***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

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**Draft Minutes of the Council Meeting**

**7.15pm Tuesday September 7 2021**

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

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| 774/21 | **Apologies for Absence** |
|  | Cllr Challingsworth (accident) |
| 775/21 | **Declarations of Interest** |
|  | None |
| 776/21 | **Minutes of last Meeting** |
|  | Confirmed as a true record |
| 777/21 | **Matters for Report** |
|  | **Clerks Report**   * EFDC, ECC, VAEF, COVID-19, Police, EALC, Libraries and Anti-Fraud bulletins circulated * Essex Book Festival celebrated in July/August 2021 * Flower Festival – a successful and joyous occasion despite indifferent weather – thanks to all concerned * Sign which was damaged at Stapleford Road has been reported to Highways * PKF Littlejohn - all returns are Shas taken him around the village to show and tell about the disgusting state of the roads and the traffic hazards thereon - we have reported issues with roads to him, and now must tell him of a serious situation regarding road safety in the vicinity of the school – see below * Thank you to our “History Man” Keith Farrow, who has curated our archives so well, we have sent a card. * Meeting with Patrick Arnold of EFDC in August about litter picking and all social community ventures: lots of advice and encouragement for our projects and suggestions for support. Thank You Patrick. * Dementia friends training: Clerk to please recirculate details of community-based courses to residents * Navestock & Brentwood councils: informed us about illegal traveller site on Horseman Side. An injunction was served by Brentwood Borough Council with the owner appearing in court where the judge upheld the injunction however they continue to develop the land and all 6 plots are occupied by caravans. * Travellers also had attempted, unsuccessfully, to get into the field at the bottom of Church Lane, residents shut the barricade at night but wanted us to be aware * Power cuts: KL has been working with UK Power Networks Cathy – re. constant power cuts and flicking on and off of supplies. She has facts and figures about these and KL explained how boilers, computers and electrical goods are affected and how working from home had been extremely difficult. The promised line walks and actions haven't always taken place. Cathy says sometimes they have problems with access to private land, (KL volunteered to help) and Cathy will contact the local depot for an update. KL has saved some of the relevant text messages regarding flickering supply – believed to be caused by a farmer doing groundworks - line walk in progress. Most recent is a 2/9/21 power cut due to engineering works. * Accidents list: we have had 4 more in July/ August/ first week September, including near miss at school. * Bizarre episode: a man has been lying in road near Gutteridge Lane - when cars stop to help him, he tries to TWOC. He has a grey blue 55 plate 4 door car and there is a crime number assigned to this. * School near-miss incident – see below * Quotes for neighbourhood pamphlet.  1) 1500 copies £240 + VAT + £20 for artwork set-up. 2) 1500 A5 4 page folded leaflets on 130gsm Silk: £195 plus artwork if required. 3) did not respond. ZT to contact (2. * Havering mast - objections in to Havering & EFDC * Albyns Hall comments - concerns aired at meeting with architect and will be relayed to EFDC. JJ to arrange meeting with architect and neighbours at SAVH. * Website nearly there and proposed to go live Sept 14: new policies to go in, also new email addresses. Final handover needed with TEEC & we will have the foundations. ZT to refresh training.   **Speeding:** As described above, Ms Emma Speller, headteacher of the village school since February, spoke about the potentially lethal situation caused by the parking, speeding and road safety issues in the school vicinity. On Friday Sept 3, a pupil was nearly run over. Their parents had to park on Stapleford Road due to lack of parking for parents at drop off time (The only parking is at the left hand side of SAVH carpark, and with 147 pupils in the school proper plus a growing kindergarten, there are often about 20 cars on the side of the main road; they otherwise have to park on both sides of the road and are endangered by crossing the road).  A lorry, going at considerable speed, meant the child and parent had to 'run the gauntlet' to the safe side of the road. The school warning sign is not working coming from Romford direction therefore he didn't reduce speed. This is not an isolated incident, last term a child with special needs ran across the road. Parents have to park along both sides of the road with up to 20 cars dangerously parked in the loading bay outside the school and on the verge. Ms Speller is extremely concerned about this. Many things have been suggested and tried: Preschool and older pupils entering by different gates/ longer dropoff time and a turning circle in the SAVH carpark, although there are usually some cars not connected to the school always there/ but it does not always work out. Car park is on Crown land which brings extra rules and regs and a lengthy process for new innovations. Cllr McIvor of ECC to be informed about this.  Suggested an urgent meeting with Cllr McIvor, first with PC then the school head, and escalating to a public meeting if there is no solution forthcoming. Pressure group of PC, school, parents and residents of the road was envisaged. Agreed to find out from relevant authority the number of houses there must be on a road to be entitled to speed restrictions, and any ways this can be mitigated. We have tried to get the police to engage, and will again. Suggested physical traffic calming ideas – temporary road surface included. Headteacher to approach SAVHA for input; JJ to ask old head if the illuminated signs were operated by the school, and to arrange Cllr McIvor to see the situation at 8.30am for himself. (Head will sound parents out about videoing the scenario). Further suggestions include a minibus shuttle from Gutteridge Lane/ parking in church car park and using footpath.BL is going on a highways training session Oct 7 and offered to raise the subject if appropriate to the course.  **Policies:** two to come, and ZT to check financial regs are correct, up to date and on the new site. Online banking policy to be amended.  **Website:** covered earlier, ZT to round up documents for site and set out basic picture pages.  **Litter day:** 30/10/21. Suggested that children come in Halloween costume and we offer treat bags – they can cover easier, safer routes – with adults only on more rigorous areas. PC to plan routes; ZT to send forms to EFDC and follow up. (CB offered apologies).  **Allotment:** Bournebridge Lane rented and paid, cheque received.  **Speedwatch:** need to be done. PC Cook is on holiday right now – we will contact his stand in PC Berwick.  **Beacons:** For Platinum Jubilee. We are interested, ZT to register this and follow up. Church to be involved and location to be decided. Working party to be arranged.  **Footpaths:** report attached – there has been much activity, with vegetation clearance in progress and a course on brushcutting is to start. Many thanks to Sundown on Bournebridge Lane residents, who cleared part of path 20. Path 25 recently done, discussed the waterway there which is affected as properties either side have grey water piped into pathway to stop their gardens from flooding. Next clearance is 13 by TC Brook, and it is possible there will be some assistance here. Many many thanks to all involved. Stapleford Road has some impassable areas but that is a highways matter& Cllr McIvor will be consulted.  **Neighbourhood Plan:** to accept quote 2 for leaflets, final draft to be circulated to all to be sure it is appropriate. We need a Respond By date – 31 October suggested as it is memorable. We can have copies at the litter pick. Otherwise distribution can be done by each of us doing a road each. Draft and proof to be procured ASAP.  **Benches:** need to be finalised. 3 sites suggested – the sign, Kensington Park notice board and Top View Farm. Be aware that currently harvest and farm refurb is in progress. We are still keen for a bench at the sign – could make a condition that we do regular litter picks here to save residents from doing so. Also suggested to price up bins to go with the seats (NB these need permission too). JJ to approach licensing team/ ZT to draft a letter to go to farmers saying we want to instal a bench and bin and would they have any objections: and next time we agree and order.  **High House Farm:** ECC has approved this for 20 houses, but we don’t know lead time. EFDC also approved. They will be 5-bed to 1&2 bed. 40 acres surrounding will be for leisure, to be decided who maintains this. Hardcore to be recycled on site so there will be fewer lorries here than anticipated. |
| 778/21 | **Finance** |
|  | Transactions for July & August 2021 – All agreed and actioned.   |  |  |  | | --- | --- | --- | | C BURNETT | HAMMER | 4.99 | | SAVHA | HALL HIRE SEPT-DEC 2021 | 63 | | EALC | KL NEW COUNCILLOR TRAINING | 216 | | EALC | BL NEW COUNCILLOR TRAINING | 216 | | EALC | BL PLANNING TRAINING | 0 | | ICO | INFORMATION COMMISSIONER REG | 40 | | E THOMAS | CLERK JULY | 495 | | E THOMAS | CLERK AUGUST | 495 | |
| 779/21 | **Planning** (Development Control & Enforcement Team) |
|  | **Woodside Farm:** we have spoken to neighbours and pencilled in a meeting on 21/9 for residents, PC and developers. ZT to confirm booking and write to all those we contacted initially.  **Albyns Hall:** To be redeveloped – replacement will be basically like for like. There are concerns over traffic increase during works.. Architect met us last week, he would like to meet the neighbours too. JJ/ZT to facilitate. |
| 780/21 | **Parish Council Projects** |
|  | None. |
| 781/21 | **Correspondence** |
|  | Stanstead Airport Watch circular, predominantly for fundraising. |
| 782/21 | **Meetings of Outside Bodies and Training Courses** |
|  | BL and KL attended New Councillor Course. BL to attend Highways day. CB has renewed GDPR credentials. |
| 783/21 | **Highways** |
|  | Dumping on Gutteridge Lane as well as fires and tyres here (debris has included cannabis plants – these have been found in Church Lane too). Suggested to write to EFDC to block it off – JJ to chase, ZT to assist with letters – we suggest writing to Alex Burgholt MP, Cllr McIvor, CEO of EFDC.  Also to draft letter to Alex B and Brentwood planning officer about traveller site. ZT/JJ  Also to draft letter to Alex B and Cllr McIvor about electricity cuts. ZT/JJ  Potholes on Bournebridge Lane have gotten worse. |
| 784/21 | **Matters for future Agendas** |
|  | Suggested overview/ history of SA Village Hall  SAPC rep for SAVHA – CA possible  Drones – ZT to contact Craig and get what he has up to now  ZT requested designated phone for SAPC – agreed. |
| 785/21 | **Open Forum** |
|  | Welfare Trust Lunch – first since lockdown. 20/10/21 at noon at Royal Oak  Church Lane Hedging – now needed, JJ to assist.  Barn Dance at Abridge VH – 2/10/21  Quiz Night – 22/10/21 SAVH at 7 for 7.30. GBP8 per ticket  Christmas Bazaar – 7/11/21 at Church, 10-2.  Church Improvements Meeting 23/9/21at 10am at the church, SAPC invited.  Open invitation for Flower Festival input – more new blood needed! People to run stalls, make cakes, etc. Meeting for all those interested 2/10/21 at 10am at the church. |
| 786/21 | **Time & Date of next meeting**  Meeting closed 21.30 Next meeting at 7.15pm on Tuesday October 5 2021 in the Village Hall. |

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

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