***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

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**Draft Minutes of the Council Meeting**

**7.15pm Tuesday June 1 2021**

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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**: | 1 Resident | |  |

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| 748/21 | **Apologies for Absence** |
|  | None |
| 749/21 | **Declarations of Interest** |
|  | None |
| 750/21 | **Minutes of last Meeting** |
|  | Confirmed as a true record |
| 751/21 | **Matters for Report** |
|  | **Clerks Report**  Dementia action week at EFDC: all info circulated  DART update: circulated & marked for MF attention as Transport rep  Remote meetings feedback with EALC  Litter picking – see further on  EFDC trading standards bulletin  Police, EFDC, ECC, VAEF and Libraries bulletins circulated  Anti-fraud bulletin circulated  Rogation Walk – May 9, it was a lovely day with excellent weather, attended by 30+ people, great atmosphere. Many thanks to all who attended and organised and tidied up (including the cooks who created the amazing cakes).  District sent out green homes grants: info circulated & available to all.  Covid restrictions May 17 onwards - directives & EFDC advice circulated and monitored  Cycling & walking initiatives info circulated  Health & wellbeing forum info circulated  Local foods support fund info circulated  Free training for dementia care & mental health first aid - info circulated & available to all.  Stansted research - circulated, anyone who is interested is welcome to contact the Clerk.  **Policies overview**: amendments to receive final amends then to be recirculated by Clerk; 6 outstanding policies to be covered at the next meeting. Policies to be reviewed yearly from now on in.  **Litter Picking:** we have 2 volunteers, and a regular person who cleans up in Tysea area. Suggested we write to thank him for his hard work: BL offered to pass this on. Clerk to create posters & ask EFDC and the Theydon group for advice, also the Harlow group she is familiar with. Suggested to ask the SA school Year 6 and Roger the vicar who already runs An initiative with the schoolchildren in Abridge. Roger also a good contact for risk assessments. **SAFVAG update (footpaths):** 16 June, Shirley the EFDC localism officer is to do training on Path 33, Essex will be removing stile & trees which have fallen over the path for better access. SAFVAG to do ground clearance. Stiles which are not for human or animal safety to be removed at Path 25. And work to follow on bridges on footpaths 13 & 14. JJ asked if wood stiles are all to be replaced as per Peter Spence’s advice. CB advised the localism officer guiding the work is the same person who would have advised PS, however could not confirm what materials will be used. Landowners have responsibility over the stiles, (remove which may allay security fears,) and we are working with them including the manager of Brooks TC farm. Vegetation will be removed if it overgrows where a stile was situated.  **Neighbourhood Planning**: nothing definitive as yet – BC to do a leaflet & we will distribute in the next month.  **Allotment for rent:** discussion of applicants: we have had all the information and credentials from applicants now. We revisited land-sharing option and this will be posed to applicants to help the decision. Clerk to contact the 2 applicants with horses to see if they would share.  **Community speed project:** PC Cook has been in touch – the gun check to be done and a 100 speed check to be done afterwards: the gun is not working PC Cook to source another and do the check next week, Oak Hill Road, Tysea Hill & school areas. His colleague Liam will train volunteers. Noted that Abridge PC have a gun – in extremis we could borrow it with a donation. To monitor. There have been 2 accidents in recent weeks, and one near the speed sign before them. We have a growing dossier – noted that our CC rep is on the highways committee and the police chief has remained the same. Suggested to tell them that we are worried - and ignored.  **Benches:** CA circulated details of seats from 4 companies. Clerk to investigate visuals, prices & installation costs.  Discussion of where to put benches (as some have a multi-buy deal): 2x at village sign/ top of Hook Lane/ where old bus stop was removed/ one of the paths with a nice view all suggested (care to be taken on paths if the one favoured is on private land). Plaques for villagers who died of Covid-19 discussed. |
| 752/21 | **Finance** |
|  | PKF Littlejohn annual return is now ready to go after final checks. Balanced and signed by Clerk & Chair.  Possible change of banks – JJ to see into this.  Quotes for anew laptop ongoing.  Transactions for May 2021 – All agreed and actioned.   |  |  |  | | --- | --- | --- | | PARISH INSURANCE | BUSINESS SERVICES @ CAS LTD | 260.68 | | ROGATION WALK GIFTS | MARION FRANCIS | 26 | | HALL HIRE | SAVHA | 15.75 | | CLERK MAY 2021 | ELLIE THOMAS | 506 | |
| 753/21 | **Planning** (Development Control & Enforcement Team) |
