



# TAKELEY PARISH COUNCIL

## Extraordinary Full Council Meeting

**Minutes of the Extraordinary Meeting of Takeley Parish Council held on  
Wednesday 15<sup>th</sup> November 2023 at 7.30pm at The Old School Community Centre,**

### **ATTENDEES:**

ClIr Alan Townsend – Gt Hallingbury  
ClIr Mark Coletta – Gt Hallingbury and UDC Takeley Ward  
ClIr Sue Brown – Hatfield Broad Oak  
ClIr Keith Artus – Hatfield Broad Oak  
Kate Rixson - Clerk to Broxted, Gt Easton and Tilty  
ClIr Vere Isham – Broxted Parish Council  
Sarah Warnes – Lt Canfield  
Ginny Barlow – Gt Canfield  
Jenny Jewell – Gt Canfield  
ClIr Geoff Bagnall – UDC Takeley Ward  
ClIr Maggie Sutton - UDC Takeley Ward

### **Takeley Parish Council**

Pat Burnett (Chairman), Patricia Barber, Paul Burnett, Jackie Cheetham, David Daykin and Sue Sprules.

<b>Item</b>	<b>Agenda</b>
23/135	<b>Apologies for Absence</b> Apologies were received from ClIrs Bodsworth, Backus, Berwick, Banerjee and Bradley.
23/136	<b>Declarations of interests</b> Members to declare interests for matters on the agenda. None.
23/137	<b>Public Forum</b> Residents made comments on the following aspects regarding the Local Plan consultation: <ul style="list-style-type: none"><li>- Uttlesford's 2016 LUC Countryside Protection Zone Study said that the Zone should not be changed so residents do not understand why UDC has gone against the findings of the study. It said that it would be highly detrimental to remove the parcels that UDC is proposing to remove.</li><li>- UDC flyers informing residents about the consultation have not been sent to every house so the consultation should not have started yet.</li><li>- UDC officers have agreed to allow Takeley Parish Council to display some of their exhibition boards in the café once they've been returned from the public meetings.</li><li>- General requests from residents for advice on how to make an effective response and make their voices heard.</li><li>- It was suggested that residents make a co-ordinated joint response on key points of the local plan.</li></ul>



# TAKELEY PARISH COUNCIL

## Extraordinary Full Council Meeting

	<ul style="list-style-type: none"> <li>- Cllr Bagnall warned against any duplication of replies or group responses as these are treated as a single reply by UDC.</li> <li>- Residents have found inconsistency and missing evidence referred to in the footnotes of the consultation document, for example, the Flich Way transport evidence for the strategic linear route cannot be found in the evidence base.</li> </ul> <p><b>Councillors' comments in response to issues raised:</b></p> <ol style="list-style-type: none"> <li>1) Concerns over UDC's public engagement process prior to and during the 6-week consultation period</li> <li>2) Supporting residents to have their say in effectively and to support those without internet access</li> <li>3) The complexity of the consultation document and evidence and ways for individual parish councils to respond effectively and for those comments to be managed appropriately by UDC officers.</li> </ol>
	<p><i>The Chairman guided the remainder of the meeting to continue as a general discussion, with comments and actions recorded in the appropriate agenda items (below).</i></p>
<p>23/138</p>	<p><b>Regulation 18 Local Plan – Countryside Protection Zone</b></p> <p>There was agreement for Takeley Parish Council to circulate a letter to parish clerks, for their agreement on the wording of the joint letter (for decision at their next meeting where necessary).</p> <p><b>Action: The Clerk</b> will issue a letter for circulation and agreement by as many parishes as wish to join. The letter will be based on bullet points read out at the meeting, in objection to the proposed boundary change, which would lose protection south of the A120.</p>
<p>23/139</p>	<p><b>Regulation 18 Local Plan – Housing and Employment Allocations</b></p> <p><b>General</b></p> <p>It was noted that key policy changes including ensuring that there is a suitable replacement policy for <b>S7 – The Countryside</b>. This should be considered in parish council responses.</p> <p><b>Action – All parishes</b> to liaise to share information on any key policies where there might be joint concerns. It was suggested that it would be helpful for the document to <b>signpost chapters</b> and <b>types of policies</b> that are mostly used by the planning committee and inspectors. In the 2005 plan, strategic policies have 'S' followed by a number and environmental policies start with 'ENV'. There was also concern that the district has been split as <b>Uttlesford North and South</b> and there are duplicated policies in those sections.</p>



