be followed by High Court where
both sides will be heard. Injunction was served that day.
Local Government Reorganisation: It was suspended therefore elections
will take place in May.

20:15 – UDC Cllr Geof Driscoll left the meeting

26/067. MATTERS ARISING FROM PREVIOUS MEETING

None.

26/068. CHAIRMAN'S COMMUNICATIONS

Cllr Alan Townsend reported that he attended Health and Welfare meeting at UDC's Head office; he was contacted by a resident asking if airport altered watercourse and suggested to call Anglia Water; he cut grass at the Churchyard with Cllr Neil Jackson; checked defibrillator weekly and met online with clerk weekly.

26/069. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Moved after item 26/067. Matters Arising from Previous Meeting and 26/086. Planning

26/070. LAND NEXT TO GREAT HALLINGBURY CEMETERY & MEMORIAL GARDEN (Cllr Val Waring)

Cllr Val Waring reported that the land on the site of the proposed cemetery / memorial gardens is in two separate plots. The current injunction only relates to one plot as this is where the work was being undertaken over the Bank Holiday Weekend in August. No injunction can be sought on the other plot had taken place at the time. Cllr Waring has alerts set up with the Land Registry to advise of any land movement in the future.

20:19 Cllr David Barlow arrived

26/071. HIGHWAYS MATTERS

Nothing to report.

26/072. VAS SPEED SIGN START HILL (Cllr Mark Coletta)

No report.

26/073. NOTICEBOARD

No report.

26/074. COMMUNITY SAFETY PARTNERSHIP (Cllr Mark Coletta)

No report.

26/075. HALLINGBURYS' SPEED WATCH GROUP

No report.

26/076. NEIGHBOURHOOD WATCH

No report.

26/077. VILLAGE HALL

Cllr Val waring reported that she is now Village Hall secretary.

26/078. POST BOX AT THE TOP OF GOOSE LANE BY WOODSIDE GREEN

Clerk reported that no additional communication was received regarding the post box at the top of Goose Lane.

Cllr Alan Townsend reported he requested to meet MP Chris Vince on site to discuss this.

Cllr Neil Jackson reported that the other post box was knocked by a vehicle and that it was repaired within three days.

26/079. DROP BOX

No update.

26/080. STANSTED AIRPORT

Cllrs Mark Coletta and Andrew Noble will attend Stansted Airport Forum. Cllr Mark Coletta asked that vegetation along the B1256 and motorcross riders around the balancing pond at the southern end of the runway be discussed.

The email regarding Stansted Airport Forum which was circulated 28.08.2026 was received and noted and no conclusion was made.

26/081. HOUSING NEEDS SURVEY

The Council concluded there is no need for the 'Housing needs survey'.

26/082. ELECTRONIC DEVICES FOR COUNCILLORS (Cllr Alan Townsend)

Cllr Alan Townsend reported that the prices for suitable devices are being investigated.

26/083. CONSULTATION

Local Council Tax Support scheme 2027 / 2028

The Council considered responding to the UDC's Local Council Tax Support scheme 2027/28 and concluded there are no comments.

26/084. CORRESPONDENCE

a) Received Correspondence:

- EALC – News e- bulletins; EALC HR Conference 28.09. 2026 5x; EALC Training E-Bulletins; Notice of AGM 4x; NALC Neighbourhood Planning Survey; UK Honours and Awards; Annual Report 2025 / 2026 2x;
- Uttlesford District Council, Planning and Building Control Registration Team – Weekly list of planning applications.
- Uttlesford District Council – links for agenda for Planning Committee 05 August 2x; 02 September 2026 3x; supplement: "Planning Committee Presentations" to the agenda for Planning

Committee 08 June 2026 and 05 August 2026 3x; links for minutes for Planning Committee 08 July and 05 August 2026 2x.

