

# STAPLEFORD ABBOTTS PARISH COUNCIL

c/o Ellie Thomas, Clerk 132 Bentley Drive, Church Langley, Harlow, Essex CM17 9QY

Tel: 07894 154877/ 07599 249962

Email: StaplefordAbbottsParishCouncil@gmail.com www.staplefordabbotts.blogspot.com

## Draft Minutes of the Council Meeting 7.15pm Tuesday February 7th 2023

### Present:

**Councillors:** Jayne Jackson (Chair) JJ Colleen Atkinson (Deputy Chair) CA  
Marion Francis (MF)  
Catherine Burnett (CB)  
Kim Lidlow (KL)  
Heather Brady, EFDC

**Officers:** Ellie Thomas, Clerk

**In attendance:** 9 Residents/ Visitors

983/23	<b>Apologies for Absence</b> Barb Lowings (BL). No response from Cllr McIvor of ECC or PC Andy Cook, Essex Police.
984/23	<b>Declarations of Interest</b> None
985/23	<b>Minutes of last Meeting</b> Confirmed as a true record
986/23	<b>Matters for Report</b> <b>Church report: brought forward as Rev Gayler had to leave early</b> <ul style="list-style-type: none"><li>Coronation: ideas discussed for celebrating this. Rev Gayler has not been able to sound out the school as the Headteacher has been in training sessions. Noted that we do not know the actual time of the ceremony, or if the Village Hall is free, but potentially we could televise it for all who wish to watch.</li><li>Sunday May 7 is designated for picnics, and Monday May 8 for voluntary services activities. Suggested a combined footpath works and litter-picking mission, maybe even to link up with Lambourne Council.</li><li>Also suggested: live music and BBQ at the Rabbits on Saturday afternoon, with party bags for children – kits for parties are available online. SAPC suggested a bouncy castle, face painter and to re-use the Jubilee bunting: KL to source quotes and agreed permission to order. We will ask Linkup about getting flyers about events printed to put in school book bags. Linkup and NextDoor for updates and publicity.</li><li>Agreed to form a working party – to meet in parish office, Feb 16 2023 at 7: SAPC, Rev Gayler &amp; Rabbits rep.</li><li>Agreed to suggest a basic SAPC spend - £500 initially – and get quotes for entertainment.</li><li>Platinum jubilee plaque for the school still on order. Cllr Jackson will order a Coronation plaque too.</li><li>Church expressed concerns about Ride London and how it will affect the church and events at the pub.</li></ul> <p>Upcoming events:</p> <ul style="list-style-type: none"><li>Tabletop sale: Abridge Village Hall, March 18 2023</li><li>Barn Dance: Abridge Village Hall, February 25 2023</li><li>Quiz Night: Stapleford Abbots Village Hall, March 31 2023</li><li>In It to Win It: Lambourne Centre, May 21 2023 – an <i>It's a Knockout</i>-type family event</li><li>Millennium Walk: St Mary's Church, May 14 2023</li><li>Seniors Luncheon Party: Stapleford Abbots Village Hall, April 23 2023</li><li>All church events posters posted on Parish Council website – Church to send further ones to the Clerk.</li></ul> <p><b>Clerks Report</b> Circulated: All bulletins from EFDC, ECC, EALC, NALC, VAEF, Trading Standards, Police Fire &amp; Libraries</p> <ul style="list-style-type: none"><li>EFDC round robin and memo from Secretary of State, that was sent to all parishes as regards Coronation Street Parties, shared with Parish Council, Church and Village Hall Team.</li><li>Drones Footage for Council History Projects: technician has have downloaded files and can transfer to a DVD of one film of about 45 minutes: first disc £20 and additional copies £5 each plus postage. Agreed to ask if they can be in HD on a memory stick as a continuous film. Agreed to get the first disc ASAP.</li></ul>