# TAKELEY PARISH COUNCIL

## Extraordinary Full Council Meeting

It was noted that the **Settlement Hierarchy** has errors and housing has not been allocated fairly on this basis. The 2014 Settlement Hierarchy has been 'updated' and comparisons should be made, to ensure that each parish is listed at the correct level in the hierarchy.

**Action – All parishes** to liaise to share information.

A second joint letter was discussed, to challenge the unreasonably short time for parishes to help UDC disseminate the information and to request and extension to the consultation.

**Action – Cllr Artus** (Hatfield Broad Oak Parish Council) agreed to draft a letter and distribute it to all parish councils for their consideration. It was noted that it would be useful to explain their reasons, should they decline to extend the consultation period.

Other discussion points:

a) Matters impacting on Takeley and neighbouring parishes were discussed and actions agreed:

**Action – all parishes - Identifying the key points for Takeley**

- Transport and traffic
- Lack of water in Takeley
- Countryside Protection Zone
- Warehousing in the South of District and jobs provided
- Key features of Takeley/Canfield 1600+ houses
- Protection of the countryside in a policy
- Settlement Hierarchy
- New secondary school in Takeley
- Viability of cycle routes (smiths green and flitch way)
- Approved employment land at Weston Homes and Stansted Northside
- Foot/cycle/bus connectivity to Stansted Northside, other employment at the airport and Harlow College
- Is connectivity to the airport for jobs at the airport or for the railway station for commuting?
- Safe routes within the airport-owned land.

b) Traffic impact on the Four Ashes junction, congestion on the B1256 and A120 and other impacts of proposed housing and employment allocations in and around Takeley.

- The Clerk reported on **initial advice received from a transport consultant**, on the limitations of the proposed bus service route, walking, cycling and e-bikes, with no case studies available to support UDC's ambition to shift from car use to more sustainable



# TAKELEY PARISH COUNCIL

## Extraordinary Full Council Meeting

forms of transport.

- There has been an online meeting with Essex County Council Highways, to discuss the findings of the report and how their department will respond to the consultation. Highways confirmed that they agreed that the Four Ashes junction was already at capacity at peak times, and they noted the Parish Council's request that pedestrian crossing times should not be affected by a MOVA traffic light upgrade.
- There will be liaison with Stansted Airport new access routes to Stansted Airport, they will be supported by MAG, if the cost would be met by developers, if the changes would be viable and effective in the aim to lessen the predicted traffic congestion on roads and junctions.

### c) Views on sites put forward in the 2021 Call for Sites and UDC assessments in the HELAA.

The Parish Councils present had not reviewed the **site assessments** within their parishes. UDC has only recently assessed all the sites and there has been no consultation on their accuracy or on local opinion. Takeley has started to look at those within and just outside the parish boundary, should alternative or additional sites need to be considered in the future.

**Action – Clerk** to enquire if there will be a separate parish council consultation on the site assessments.

### d) Public engagement

Ideas were discussed on ways the residents might be supported to have their say:

- Door-to-door canvassing
- Producing a leaflet for distribution locally
- To set out six points that will affect your village
- Attending local events or having an information point outside shops
- Preparing another method for responding. Note – this would need to be agreed with UDC
- Having a summary of key points to inform councillors and members of the public so that they can help/advise residents to make comments
- Takeley councillors requested a leaflet for distribution at their Christmas Bazaar

**Action – Clerk** to compile bullet points for a Takeley leaflet to help residents to make their comments.



# TAKELEY PARISH COUNCIL

## Extraordinary Full Council Meeting

23/140	<b>Date of the Next Meeting</b> The next Full Council meeting is due to take place on Wednesday, 6th December 2023 at 7.30pm in the Old School Community Centre.
--------	--

The meeting closed at 9.30pm.

Signed by the Chairman .....

Date .....