***STAPLEFORD ABBOTTS PARISH COUNCIL***

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

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**Draft Minutes of the Council Meeting**

**7.15pm Tuesday March 1 2022**

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| **Present:** |  |
| **Councillors:** | Jayne Jackson (Chair) JJ | Marion Francis (Deputy Chair) MF Kim Lidlow KL  |
|  | Colleen Atkinson CA | Catherine Burnett CB Barb Lowings BL |
| **Officers:** | Ellie Thomas, Clerk |
| **In attendance**:  | 10 Residents/ Visitors |  |

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| 853/22 | **Apologies for Absence** |
|  | None. Cllr Brady of EFDC was invited but declined as she has Covid. |
| 854/22 | **Declarations of Interest**  |
|  | BL is a neighbour of one of the properties in the agenda. |
| 855/22 | **Minutes of last Meeting** |
|  | Minor amends to enter and confirmed as a true record  |
| 856/22 | **Matters for Report** |
|  | **Clerks Report**EALC, ECC, EFDC, VAEF, Libraries, Police circulars sent to all Councillors **Effluent at Goatswood Hill** - reported to Env Ag and still pending. 20 working days is the target now for responses which expires tomorrow. Follow-up to be done.**Speed project –** nothing yet. Clerk to contact PC Cook and his colleagues. **Emergency Planning update** - other councils have responded mostly with interest or in the negative, Epping Upland clerk who was in Emergency Planning at EFDC is offering sound advice. **Book swap** - one attendee – we will run this for another two months. Action next time to put up a sign outside the hall.**Hedger** - only Theydon Bois replied with anything meaningful, suggested we have a list of approved contractors/ handy-people. **Great British spring clean** - we are registered, kit is pricey. To decide where to clean if we are to take this forwards.**Traveller initiatives** by C Hossack of Brentwood - we are copied in to all info now.    **Lit bollards** reported to ECC and Jaymey McIvor in particular**Phone number** out of hours to report for really dangerous potholes - Clerk rang this Saturday, will circulate in case we need it.**Bins** - we are on the list for a new bin, I will check in with them as I've only just heard**Community speed project**  - letter to Chief Constable Feb 13, no response yet                  **Traffic incidents**  - letter to Chief Constable Feb 13, no response yet    **Drones** - letter to Chief Constable Feb 13, no response yet    **LCLC March 14** - I have put my name down to attend as has JJ. **Neighbourhood Planning** – questionnaire still live, had no responses online – but BL brought some hard copies to the meeting to go in the database.                   **Councillor vacancy** - still open for all interested**AGM** - prep in progress, April 12 date, room booked. All welcome.**Highway Rangers** - meeting 28/2, see below                              **Benches/litter bins** - still need to finalise landowner permissions (please liaise with Clerk) then Parking EFDC will help us. **Social Media/ Website** ongoing**Stapleford Farm access** - ongoing, see below.**Enforcement** has a new link for reporting a breach which has been circulated to all. **Beacons -** Jubilee committee say a bonfire is fine alternative to a beacon, we just have to tell them where & when. **Jubilee Gifts** - various ideas for commemoration at the school have been suggested, see below.**Refurbishment of signs** - to discuss, as we have an estimate**Storm Eunice** – Cable down on Tysea Hill on storm day. EFDC has circulated advice.  A 'Community Response Hub' to assist with storm-related incidents across the Ongar Rural county council division - which includes Ongar, The Rodings, Moreton, Willingale, Fyfield, Stanford Rivers, Abridge and Stapleford Abbotts - is now based at The Kings Head, Ongar.  On website notice board.  Suggested that this guidance came at the 11th hour which for some was too late.**EALC Statement of Accounts** - a couple of invoices were missed in spring 2020 and December, now paid and presented here. **Bus network review survey** - MF responded, circulating link      **Dog attacks** - 8 animals killed in village - reported to PC Cook – see below**Tree damage** - on the verge at the top of Hook Lane. Not causing obstruction, One approaching Passingford Bridge from the village. Slightly encroaching the road. You definitely have to drive around it. Clerk circulated EFDC link to tell.**CUBE trailer** - removed from Hooke Lane where it was parked.**Church room application** - going up to EFDC Planning again.**Digital strategy EFDC** – circulated**Teec** been nudged for planning widget - they have not gotten back to me, will nudge again.