***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

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**Minutes of the Council Meeting**

**7pm Tuesday May 5 2020 Online**

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| **Present:** |  | | |
| **Councillors:** | Jayne Jackson (Chair) | Marion Francis (Deputy Chair) | |
|  | Colleen Atkinson |  | |
| **Introducing our new councillors:**  **Officers:** | Catherine Burnett, Barrie Challingsworth & Kim Lidlow  Ellie Thomas, Interim Parish Clerk | | |
| **Residents**: | 4 members of the public present online | |  |

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| 578/20 | **Apologies for Absence** |
|  | None. Cllr Jackson introduced and welcomed our new Councillors Burnett, Challingsworth & Lidlow, newly co-opted to the Parish Council last month. |
| 579/20 | **Declarations of Interest** |
|  | None |
| 580/20 | **Minutes of last Meeting: January 2019** |
|  | April 2020 minutes approved as a true record |
| 581/20 | **Open Forum** |
|  | None due to time constraints. |
| 582/20 | **Matters for Report** |
|  | Cllr Jim Brown : appreciation universally expressed for Jim who resigned in February – thank you for all your long service and hard work, Jim. A gift will be discussed for presentation after lockdown lifted.   * Commemorative bench for NHS: email circulated. We have had some ideas already about acquisition, location and dedication, suggested to consult the village about this. * EALC has a rolling programme of updates about COVID 19: to be circulated when they arrive. * Keep Essex Active Campaign: to keep residents of Essex healthy and active on lockdown, launched 27th April 2020 on new ‘Keep Essex Active’ [YouTube channel](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2F3212h.r.bh.d.sendibt3.com%2Fmk%2Fcl%2Ff%2F3EgoaWU5udphFJofizIMiQLFPf1VctOVUGj5HqgU3yI7OhsyfbYzxUio9KRWnr2qb0FXAdlsAaxmy72wy_Oxk0Wpaciv8_GsqVDbhCtzIrYhSDrjvkFFUCp1GxM5lNz4Q9-d6CXAv9Q9APmoaWhtz1YsKCR5mPS7fcAV2Bdf9Paa_rL_GaI_yzYqQ8rbYmjj9yyTMJjdi6-tYARIqK_C&data=02%7C01%7C%7C0d89d96f1f55463de9a808d7e7700f49%7Ca8b4324f155c4215a0f17ed8cc9a992f%7C0%7C0%7C637232340788644382&sdata=vsvSGSLjmyMU9d97l6nDQPqXCbOLX8yUKvYpb0CC%2FAA%3D&reserved=0) * Essex Welfare Service – set up to help those most at risk, including people over 70, pregnant or have underlying health issues under a Request & Refer scheme, see Clerk for details. * Community Initiative Fund - from Essex County Council (ECC) - includes community grant schemes eg. Local Service Fund, Local Connections Fund & Cultural Development Grant. There is also the CIF, with grants of up to £10,000 for either a Capital or Revenue (not core costs) project and micro-grants of up to £500 available throughout the year, awarded twice a month. Application dates and criteria will be updated on the EALC Website. * Fraud report: (to be repeated on website neighbourhood linkup): There has been a spate of telephone scams telling people their Council Tax banding may have changed, but when challenged the callers hung up. Always challenge callers on their identity and report fraud or attempted fraud to Action Fraud at [www.actionfraud.police.uk](http://www.actionfraud.police.uk/) or 0300 123 2040. * The National Cyber Security Centre (NCSC) has relaunched its Cyber Aware campaign to keep everyone safe online in the current situation: report suspicious emails and malicious websites at [report@phishing.gov.uk](mailto:report@phishing.gov.uk) * Delivery fraud has been cropping up in Herts and Essex. Hertfordshire Police advise: If someone tries to deliver a parcel you’ve not ordered, refuse to accept it; if a parcel you receive is not something you have ordered, contact the company to arrange for its collection & ask how to ensure the identity of the person collecting it. Advice at Action Fraud on 0300 123 2040 or [www.actionfraud.police.uk](https://eur03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.actionfraud.police.uk%2F&data=02%7C01%7CChloe.Rudd%40essex.police.uk%7C1dd6e609705d4e2b789508d7edb425e0%7Cf31b07f09cf940db964d6ff986a97e3d%7C0%7C0%7C637239230287728126&sdata=m%2FUbI37atsYrhEgSpEfyO%2F%2BHUfgZlAU8VNFipwNu%2BDM%3D&reserved=0). * Small businesses can now apply for quick and easy loans of up to £50,000: hit www.gov.uk |