- Footpaths: Clerk spoke to TEEC website builders, we can put a blog on the site to create a footpaths diary in pictures. Clerk to get training and initiate this ASAP.
- Ride London: Clerk spoke to their representative Chris Davey 2/2/23, as he is keen to get a meeting for the village, and give us more notice than we had last time. RL have recognised Stapleford Abbots as an area where they and ECC didn't quite get it right last year, so they want to do better this year. Agreed to invite him to the Parish Council Meeting on March 7 2023. All those who have comments and suggestions for him please tell the Clerk.
- Fly tipping: rubbish on Church Lane was reported by Clerk and subsequently cleared. Cllr Brady and Clerk still pressing for update on cameras. Cllr Brady spoke to the EFDC Officer who suggested options, but has heard nothing back after 3 weeks; Clerk emailed last week with no response. Both to follow up.
- Elections: taking place this year but not in our area of Epping Forest district.
- ULEZ: letter to state our views to Andrew Rosindell MP, cc to Alex Burghart MP and Mayor of London, approved, to be released after the meeting.
- Drones at night: February 5 - resident emailed to say three were sighted, advised to report these to police.
- Transport – Clerk circulated notes on the discovery meeting with ECC and Epping Forest Community Transport, January 19, from which we have had feedback and suggestions. Clerk in talks with Bev Kruppa to get her to speak at the Seniors events upcoming - fish & chip lunch on February 26 and the Luncheon Party on April 23, also to get an interview for the website.
- Transport Meeting for Epping/Harlow District 29/2/23: Cllr Francis is invited.
- Info circulated about photo ID now needed for elections - those with no passport or only paper driving licence may find difficulty Electoral Commission has produced partner packs, to help raise awareness and provide resources and information on Voter Authority Certificates.
- Air Quality Action Plan - consultation open for comments till February 17 2023 – Clerk can re-send link.
- Speedwatch – new spreadsheet updated as to everyone's availability in February & March Janet Wiley keen to hear when we are going out. They will train more people when we have had more sessions.
- Policies all up to date and ready for the AGM - booked for April 17 2023 at the Village Hall.

#### **Matters for Report**

- Christmas cards: subscription itemised on last Agenda, which Clerk paid for but receipt was omitted by mistake – receipt has now been presented, requested and accepted.
- Precept: Agreed last time, request emailed to and acknowledged by EFDC after the meeting.
- First Aid: Feb 19 2023; shortlist of the 12 delegates in hand – clerk to get a firm yes from everybody
- Footpaths: paperwork and planning in progress. Anything outstanding here are larger jobs logged with ECC who have not yet responded. Cllr Burnett is doing a recce of all path maintenance and planning for the upcoming year. Path 20: two new pigs now live in the vicinity – walkers please be careful if they see them while they get acclimatised to their new home. Cllr Jackson thanked the Footpath Team.
- 20's plenty: further information anticipated.
- Flytipping and cameras: covered.
- Accidents list: circulated. Clerk to forward the sheet to PC Cook and request a meeting. Cllr Jackson has put together a schedule of issues for Cllr McIvor three months ago and we have heard nothing back, or seen him at a Parish Council meeting. Clerk has asked EFDC how much Council Tax Stapleford Abbots as a village pays: will put in FOI request if we hear nothing as this gives them a time frame to respond. Cllr Jackson to photograph the worst potholes in our roads, and Cllr Brady has also approached Cllr McIvor about attending meetings, no response. Cllr Jackson suggests going to a higher representative.
- DaRT87 Bus and transport matters: Clerk & Cllr Francis attended meeting with Epping Forest Community Transport and ECC reps in January. All agreed that village bus service is sub-par. Discussed options to connect Stapleford Abbots and Abridge. Suggested an extension of the Abridge service – Clerk to contact Abridge clerk to sound this out. Discussed Social Car scheme, where a user subscribes £15 a year and can book transport for less than the price of a taxi. Confirmed that we will need to ask local seniors opinion, and Clerk is already in touch with Community Transport rep to speak at upcoming seniors social events. Suggested a community bus to run to local doctors surgery at set times – the doctors would have to be involved, Cllr Jackson liaising. Suggested to raise at next Welfare Trust meeting and propose covering £15 for those in hardship. Agreed to create a questionnaire for seniors, Clerk to draft.
- ULEZ: covered, re. letters to MPs, to be released tomorrow.
- Parish Council AGM: April 17 2023 booked. All welcome. Normal April meeting will take place April 4.
- Policies: covered
- Speedwatch: all members times collected, Clerk to populate spreadsheet and arrange a duty ASAP
- Rent review: agreed to raise field rents next year, due to cost of living. Increase 20% - agreed.
- Coronation: covered
- History projects: covered.
- Recycling centres: covered last meeting.
- Drones at night: covered, on website also. Please report these to the police.

