***STAPLEFORD ABBOTTS PARISH COUNCIL***

c/o Ellie Thomas, Interim Parish Clerk

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**Draft Minutes of the Council Meeting**

**7pm Tuesday May 4 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**: | 11 Residents | |  |

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| 735/21 | **Apologies for Absence** |
|  | None |
| 736/21 | **Declarations of Interest** |
|  | None |
| 737/21 | **Minutes of last Meeting** |
|  | March & April minutes confirmed as a true record |
| 738/21 | **Matters for Report** |
|  | **Clerks Report**  EFDC/ ECC/ VAEF/ EALC/ Essex Fraud Alert/ Essex Community Foundation: bulletins circulated  Transport news circulated  Covid self test kits at Epping library – convenient & courteous service  High streets reopened April 12 - ECC & EFDC guidance circulated  EFDC festival of culture in April – well-received by all  Libraries updates circulated  Epping Forest Food Bank update circulated  Covid safe business grants available – please ask EFDC for details  Member training prospectus circulated  NEPP surgeries 21/4 and more to come – ask Clerk if you are interested  Fly tipping Curtismill Lane Hooke Lane Gutteridge Lane - reported and mainly removed  Shopper Bus update circulated  Civic Offices refurb - council staff at district to return there in June & HQ now planned to be hosting businesses  Harlow & Gilston Garden Town update circulated  Dementia Friends free training - info circulated  Health & wellbeing forums - circulated  Epping co-working space - opening June above Artisan gallery  EALC Affiliation Cert arrived for SAPC  **Prince Philip** – many thanks to all who helped us with the commemoration of the life & death of the Duke of Edinburgh. Our Bridges Project steps went smoothly, and we particularly want to thank the Vicar and all at St Mary’s Church for their kind co-operation all through, and for hosting and supporting the book of remembrance.  **Council Meetings by Zoom:** a High Court judgment on remote PC meetings has deemed that these must stop after May 7 and revert to face to face meetings. Many are against this and believe that parishes should at least have the choice of format. SAPC’s AGM is schedule for next week – short discussion of what we can do. Clerk to ask EALC for guidance, village hall risk assessment to take place, SAVHA to be keyed in on everything, and there is the option of moving the AGM if need be as long as it is 14 days or less after the May monthly meeting.  **Policies overview:** JJ has circulated these to all Members, please email her with comments.  **Rogation Walk May 9 2021**: please meet at church for 2.45 aiming for 3pm start. Risk assessments done and sent to insurance company, farmers in the loop, and final assessment on Thursday/ Friday. Walk will happen depending on the weather. A Plant Sale will take place at the church 10-3 on the same day, donations box in situ.  **SAFVAG update (footpaths):** CB reported on latest developments (see map & appendix)  **Status of remote meetings in future:** covered  **Neighbourhood Planning:** have met with ERCC, subcommittee & questionnaires to follow as preliminaries, this is a long-term plan (2-3 years gestation is usual for a Neighbourhood Plan). All who wish to partake are welcome.  **Allotment for rent:** interviews to take place ASAP  **Litter Picking:** Many thanks to our regular local litter picker – there is a tribute to him and a call to action for others coming up in the new Linkup Magazine.  **Elections:** May 6 for local polls and we encourage all residents to vote. We will have a new Parish Councillor on board from that day – welcome in advance.  **Police Matters –** PC Cole, police rep, will do community speed check and train our 12 volunteers for the speed watch project after June 21. He affirms that he does not control the time or place for speed checks – but they will happen. There was another attempted burglary recently in a house where vulnerable people were indoors. Police notified & house-to-house inquiries done. PC Cook will be given the details of the incident. Pub robbery: the Two brewers in Ongar had all their outdoor furniture stolen – Rabbits & Top Oak personnel warned to be aware.  **Community speed project:** covered. |
| 739/21 | **Finance** |
|  | PKF Littlejohn ready to go after final checks and will be sorted out at June Meeting.  Precept for the year arrived April 30 2021. Now 29,902 in current account and 8,921.40 in savings – JJ propose to transfer 20k to savings ready for new projects. Clerk has suggested a new laptop as the present one is around 10 years old and becoming very slow: JJ to get quotes. Suggested we could then have current laptop for website work.  New Condolence Book or loose leaves for current book to be purchased as per EALC guidance.  Transactions for April 2021 – All agreed and actioned.   |  |  |  | | --- | --- | --- | | EM THOMAS | CLERK APRIL | 495 | | DIANE MALLEY HR | SERVICES FOR THE YEAR | 120 | | SHAW’S STATIONERS | NEW MINUTES BOOK | 187.20 | |
| 740/21 | **Planning** (Development Control & Enforcement Team) |
|  | **Application No:** EPF/0908/21 **Officer:** Sophie Ward Bennett **Return** May 17 2021  **Applicant Name:** Blackshaw  **Location:** Esperanza Nursery, Stapleford Road, Stapleford Abbotts RM4 1EJ  **Proposal:** Application for Approval of Details reserved by conditions 13"an assessment of risks posed by any contamination" & 14 "verification report" for EPF/1029/20. (Revised planning application for 8 no. semi-detached houses (Following previous permission for x 5 no. detached houses).  **Return:** DRC so no comments required (it was for clearing the site and this has been done).  Noted that we have been having problems viewing the applications via the EFDC link – please report anything g of this kind to the Clerk in future and it will be taken up with EFDC. |
| 741/21 | **Parish Council Projects** |
|  | History project –once we know what we are doing regarding AGM we would like to ask Craig to attend, and hopefully showcase one of the drone videos there.  CA has got a good contact in the village for memorial benches – will pursue this and report back. |
| 742/21 | **Correspondence** |
|  | Maggie McEwen sent email of thanks for our happy retirement message. Report of movement at Curtismill Lane will be investigated with Enforcement but this is thought to be a matter for Brentwood Council. |
| 743/21 | **Meetings of Outside Bodies and Training Courses** |
|  | JJ – co-option meeting recently; KL on Introduction to Planning course.  Noted that meetings, absences should be motioned and seconded or be marked AWOL.  Noted: all Members please ID yourselves on zoom calls as Councillor. All Members to use new SAPC email addresses after the AGM. |
| 744/21 | **Highways** |
|  | Tysea Hill damaged ditches are marked up for repair. One by the Oak has been reported. Huge pothole on the bend near the gym: keep reporting this despite what the website says. |
| 745/21 | **Matters for future Agendas** |
|  | Members of local groups who want to report anything, please tell the Clerk. It will go on record and to the relevant authority. We need to know your details however, as we cannot pass on anonymous complaints. Everything is treated as confidential coming through the Clerk. |
| 746/21 | **Open Forum** |
|  | Resident reported that gas pipe situation still being sorted out: awaiting Local Plan, hopefully released end of year.  Dumping: large boxes with unknown contents have been dumped in drainage pond in Hook Lane, some were left on roadside and these were moved by EFDC. Resident will send pictures and we will report it to Drainage team. Boxes are noted to be too big and heavy to fish out of the pond.  Albyns Lane: we have had correspondence that there has been dumping – now very unsafe for walkers, dogs and horses. Brentwood Council are aware – they created a concrete path & cleared vegetation. JJ to arrange a viewing. |
| 747/21 | **Time & Date of next meeting**  Meeting ended 8.36pm. Next meeting will take place on June 1 2021, at 7pm in the Village Hall  AGM: pencilled in for May 11 but we will inform everyone immediately (@ Nextdoor) should this be changed. |

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

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