| 583/20 | **Finance** |
|  | **Transactions May 2020**   |  |  |  | | --- | --- | --- | | Clerk | Clerk duties last weeks of April | £132 | | Parish Insurance CAS | Annual renewal of policy | £260.68 | | SAPC Floral Tribute | For Kay Pearce funeral | £68 |   Due to the current climate and restrictions in place re the Coronavirus, the above payments are made by internet banking. This will continue until September at least in absence of a policy – policy to follow. |
| 584/20 | **Planning** (Development Control & Enforcement Team) |
|  | EPF/0699/20: Mr and Ms L & L Samways & Gilbey, Chez Tyes, Tysea Hill, Stapleford Abbotts RM4 1JP Proposal: Proposed 2-storey front extension, including demolition of existing single storey garage, external & internal alterations & roof lantern to existing single storey rear extension. Deadline May 11 Return: NO OBJECTION  EPF/0774/20: Mr David Goulding , Abbottsbury, Oak Hill Road, Stapleford Abbotts, RM4 1JL  Proposal: Extension of garage with new roof. Deadline May 18 Return: NO OBJECTION  Retrospective Planning Application: Wycheways (Silver Birches), Tysea Hill, Stapleford Abbotts, Essex. RM4 1JP  SAPC has objected and there is an Enforcement notice on this: neighbour has written to us. This will feature at the planning meeting at EFDC on May 6 2020. |
| 585/20 | **Parish Council Projects** |
|  | Drone photography – Craig Mitchell to organise, he is approaching CAA and Stapleford Aerodrome. Part two of the history project will start when the photos are done: we can arrange interviews with school and seniors once the school is back in session. |
| 586/20 | **Correspondence** |
|  | None |
| 587/20 | **Meetings of Outside Bodies and Training Courses** |
|  | No meetings. Councillor Lidlow expressed interest in Data Protection course: Clerk to see if anyone would like to do any courses in coming months, and get them booked up. |
| 588/20 | **Highways** |
|  | Nothing to report this month. |
| 589/20 | **Matters for future Agendas** |
|  | * Public footpaths & Rights of Way – some are suspiciously obstructed and signs hidden * Gates/ Accessibility/ Dogs – similar problem. * Ordnance Survey maps of area – Clerk to research some for use and for display * A record of the houses and their names – ECC should supply – for parish board/ shop/pub |
| 590/20 | **Open Forum** |
|  | * Broken sign on Bournebridge Lane – repair in hand with original signwriter, and we will paint it. It was rotten, and should be sunk deeper into the ground. Costing to follow – Cllr Jackson. * Memorial bench –circulated – some people not keen on NHS one’s design but liked idea. Suggested to remember Kay Pearce who did a great deal of work for the village. Mooted consulting all parishioners, young people also, and maybe make it a focus for others to be commemorated. * Parish Council for all – some people can’t get to the village hall and some don’t have technology to get online. Report suggested: Cllr Jackson does this each month for Linkup, however this has been in abeyance for last few months. * Cllr Jackson has spoken to EFDC about large planning proposals: High House Farm & Oak Hill Green. These will arise in Committee in June. General discussion of proposals, liaison with site spokespeople, history, wildlife, benefits of development, EFDC involvement and the minutiae we will need to see tied up here. |
| 591/20 | **Time & Date of next meeting**  An online meeting will take place on June 2 2020 at 7pm – depending on Coronavirus restrictions. |

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

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