	<ul style="list-style-type: none"> <li>HGV at Spencer's Farm: we are monitoring comments and complaints and developers are working with us to move plant traffic. Access is an issue - Cllr Jackson has spoken to the site manager who has spoken to neighbours. This is only a planning matter on site – on the road, it is under ECC Highways who have not responded. Discussed plant traffic time frame – building estimate be for 12 months but heavy traffic only for 4. Noted that thefts have happened on site and the CCTV has been turned off. Agreed to keep monitoring, speak to developer and invite them for a meeting and liaise with residents.</li> </ul>															
987/23	<b>Finance</b>															
	<p>Transactions for the month – All agreed and actioned.</p> <table border="1"> <tr> <td>E THOMAS</td> <td>CLERK JANUARY 2022</td> <td>506</td> </tr> <tr> <td>E THOMAS</td> <td>JACQUI LAWSON SUBSCRIPTION</td> <td>24 (SEE ABOVE)</td> </tr> <tr> <td>E THOMAS</td> <td>NALC TRAINING SEMINAR FOR CA</td> <td>38.93</td> </tr> <tr> <td>SAVHA</td> <td>ROOM BOOKING – FIRST AID DAY</td> <td>175</td> </tr> <tr> <td>SAVHA</td> <td>2023 ROOM BOOKING</td> <td>385.00</td> </tr> </table>	E THOMAS	CLERK JANUARY 2022	506	E THOMAS	JACQUI LAWSON SUBSCRIPTION	24 (SEE ABOVE)	E THOMAS	NALC TRAINING SEMINAR FOR CA	38.93	SAVHA	ROOM BOOKING – FIRST AID DAY	175	SAVHA	2023 ROOM BOOKING	385.00
E THOMAS	CLERK JANUARY 2022	506														
E THOMAS	JACQUI LAWSON SUBSCRIPTION	24 (SEE ABOVE)														
E THOMAS	NALC TRAINING SEMINAR FOR CA	38.93														
SAVHA	ROOM BOOKING – FIRST AID DAY	175														
SAVHA	2023 ROOM BOOKING	385.00														
988/23	<b>Planning</b> (Development Control & Enforcement Team)															
	<p>EPF/0106/23 Malpeque, Bournebridge Lane, Stapleford Abbots, Romford, RM4 1LT Proposed first floor extension to the existing detached garage. Return Feb 13 2023 NO OBJECTIONS provided that neighbours are informed and it does not become a separate dwelling or business unit at a later date.</p> <p>EPF/0129/23 4 Kensington Park, Oak Hill Road, Stapleford Abbots, Romford, RM4 1AF Proposed single infill detached dwelling in garden of 4 Kensington Park Return Feb 20 2023 OBJECTION: on the grounds of overdevelopment on site; building in the Green Belt; this cannot be an infill as there is nothing on the other side; the original development was 6 houses and we were led to believe that there would not be more – but now there are more than 6 on site whose number passes the threshold for affordable housing to be included, but there is none here; this is a self-build but the developer, applicant and agent are all members of the same family, so this may contravene affordable housing rubric; provision of the woodland site is designated for the use of private residents and not an amenity for the village as a whole.</p> <p>EPF/0152/23 Sophie, Tysea Hill, Stapleford Abbots, Romford, RM4 1JP Prior approval for enlargement of existing dwelling by construction of a proposed additional storey extension to part of existing dwelling Return Feb 20 2023 NO OBJECTIONS</p>															
989/23	<b>Parish Council Projects</b>															
	Covered.															
990/23	<b>Correspondence</b>															
	Covered															
991/23	<b>Meetings of Outside Bodies and Training Courses</b>															
	Cllr Atkinson attended the NALC local councils and community engagement seminar.															
992/23	<b>Highways</b>															
	<p>Council to continue pushing for a meeting with Cllr McIvor of ECC Damaged sign on Oak Hill Road reported. Road Closures this month, according to OneNetwork, on website now:</p> <ul style="list-style-type: none"> <li>Feb 6-8 2023 Affinity Water will be carrying out essential maintenance on Bournebridge Lane - there will be traffic controls with a two-way signal</li> <li>Feb 17 Essex Highways are undertaking works to the Vehicle Restraint System (VRS) on Horseman Side - there will be traffic controls with a two-way signal</li> <li>Feb 22-24 2023 Essex County Council will be repairing the carriageway on Bournebridge Lane - traffic will be diverted but emergency access will be maintained at all times</li> <li>Feb 22 - March 3 Gas Transportation will be undertaking works on Stapleford Road (outside Harleen) - there will be traffic controls with a two-way signal</li> <li>Feb 22 - March 3 Affinity Water will be carrying out essential maintenance on Stapleford Road near the Gutteridge Lane turn-off- there will be traffic controls with a two-way signal</li> <li>Feb 27 - March 1 Affinity Water will be carrying out essential maintenance on Murthering Lane - traffic will be diverted but emergency access will be maintained at all times</li> </ul>															
993/23	<b>Matters for future Agendas</b>															
	Coronation															
994/23	<b>Open Forum</b>															
	Windowless building at Bourne Brook of uncertain purposes – Clerk to contact Enforcement again. Warning that some people on site were intimidating to the footpaths team when they were working in the vicinity recently.															
995/23	<b>Time &amp; Date of next meeting</b>															
	Meeting closed 21.30. Next meeting at 7.15pm on Tuesday March 7 2023.															

Signed by Chair: ..... Date: .....  
Signed by Clerk: ..... Date: .....