***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

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**Draft Minutes of the Council Meeting**

**7pm Tuesday January 5 2021 ONLINE**

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| **Present:** |  | | |
| **Councillors:** | Jayne Jackson (Chair) JJ | Marion Francis (Deputy Chair) MF | |
|  | Colleen Atkinson CA  Barrie Challingsworth BC | Catherine Burnett CB  Kim Lidlow (KL) | |
| **Officers:** | Ellie Thomas, Clerk | | |
| **In attendance**: | 12 Residents | |  |

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| 683/21 | **Apologies for Absence** |
|  | None |
| 684/21 | **Declarations of Interest** |
|  | None |
| 685/21 | **Minutes of last Meeting** |
|  | Passed & signed as a true record |
| 686/21 | **Matters for Report** |
|  | **Clerk’s Report**   * Bus shelter project - information circulated and we will return to this later * Preparations for snow & inclement weather - circulated * Stop Stansted update - circulated * Climate Crisis Conference 28/1 - info circulated * VAEF update circulated - this includes information on support for SEN pupils * Libraries updates - several of these circulated * Trading Standards update circulated * Information on the Essential Living Fund circulated * Call for vaccination volunteers - circulated * Fraud Alert update - circulated * Highways update - circulated * Affinity Water update - circulated * Death of John Scott, former CEO of EFDC announced * Christmas & New Year Greetings from EFDC, ECC. EALC, VAEF - circulated * Murthering Lane appeal - circulated, starts today * Clearing land on golf course - walkers group have seen activity * Tier 4 support for local pubs - info circulated * Business adaptation fund information - circulated * EALC bulletins on corona help & advice - circulated * Traffic - crash Tysea Hill & Oak Hill Road junction again after Christmas - open forum * Benches – literature received about commemorative benches, should we have any plans for these * Play equipment – literature received on this and also circulated.   **Website:** short meeting last week affirmed the website we are agreed to go with (similar to Lambourne PC). Clerk to draft letter accepting quote and circulate to all prior to sending.  **Pathways Action Group:** **See Appendix A for full details**. All are saddened to hear of the death of Peter Spence, walkers’ association ambassador and a longstanding friend and advisor to the Parish Council. Condolences to his family, and we agreed to send a token of our esteem and sympathies (JJ to confirm funeral details etc). All finance for the voluntary footpaths group will go via Parish Council and be auditable: Clerk & CB to liaise re. suitable grants. A Teams meeting will be held for the group January 14 – all those interested please forward email addresses to CB. Details for the group to go in Linkup as they are arranged.  **Notice Boards:** ready to go up as soon as they are measured for posts and the weather is suitable.  **Field End:** letter to developer drafted, Clerk to send once OK is given.  **Sign Cleaning:** Clerk to recirculate the letter from ECC about rules and regulations for this.  **PC Drone Project:** Clerk to contact Craig for a progress report to see where we are with this and what is still to be done, but all acknowledged that the project has been on hold for winter.  **Land for rent:** Bournebridge Lane tenant gave notice to quit in December. As per policy this must be advertised for letting in the February Linkup and we will interview interested parties. JJ & Clerk to liaise on this.  **Power cuts:** we have a log of incidents and Clerk has phoned the electricity board again. Residents are upset as the outages disrupt boilers and other large appliances. Clerk to email the customer care rep we have contacted previously: making the point that they have promised a line walk since March and now is a good time to do it as there are no leaves on the trees.  **Health & Wellbeing Plan:** CB has worked hard on this. For the plan as it stands as of January 5 2021, **see Appendix B.** The conference CB attended recommended that all councils should set up a plan to combat issues such as social isolation, physical exercise, mental well being, learning difficulties  and obesity, by identifying assets, removing blockers and bringing people together to enhance opportunities within  the village. EFDC provided the template with headings for areas that impact on wellbeing and ways to take control. Plan approved by Parish Council. Next step: CB to speak to Danielle Frost about what to do next, and to approach potential partners for the plan to see what they offer and how they would like to get involved – a set of deadlines are built into the plan. Assets and enhancement are a work in progress, we can seek funding, and this can be a feature on the new website.  **Neighbourhood Plan:** we recently had an email offering free services for this. It looked interesting – Clerk to contact the company and arrange an initial meeting to discuss it more fully.  **Bus Stops:** there is a chance of getting maintenance for these in return for advertising – as EFDC scheme. We originally opted out of the scheme, but MF has since contacted those responsible for more information about applying for the license and guidance notes (whilst explaining that the bus is 90 minute apart and the stops are along a 3-mile stretch of road. Awaiting response - Clerk to collate paperwork and liaise with JJ/MF. Deadline for application is January 31 2021.  The stop opposite Tysea Hill may be moved and replaced if the new development is approved, however the application has been pending for 2 years. The stop is also damaged. We would need to ascertain if it is being kept and liaise with ECC Highways. We would need to see if we can get someone to maintain the stops for us and advertise on them to fund it – as EFDC scheme. Clerk to collate paperwork and liaise with JJ/MF.  Noted that one of the stops on Oak Hill Road is on a resident’s land, so we would have to consult them before doing anything there, and to get the damaged stop (also on Oak Hill Road) repaired and make sure ads are appropriate. The resident concerned says that they had not been notified that the stop was on their land (qv. their conveyancing pack) but they do look after it regardless. They have also voiced their concerns. JJ to contact former house owner and consult to see if they had any agreement in place for this, and to consult Ray Russell as he was involved when the bus stop was placed. We will return to this topic at the next meeting. |
| 687/21 | **Finance** |
|  | Transactions for December 2020 – All agreed and actioned   |  |  |  | | --- | --- | --- | | EALC | PLANNING COURSE | 75 | | EALC | PLANNING COURSE | 75 | | EALC | PLANNING COURSE | 75 | | EALC | PLANNING COURSE | 75 | | E THOMAS | CLERK DECEMBER SALARY | 495 | | E THOMAS | POSTAGE STAMPS | 24.72 |   VAT claim was sent off before Christmas and will be followed up. JJ will refund aircon money to SAVHA as soon as the VAT comes in. JJ to share bank statements with Clerk.  Budget: APPROVED **See Appendix C**  Precept of 11,204 APPROVED - Letter to go to EFDC ASAP by email & post. |
| 688/21 | **Planning** (Development Control & Enforcement Team) |
|  | **Application No:** EPF/2754/20 **Officer:** Brendan Meade **Applicant:** Mr W Hussain RETURN 11/1/21  **Location:** Knolls Hill Farm, Bournebridge Lane, Stapleford Abbotts RM4 1LU  **Proposal:** Certificate of lawful development for proposed 2 x single storey side extension, and ancillary outbuilding to provide a three bay garage, pool, gym and domestic storage.  Return: OBJECTION.  This has been objected to in the past. The footprint size was approved as a different size last year. There is historical interest here – they have to have an archaeological investigation before any works are considered. There may also be issues with historic access to footpaths here. Two extensions add up to double the size of the house – is this allowed? It is also in the Green Belt, and on a busy road. The only access to gym and pool seems to be via the garage – is this feasible? It is on a high piece of land already – a second storey would make it like a beacon and not fitting with the local character. All to revisit and liaise with Clerk before Jan 11.  **Application No:** EPF/2856/20 **Officer:** Sophie Ward Bennett **Applicant:** Mr Danny Morgan RETURN 11/1/21 **Location:** Land to rear of Mountford and Bishops Bron, Oak Hill Road, Stapleford Abbotts RM4 1JL  **Proposal:** Application for Approval of Details Reserved by Condition 18"plan indicating the position and height of all existing boundary trees" for EPF/1762/17. (Application for eight new build houses (six semi-detached, two detached), with associated parking and amenity).  Return: NO OBJECTION.  There have been boundary trees behind the houses as per the conditions when it went to EFDC Planning, to keep and reinforce the hedge that was there already (there was a 5-year maintenance agreement). The hedge has died off – the trees are leylandii which may have something to do with it - however the land owner has notified and been advised by the EFDC tree protection officer (who is also there to offer residents advice should they ask). |
| 689/21 | **Parish Council Projects** |
|  | Drone project covered.  Second part of history project to be arranged – on hold due to lockdown as it involves older residents meeting school pupils. We can put this on the wellbeing plan, as a weapon against social isolation. The contacts here would be the school and the Welfare Trust. |
| 690/21 | **Correspondence** |
|  | Letters circulated. 2 residents have written with concerns over road safety – see Open Forum. |
| 691/21 | **Meetings of Outside Bodies and Training Courses** |
|  | Planning Briefing courses for 4 councillors booked in on Jan 23. Annual Meetings course to be booked. |
| 692/21 | **Highways** |
