***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

132 Bentley Drive, Church Langley, Harlow, Essex CM17 9QY

Tel: 07894 154877, Email: [StaplefordAbbottsParishCouncil@gmail.com](mailto:StaplefordAbbottsParishCouncil@gmail.com)

[www.staplefordabbotts.blogspot.com](http://www.staplefordabbotts.blogspot.com)

**Draft Minutes of the Council Meeting**

**7.15pm Tuesday November 2 2021**

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| --- | --- | --- | --- |
| **Present:** |  | | |
| **Councillors:** | Jayne Jackson (Chair) JJ | Marion Francis (Deputy Chair) MF | |
|  | Colleen Atkinson CA  Kim Lidlow KL  Barb Lowings BL | Catherine Burnett CB  Barrie Challingsworth BC | |
| **Officers:** | Ellie Thomas, Clerk | | |
| **In attendance**: | 6 Residents/ Visitors | |  |

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| 800/21 | **Apologies for Absence** |
|  | Cllr J McIvor of ECC, Cllr H Brady, EFDC |
| 801/21 | **Declarations of Interest** |
|  | None |
| 802/21 | **Minutes of last Meeting** |
|  | Confirmed as a true record |
| 803/21 | **Matters for Report** |
|  | **Clerks Report**  EFDC, ECC, EALC, Highways, Planning, Police, Libraries, Community Hub & VAEF bulletins all circulated London Future Airspace research info circulated  High Street app has been launched for EF district  Essex Fraud Alert has been revamped - new style bulletin will be circulated from now on  EFDC citizen & team of the year nominations open  EFDC Climate change consultation launched & Essex Climate Action commission information circulated  Essex Superfast bulletins circulate - they have a new platform  Meeting with Theydon Mount re Arnolds Farm as we are a neighbour authority - concerns passed on to EFDC  VAEF AGM Nov 24 - zoom link has been sent and circulated to all.  **Litter Pick day:** October 30 – after uncertain weather we had an excellent session where Councillors, Clerk & 3 residents joined in. 21 bags of litter were collected in an hour. Many thanks to all.  **Footpaths:** Small activity as winter is coming. Owners of Brook TC have cleared all the back of the house – many thanks. Drainage on Path 25 is under surveillance. Spring plan to be confirmed – intended to start at the west end as the west has seen a lot of improvement.  **Neighbourhood Planning:** Clerk to get update from printer – we hope to have the leaflets for the fayre 6/11/21.  **Benches**: To be ready for ordering on January agenda installation in spring 2022. BC offered to approach the landowners verbally to get clearance for installation. Locations: Top View (Torrances & Poultry Farm to be aware, bin not planned)/ The Green (bin to be added) Top of Hook Lane (bin to be added)/ Kensington Park (Highways & Dockerills to be aware, bin not planned). EFDC to be consulted re. bins.  **Council Meetings Attendance:** missing three meetings in a council year triggers a councillor’s tenure to be revisited. Some councillors are in or are near this situation – attendance to be improved please.  **Budget:** precept for next year to be determined. We will discuss next time. Additional costs including beacons to be included. Clerk to send last years precepts to all. Suggest Clerk does poster to ask for ideas for projects.  **Village Hall History:** To go on agenda for next meeting - Liz Whymark to be invited to introduce topic.  **Speeding Project**: JJ, CA and school met to discuss traffic/ car park at Village Hall. The car park was extended several years ago – to help with school parking problems discussion was held re. resurfacing. Agreed that school will pay around 95% of the quote – PC & SAVHA to contribute estimated 4K. Pointed out that the VH contract agrees that schoolchildren can be dropped off and collected there at appropriate times, but not all through the day. The hall hirer and users such as electoral services and funeral parties take precedence then, they must inform the school beforehand. Action – to find the agreement from when the hall, was built in time for December meeting. Discussed funding and fundraising possibilities, how to get parishioners’ ideas, and acknowledged that there needs to be a consultation. Suggested to factor this into precept. Agreed that a revamped car park might also increase bookings for the hall. Works mooted to take place around Easter 2022.  Speed Training: we heard nothing from PC Cook until JJ prompted him, and he responded that the speed camera at Loughton has been replaced and he will be doing a study with it himself soon. We need training – JJ to respond: this is not addressing the problem at the school and is not what we asked for (formal speed check) or at the right time.  