- RCCE – Warbler August 2026; Discovery Days; training events.
- Uttlesford District Council, Democratic Services Officer - Minutes and presentation of the Parish Forum on 29.06.2026.
- CouncilWise - Employment Law Update: essential briefing for Councils; Upcoming autumn training sessions; HR Appraisals & Performance Management training for Clerks;
- RCCE Community Engagement Team – Free training and events; Community-led housing networking event.
- CouncilWise – Employment Law Update course; Basic Tree Survey & Inspection course;
- Stansted Airport Community Team - Stansted Airport Community Flyer Summer 2026.
- London Stansted Airport - London Stansted Airport Parish Council Forum 22 October 2026.
- Uttlesford District Council, Community Development Officer – Parish Forum 23.09.2026.
- CouncilWise - Invitation to Chair & Councillor Networking Coffee Morning.

All received and noted.

b) Late Correspondence

- Uttlesford District Council – link for supplement: "Planning Committee Presentations" to the agenda for Planning Committee 02 September 2026; link for minutes 02 September 2026.
- EALC – News e- bulletin.
- CouncilWise - Autumn Training Programme 2026.
- Uttlesford District Council, Waste and Recycling Officer - Food Recycling Project 2026.
- CPRE – Update.
- RCCE – Warbler.

All received and noted.

26/085. FINANCE

a) Payments

The following payments had been made during the period 01 June 2026 to 30 June 2026:

	£
HMRC – Tax & NICs May 2026	122.45
NEST – pension	112.43
EALC – Affiliation Fees	324.56
NEST – pension	85.97
Broad Oak Consultants Ltd – ink cartridges	229.82
Lloyds Bank – Service charges	6.75
Great Hallingbury Highlights – summer 2026 edition	700.00

The following payments had been made during the period 01 July 2026 to 30 July 2026:

	£
Clerk – Net salary & expenses June 2026	622.85
NEST – pension	99.20
HMRC – Tax & NICs June 2026	122.45

Gordon Ellis & Co – noticeboard	1,301.10
KR – internal audit	55.00
Lloyds Bank – Service charges	7.75
Clerk – Net salary & expenses July 2026	565.66
Broad Oak Consultants Ltd – office subscription	87.90
Dunmow Training Ltd – course	30.00
HMRC – Tax & NICs July 2026	122.45
LHPC – ½ for laptop	350.00
Dunmow Training Ltd – course	72.00

All received and agreed.

b) Income

HMRC – tax refund £615.89
Received and agreed.

c) Balances

Treasurers Account (Lloyds) £14,176.21
Community Account (Barclays) £10.00
Received and agreed.

d) Bank Reconciliation

The bank reconciliation was approved and signed by the Chairman.

e) Budget Update

Received and agreed.

f) Approvals

The payments were approved and signed by the Chairman.

g) Shared Equipment with LHPC

Little Hallingbury Parish Council agreed that Great Hallingbury Parish Council keep the computer for the agreed half of the cost and printer for free.

h) Late Financial Matters

None.

26/086. 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/25/2591/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	Land adjacent 10 Start Hill, Great Hallingbury	Awaiting decision
Re-consultation	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 his 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)

Fritchway

This proposal shows units built right up to the Fritchway 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 Fritchway

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/26/0530/DFO	Land Adjacent 10 Start Hill, Great Hallingbury, Hertfordshire	Approved

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/26/0632/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/26/0928/FUL	Barn At Lodge Farm, Woodside Green, Great Hallingbury, CM22 7UG	Approved

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/26/1105/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)

All received and noted.

b) Applications to be Dealt with at this Meeting:

*b.1) To Retrospectively Agree the Comments on the Following Planning Applications
asked officially:*

<u>Application No.</u>	<u>Site and Development</u>
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Certificate of Lawfulness for the use of the existing
annexe as a separate dwelling

Some comments / observations:

Does this building meet current building standards, with regards to its construction and being fit to become a dwelling?

Does it have adequate parking and access?

Is it connected to mains drainage?

Does it comply with current environmental regulations for heating and efficiency?

On the postcode finder on Royal Mail "The Shed" is not listed.

Has that "house" always been subject to separate council tax – certainly on the application form it states it has been since 2016 but what about the decade previous, and utility bills?