|  | See Open Forum as the residents comments were highways matters.  Concern re. pothole at the golf course turnoff on Tysea Hill (Reported) and the pothole at Passingford Bridge on left hand side of electricity meter (Clerk to report). Passingford roundabout flood is bad, the gulleys are blocked as are the ones on Tysea Hill, to be reported.  Transport: 87 bus being withdrawn and a 3-month trial of an on-demand service (DART bus) in progress. Users must register to ride and as part of the trial report back on their experiences. Not a brilliant time for this being lockdown, but noted that every bus running has had passengers on it – NHS staff, EFC staff and St Johns sixth formers coming from Epping Green and South Harlow. Queried if this kind of bus could work in Stapleford Abbotts – once the 87 trial has ended let us investigate the possibilities. Revisit at the March meeting. |
| 693/21 | **Matters for future Agendas** |
|  | Bus stops update  Health & Wellbeing Plan progress report  Pathways Action Group progress report  Linkup – call for assets to put into the wellbeing plan  Linkup – standalone article on pathway maintenance volunteering, CB to draft  Linkup – article on bus stops to as villagers opinions  March Agenda – Dart Bus Trial  Highways – invite ECC Highways contact to next meeting or to March |
| 694/21 | **Open Forum** |
|  | Resident: pothole on Bournebridge Lane that damaged car suspension – SAPC advised to report it and any other potholes on ECC site.  JJ: Potholes beyond white side lines on roads are classed as verges and are land owner’s responsibility. Also, roads in SA are categorised as local and inspected only annually even though they see a lot of traffic including heavy lorries. JJ to speak to ECC contact on highways panel.  Resident: there is a huge increase in lorry traffic recently – linked to businesses in the area and probably sent via satnav. There should be more regular checks – and roads that support lorries – if there can’t be fewer trucks. Residents all expressed concern over speed also. JJ to address this with ECC contact. MF: these are country lanes and not designed for HGV – there are also foreign lorries whose drivers don’t know much about the area. Oakhill, Tysea & Bournebridge areas all are affected.  Residents: it can be hazardous to get off your driveway, and there was a 4-car pile up last weekend. JJ: we are aware, it is happening a lot, and we can speak to the police. CA: we should meet with highways to see exactly what is required for speed controls. CB: we have data about accidents so we can back it up with that. They will be setting budgets for speed calming now so it could be a good time to approach them.  MF: developers for the Oak Hill Green proposal suggested a crossing at the Oak Hill Road/ Tysea Hill junction which was the scene of the crash last week – Highways did say that it would be too dangerous.  JJ: I have spoken to the police before Christmas – will chase it up.  All agreed that some traffic calming such as chicanes would not work here – but illuminated signs might help, or ones that show the license plate numbers of people who are speeding.  KL: Pinchbeck Bridge has a weight limit – but lorries just use other roads nearby. We need to be vigilant as the border control site at North Weald will generate more lorries in the area as a whole. Resident: many local businesses already do generate lorry traffic – notably Tysea Hill & Bournebridge Lane trailer park & transport companies. MF: there is a 7.5 ton limit except for access, but they may all easily claim they are using access.  Resident: these are really horse and cart roads – Highways needs to invest to make them fit for purpose.  CA: suggest a discussion with highways and compile a list of queries and concerns. JJ & Clerk to liaise to facilitate.  Resident: the roads are dangerous and you can’t walk safely on the sides: also when people park outside the houses, it makes access & egress very hazardous. Plus, it’s noisy – especially lorries at night travelling at speed.  JJ: it takes years to get restrictions put in. the school campaigned to get limit down from 50: 40 was allowed but they would not go lower.  CA: Highways do plan the speed limits linked to the number of houses in the vicinity. The village looks a lot different than it used to. Would a new count of houses for 2021 make a difference?  MF: this is why we need a neighbourhood plan – this sort of thing would be part of it. And all developers have to do an assessment of traffic depending on the numbers of houses. Highways do seem to look at this in isolation.  KL: Lambourne managed to get the limit to 40 near the airfield. JJ: we can approach J. Filby for advice: and bring the ECC Highways contact to one of the next meetings. |
| 695/21 | **Time & Date of next meeting**  Meeting ended 8.50pm  Next meeting will take place on February 2 2021, 7pm by Zoom |

**Signed by Chair:..........…………………………………………………………..Date:…………….**

**Signed by Clerk: …………...………………………………………………………Date:…………….**