Speeding campaign letters: we have written to Cllr McIvor – we need letters from Liz, Harry, and PC Cook plus speed data so we can copy these to Alex Burghart MP. (Harry’s team wrote in just before Clerk left for this meeting and Liz has said she write to JJ). There will be forms and admin to do as far as the speed reduction campaign goes – we propose to get Cllr McIvor to walk us through these prior to submission or put in writing the hoops we have to go through. Action – to invite Cllrs McIvor & Brady to the December meeting or organise a meeting in office hours.  **SAPC rep on SAVHA:** CA to take the position – JJ to facilitate.  **Drones:** covered – there are links to these, Clerk to recirculate.  **Speed signs:** Discusson of different types (and dangers of flashing ones to people with epilepsy) and how to repair the ones we have. Action – write to Highways & Highways Maintenance c/o Cllr McIvor copying in PC Cook.  **Laptop:** Has just arrived and Clerk will charge and upload.  **Flytipping: This** has been cleared up near Bournebridge Lane. Still some debris in Hook Lane. There was also trash on the path during the litter pick, reported to Waste Management along with a damaged litter bin near Kensington Park. There is a fuel tank dumped in Oakhill Road – residents have pictures and JJ to report to ECC. |
| 804/21 | **Finance** |
|  | Transactions for October 2021 – All agreed and actioned.  Need to work towards next year’s budget and precept – more next time   |  |  |  | | --- | --- | --- | | TIMPSON | KEY CUTTING | 30 | | POST OFFICE | STAMPS | 5.16 | | TESCO | SWEETS HALLOWEEN/ CHRISTMAS | 11 | | MAINETTI | GIFT BAGS GENERAL USE | 7.38 | | VIP CLEAN | GIFTS FOR LITTER PICKERS | 16.80 | | E THOMAS | CLERK OCTOBER | 495 | | OFFSITE IT | LAPTOP | 839.29 | |
| 805/21 | **Planning** (Development Control & Enforcement Team) |
|  | **Woodside Farm:** No update as yet.  **Albyns Hall:** Refused permission – architect to resubmit – more soon.  **Oak Hill Green**: JJ spoke to developer last week, they are waiting for Planning Officer. Wanting to get it to go to Planning before Christmas. Developer has responded to queries – circulated. We are happy to meet him, preferably in next 2 weeks, Clerk to inquire about hall booking, and draft a letter for near neighbours, pub & shop. |
| 806/21 | **Parish Council Projects** |
|  | No update yet |
| 807/21 | **Correspondence** |
|  | None – except email from developer with answers to queries, covered. |
| 808/21 | **Meetings of Outside Bodies and Training Courses** |
|  | BL on Highways course last month – very good. BL & JJ to attend Highways Winter Briefing 3/11/21.  MF to attend Public Transport meeting. |
| 809/21 | **Highways** |
|  | Potholes – some damage here reated to Cadent works. Temp repairs. |
| 810/21 | **Matters for future Agendas** |
|  | Village Hall History Beacons  Budget & Precept Drones  Jubilee ideas Facebook/ advertising on social media |
| 811/21 | **Open Forum** |
|  | Involving the school in our ventures – they need to be in school time, and info should be sent out digitally.  Quiz night was really successful, lots of new faces, and raised over GBP400. 2 quizzes planned for next year.  7/11/21 Christmas Fayre at the Village Hall 10-2.  Welfare Trust met 1/11 – open to all residents of retirement age – looking to hold events throughout the year to combat loneliness. Website/ walking group/ mailouts can publicize.  Church has welcome packs for new residents – please spread the word.  Seniors Lunch party to take place as usual next year- March suggested.  Flower festival to be updated as “Festival” 30-31 July, with music, art and more as well as flowers. PC invited to be part of it. Church have suggested a BBQ and concert in August.  Suggested to combine events with Platinum Jubilee – ideas also include street party or procession. Suggested we get the school involved and incorporate school grounds. Vicar will talk to school about jubilee & Festival.  School has put up the Silver & Golden jubilee plaques in the hall, and one for John Fortescue charity in the library.  Remembrance Sunday 10.30 at church.  100 Club to go in Linkup – please spread the word. |
| 812/21 | **Time & Date of next meeting**  Meeting closed 8.55 Next meeting at 7.15pm on Tuesday December 7 2021 in the Village Hall. |

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

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