At the time at which it "became" a house was the relevant planning permission, any relevant building certificate etc obtained? This of course is very pertinent to a Certificate of Lawfulness being obtained.

With regards to parking, is there adequate parking or is the parking limited to that outside Lindsell Cottage; Historically properties at the side of this one have had difficulty accessing their drives with cars at Lindsell Cottage. If this is a separate dwelling and both are sold / occupied, then parking could be an ongoing issue.

All these would have to be addressed before we could comment further.

Application No.

UTT/26/1788/FUL

Site and Development

Hatfield House and Stortford House

Proposed single-storey rear extensions to each of the two semi-detached dwellings

No objections.

Application No.

UTT/26/0300/FUL

Re-consultation

Site and Development

Land adjoining Old Tithe Hall Start Hill Great Hallingbury

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

No additional comments.

Application No.

UTT/26/1105/FUL

Site and Development

Start House, Bedlars Green

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: Is this chalet style residence to be privately owned and that if sold on it will be sold with shared parking access?

The Council is wondering how the shared parking will work, given that the chalet style has 3 spaces, some of which will presumably be needed by the occupants. The Start House original plan had space for 3 cars which has now become 6 but even 6 plus all three of the spaces at the chalet style property only comes to 9 for a 10 bedrooomed property.
How can the landlord know that any less than all ten occupants have a motor vehicle in which case there is still not enough parking spaces.

b.2) To Agree the Comments on the Following Planning Applications:

<u>Application No.</u>	<u>Site and Development</u>
UTT/26/1598/FUL	Land South of The Street

Erection of a self-build detached dwelling, stables, garaging and associated work

Objections: it is overdevelopment.

<u>Application No.</u>	<u>Site and Development</u>
UTT/26/2003/FUL	Martinside Stud Anvil Cross, Church Road

Extension of existing stables to provide rest facilities

No objections as such but it must not later be developed from stables to domestic dwelling.

<u>Application No.</u>	<u>Site and Development</u>
UTT/26/1987/FUL	Bishop's Stortford Bowling Club, Bowling Lane

Installation of 6 no. floodlighting units

No objections.

c) Enforcement

To receive planning enforcement investigation notification INV/26/0119/C 2x.
Circulated 01.09.2026

d) Late Planning Matters

<u>Application No.</u>	<u>Site and Development</u>
UTT/26/2222/FUL	Site adjacent Little Jenkins

Change of use and conversion of existing buildings to provide six self-contained residential dwellings (Use Class C3), together with minor associated extensions and alterations, including the construction of a linking extension and external staircase, and associated landscaping, parking and amenity provision

Concerns regarding access were raised: overuse of single track.

20:49 – ECC Cllr Geoff Bagnall arrived

The Chairman moved item 26/069 Reports from District and County Councillors forward.

26/069. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Essex County Council (ECC) Councillor Geoff Bagnall reported:

Highways: Lower Road in Little Hallingbury was repaired

The road at Start Hill near the bridge still need to be repaired; he will try to get timeline as to when this will be done.

It was pointed out that the flooding near the property Captain still appears when raining. The clerk to email location to Cllr Bagnall.

Local government Reorganisation: elections will be held in May 2027

Crime prevention: the private security will be on trial in Braintree, Colchester and Chelmsford for three months after which its effectiveness will be assessed.

26/087. MEMBERS' REPORTS

Cllr Neil Jackson – 'Pond View' which was illegally occupied is now cleared and moonscape huge ditch was dug so no one can go in or out.

Cllr Mark Bloomfield – he was questioning why there is a problem with planning application UTT/26/1626/CLE.

Cllr Alan Townsend – asked if there are any objections for the wreath to be purchased for Remembrance Sunday. The Council agreed the purchase of the wreath and for Chairman, Cllr Alan Townsend to lay it.

26/088. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY

None.

26/089. NEXT MEETING

It was proposed and agreed that November, January and March meetings start at 19:00.

The next meeting of the Parish Council will be held on 09 November 2026 in the Village Hall starting at 19:00.

The meeting ended at 21.25

Signed.....
(Chairman)

Date.....