***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

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**Draft Minutes of the Council Meeting**

**7pm Tuesday April 6 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**: | 2 Residents | |  |

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| 722/21 | **Apologies for Absence** |
|  | None |
| 723/21 | **Declarations of Interest** |
|  | None |
| 724/21 | **Minutes of last Meeting** |
|  |  |
| 725/21 | **Matters for Report** |
|  | **Clerks Report**  All Epping Forest DC, Essex CC, Libraries Service, EALC and Voluntary Action emails circulated to Councillors.  EFDC news this month includes community policing update, fly tipping update and information about small business support and health & safety at work which Clerk can pass on to anyone who needs it.  Grant funding advice circulated  Training courses for Councillors circulated  Another episode of children with catapults on Tysea Hill – this was in Nextdoor and will be monitored.  Maggie McEwen of ECC has put our Highways case to the local panel – many thanks. Maggie is standing down from her post in May and we wish her well.  Drones unknown to us were seen at the end of March, flying over the Tysea Hill/ Oakhill Road area: monitoring.  Elections in May – 3 people have applied for nomination packs – any others interested ask Clerk or EFDC for a pack, the deadline for applications is April 8 at 4pm.  PC Cook, local police rep, has asked Highways to do speed checks in Oakhill Road near the Tysea Hill junction.  DART bus trial has been extended – more soon.  SLCC (local clerks society) have sent information, considering benefits of joining.  **Policies overview:** These will be reviewed and once written up, circulated. To go on website too.  **Website:** This is 80% there – Clerk to tie up loose ends and sit down with hosts to discuss practicalities. Pictures, historical and modern, to be sent to Clerk. CB has landscapes of the walks in the village – many thanks in advance.  **SAFVAG update (footpaths):** CB has sent a map today – thanking all the volunteer walkers who have walked, mapped and cleared paths. The village usually has path clearance after June/July so suggested we start now. It is much clearer than this time last year. Awaiting Localism Officer’s feedback and a date for her to meet with the group. 2 people are booked on a first aid course and 2 on a brush clearance course. Grant and action plan to be agreed and Clerk to assist drawing down the funding. Discussion re. PPE, and comment on sign that keeps being knocked over near Knolls Park Farm at path 21. Comment that if High House Fam development goes ahead, there will be 30 acres for residents to walk around. Reiterated thanks to all the volunteers for their help.  **Elections:** all those interested ask Clerk or EFDC for a pack, the deadline for applications is April 8 at 4pm. KL comment on the situation of her application – more soon.  **Grants:** there are quite a few on the radar right now. CB looking at some for wellbeing plan. Noted that time constraints are getting in the way. Clerk to send grant info to all councillors when it arrives. Suggested putting info about grants for business and community in the Linkup as this would be more appropriate. Also to go on web site.  **Community speed project:** 12 volunteers for speed awareness course including all councillors (more are welcome). PC Cook to go ahead when Covid rules permit. Speed monitoring request also going forward and he has been very understanding. We are asking for 30mph limit in the village. Resident has written in with fears that house footings are suffering due to traffic, as well as skips. Noted that we have at least 5 industrial areas in the vicinity so the issue is widespread. MF to liaise with PC Cook on this subject, and ask about time constraints on O licenses.  **Noise:** noted that anyone unhappy about noise in the area, and if you know who is making the noise, report it to the Environment Agency. This includes quad bike noise if you know license plate number. To go on website.  Allotment for rent: 3 candidates have questionnaire now, responses awaited, we will meet to discuss these. Inspections done: all good, one had rubbish on the road but tenant is arranging a skip to sort it out. We are corresponding with him and record that we had offered to help as per our commitment as landlords, but he said he was all right. Discussion about our access to land.  