|  | **Application No:** EPF/1220/21 **Officer:** Caroline Brown **Applicant Name:** Mr J Ghataora **Return:** JUNE 14  **Location:** Murlough Oak Hill Road Stapleford Abbotts RM4 1JH  **Proposal:** Single storey front and rear extensions and loft conversion with front and rear dormers.  <http://planpub.eppingforestdc.gov.uk/NIM.websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=PL&FOLDER1_REF=651900>  **Return: No Objection**  **Application No:** EPF/1110/21 **Officer:** David Maguire **Applicant Name:** Mr Vimal Pokar **Return:** JUNE 7  **Location:** Ralwyn Oak Hill Road Stapleford Abbotts RM4 1EH  **Proposal:** Proposed Carport.  <http://planpub.eppingforestdc.gov.uk/NIM.websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=PL&FOLDER1_REF=651416>  **Return: COMMENT:** The PC hasno objection to a car port, but we need to point out that the access to this driveway via Ralwyn from Oak Hill Road is now blocked and we fear that this will cause major planning problems in future. The plans do not show blocked entrance via Field End which could affect any Planning/Highways decision  **Application No:** EPF/2362/20 **Officer:** Muhammad Rahman **Applicant Name:** B Paul **Return:** JUNE 7  **Location:** Wychways Tysea Hill Stapleford Abbotts RM4 1JP  **Proposal:** Retention of front wall and gates.  <http://planpub.eppingforestdc.gov.uk/NIM.websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=PL&FOLDER1_REF=643397>  **Return: OBJECTION:** for the same reasons as for our earlier objection at Wycheways - which is now properly registered as Silver Birch – andthat the damage to the pavement here is pronounced and very dangerous. The question in their application papers regarding crossing the public highway is ticked as NO, but this proposal actually crosses the highway. Wycheways also has a letter from Essex Highways stating they do not support this application.  **Application No:** EPF/1161/21 **Officer:** Brendan Meade **Applicant Name:** Mr and Mrs Johal **Return:** JUNE 7  **Location:** 1 Kensington Park Oak Hill Road Stapleford Abbotts RM4 1AF  **Proposal:** Application for a Lawful Development certificate for a proposed garden room which will be used only as a home gym.  <http://planpub.eppingforestdc.gov.uk/NIM.websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=PL&FOLDER1_REF=651653>  **Return: NO OBJECTION** but we seek clarification regarding whether a bathroom is allowed in a garden room – ie the toilet, sink and shower on the plans – and if so, how is it to be serviced?  **Application No:** EPF/3053/20 **Officer:** David Maguire **Applicant Name:** Mrs U Pokar and Mr & Mrs V Pokar **Return:** JUNE 7  **Location:** Field End and Ralwyn Oak Hill Road Stapleford Abbotts RM4 1EH  **Details of Appeal:** The erection of a building to be used for purposes which are incidential to the enjoyment of the occupiers at the dwellings at Field End and Ralwyn.  **Return:** Linked to the appeal – our previous objections stand, but we wish to amend this to say we have met the applicants twice and are working with them. We do not object to the noise of children playing, and we are aware that if the issue of the building being a wedding venue arose they have agreed to a Section 106.  **Appeal Received:** 14-May-2021 **Reference:** /21/3272094 **Appeal Type:** Written Representations **Reason for Appeal:** Against a Refusal |
| 754/21 | **Parish Council Projects** |
|  | Covered |
| 755/21 | **Correspondence** |
|  | Residents at Gordon Cottages emailed regarding kids on bikes racing in the vicinity, also about traffic concerns. Clerk to tell PC Cook about this – his upcoming speed checks should help the situation – and reassure the residents.  Quad bikes have also been seen speeding down Tysea Hill towards the Top Oak in early evenings. Quad bikes also to be reported to PC Cook, and residents are encouraged to tell the police if they see them.  Noise can also be reported to the Environmental Health officer at EFDC.  Report of a damaged fence at the pub, caused by a car swerving across the road and hitting the fence.  Report of upturned car last week in Bournebridge Lane.  Site visits: CB has spoken to landowner re. their co-operation for paths. Councillors Jackson and Atkinson met with residents of Field End and Ralwyn to discuss any concerns with their planning applications |
| 756/21 | **Meetings of Outside Bodies and Training Courses** |
|  | BL doing New Councillor Course soon. KL would like to do this too: she was booked for it last time and a tech hitch meant it didn’t happen. Clerk to find out and also share details of Dementia course and Highways course. |
| 757/21 | **Highways** |
|  | Reported: 2x potholes at Tysea Hill & Oak Hill Road. To report: drains at Field End & Millhaven; pothole on Oak Hill Road near the private road opposite Top Oak; pothole at Tysea Hill & Murthering Lane by golf course which is still not done; potholes on Hook Lane; drains at Passingford Bridge still in bad state & roundabout is flooded again. |
| 758/21 | **Matters for future Agendas** |
|  | Policies/ Allotment/ Benches/Update on projects |
| 759/21 | **Open Forum** |
|  | None |
| 760/21 | **Time & Date of next meeting**  Meeting closed 21.05. Next meeting at 7pm on Tuesday July 6 2021 subject to current Government guidelines. |

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

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