Rogation Walk May 9 2021: PC and Church joint venture, MF gave brief history as it has become a local fixture. Open to all who can deal with rough and ready terrain – refreshments supplied by Church and in lie with Covid distancing, PC to donate small amount for the treasure hunt aspect, agreed.  **Matters arising: Village sign:** makers do not seem to be around, JJ to try DIY option – suggested to ask Abridge.  **Phone box library**: KL commented that we have a library bus still and encouraged all to use it (to go in linkup too). A book exchange would be nice too – discussed options for constriction & location of a “book nook” including where the notice boards are. JJ to circulate information about book nooks and we will return to this.  **Defibrillator:** will work on this in the upcoming month. |
| 726/21 | **Finance** |
|  | PKF Littlejohn wrote this week to advise of returns to come ASAP. Agreed to certificate of exemption as our income & expenditure is below the required level for this. Transactions for March 2020 – All agreed and actioned.   |  |  |  | | --- | --- | --- | | EALC | AFFILIATION FEES | 331.38 | | EALC | EALC COURSE AGM | 84 | | ROYAL PHOTOS | OFFICIAL PHOTOS X 3 | 280 | | EM THOMAS | CLERK MARCH/ OFFICE SUPPLIES | 516.88 | | LAND REGISTRY | SEARCH FEE | 48 | | TEEC | WEBSITE SETUP, DOMAIN & HOSTING | 155.99 | | TEEC | WEBSITE MIGRATION | 132 | |
| 727/21 | **Planning** (Development Control & Enforcement Team) |
|  | **Application No:** EPF/0523/21 **Officer:** Alastair Prince **Applicant Name:** Mr and Mrs White  **Location:** Spindrift Bournebridge Lane Stapleford Abbotts RM4 1LT  **Proposal:** Single storey rear extension.] **Return:** No Objection  **Application No:** EPF/0490/21 **Officer:** Sophie Ward Bennett **Applicant Name:** Wendy Ward  **Location:** 5 Tysea Hill Stapleford Abbotts RM4 1JS  **Proposal:** Application for Approval of Details reserved by condition 3" documentary and photographic details of all materials to be used in the construction" for EPF/2470/20. (Extension to dwelling to form a new dwelling with alteration to access for existing house (amended application to EPF/0532/18). **Return:** No Objection |
| 728/21 | **Parish Council Projects** |
|  | History project – we hope to launch the Stapleford Abbotts in 2020 film that was made with the drone last year, ideally at the AGM. Discussed options for sale of the film to residents – we can put a clip on the website and tell them how to get a copy of their own. |
| 729/21 | **Correspondence** |
|  | Resident email about traffic on Tysea Hill – dealing with. Resident email with inquiry about footpath – assisting. |
| 730/21 | **Meetings of Outside Bodies and Training Courses** |
|  | CB signed up for grants webinar which unfortunately wasn’t due to technical issues. If it runs again she will attend. KL to do planning webinar – need to confirm the link. |
| 731/21 | **Highways** |
|  | Bumps on road by golf course repaired but not brilliant – more to do. We have reported this to ECC Highways. Holes in road on Bournebridge Lane and opposite Rabbits Pub – just keep on reporting them. Discussion about litter picking – Brentwood Council do this and they supply the kit, and there are volunteer groups organising themselves in other places including Theydon Bois. All commended resident on Tysea Hill who picks litter up regularly.  Noted that there is foliage crowding the village sign on the white gate – can we cut this back if we can get brush clearing equipment. Road signs – we have asked Rangers to assist with cleaning but their website can be difficult to negotiate and we have had no substantial reply – to ask again and say if you won’t, we will. |
| 732/21 | **Matters for future Agendas** |
|  | Litter Picking |
| 733/21 | **Open Forum** |
|  | Drones – message sent on NextDoor and SARG about this.  Parish Council AGM – signs to go on boards announcing this and meeting dates for next year.  AGM agenda will be up soon. |
| 734/21 | **Time & Date of next meeting**  Meeting ended 8.29pm  Next meeting will take place on May 4 2021, at 7pm by Zoom |

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

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