**Please send over accident & power cut details (including weather conditions) so I can update spreadsheets - ongoing** **Open forum brought forward so visitors can leave early:****Dog attacks**: resident reported, with graphic pictures, 7 sheep, 1 alpaca and 3 chickens have been attacked and killed by two dogs in the neighbourhood, which escaped their home on two occasions. They have also been reported to have snapped at people. Police have been notified but dangerous dogs warden has no jurisdiction. Significant hurdle is apportioning blame and confirming identity. Government advice suggests that dangerous dogs criteria fit them and all are worried that they will do it again, significant fear because they are close to the school. The owner has admitted responsibility. SAPC to invite owner to meeting (letter going in post Wednesday) and to key in Cllr McIvor and the MP. The issue of dog control also to go in Linkup.Road cleaned: from Willow Lodge down the street – PC thanks Mr Blackshaw who did the cleaning.**Parked cars:** blocking pavements on Oakhill Road near pub, becoming a nuisance at weekends. We will prepare polite notices and if these do not deter the drivers, escalate to the police.**Ukraine –** Prayers in church 7pm on Ash Wednesday and church will also be open on Saturday at noon.**Linkup** – some people get theirs late – JJ to tell the Linkup team. **Highway Rangers:** MF, KL, ZT met the team (2-strong soon to be 3) They are happy to take on some of the jobs, mainly the footpath from High House Farm, down towards Bournebridge Lane. They did praise the work already done on clearing the footway by High House Farm and advised us to report the Barrier by Spencers Farm demolished by a vehicle as it’s a hazard to pedestrians and motorists. They have to prioritise jobs, but if we are happy for them to go to and fro, then they are happy to start.Road signs will be cleaned and adjusted as and when they come across them in areas where it is safe to do so.They are not responsible for reporting lost or broken signs, and these should be done by the Parish Council, by using the website and marking URGENT, where necessary Limited to how much they can take away each day, so if lorry full, then that would be the work for the day.Tree by Stapleford Farm to be cut back, as it encroaches on the footpath. (We may need to contact Stapleford Farm)Bournebridge Lane to The Top Oak pathway was agreed as dangerous in spots. Need a tractor type machine to cut back. Should avoid some driveway entrances on private land, which is down to the owner's. Need to avoid cables etc. Must avoid bird nesting season, end of  March – August.Encroaching soil may be the responsibility of Biffa, who clear back some areas of Epping Forest. He will check with his contacts and let us know if we apply.Hedge encroaching on footpath as you turn right on to the road coming out of The Top Oak is the responsibility of the pub and they should cut it back – we can write to the landlord as a reminder.Green area of footpath opposite Spencer's Farm is mostly due to overhanging trees and ivy. They will attempt to clear it, but it will come back. Flooding from the drains may also keep the area wet. It needs direct sunlight to clear it completely. General note - When cleaning banks, we need to ensure some vegetation is left in order to avoid it washing down in the rain, and therefore increasing encroachment on to the footpath.**Car Park progress:** In discussions and awaiting legalities with the school.**Social media**: facebook site up, showing EFDC items. Clerk & BL to liaise regarding noticeboard-type items. We have no comments enabled on facebook.**Jubilee gifts –** we have given gifts to schoolchildren in the past, but very few pupils live in the village and last Jubilee, only one child thanked the PC. We have supplied commemorative plaques for the school itself on the 3 other Jubilees – suggest we get a Platinum plate to complete the set. Village and school are all doing things for the Jubilee, school has indicated that they have decided on their activities and they will be on half-term any way on the day. View is that it is taxpayers money and the souvenirs are not cheap – we will get the plate (consult Ray Russell as per the last one) and offer the school a tree called The Queen.Sign refurb – village sign needs painting and repair, to get prices. Suggested that we advertise for handy-people in Linkup, if we do not get responses in time we will call on our usual person. Gateway sign also needs refurb – Mr Blackshaw has done one, we will approach him about the other and letter to go to him with thanks for his help.  |
| 857/22 | **Finance** |
|  | Transactions for February 2022 – All agreed and actioned.

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| EALC | COURSES UPDATE | 98.57 |
| SAVHA | HALL HIRE DEC | 15.75 |
| SAVHA | HALL HIRE FEB | 15.75 |
| SAVHA | HALL HIRE MAR | 15.75 |
| SAVHA | HALL HIRE APR | 15.75 |
| E THOMAS | CLERK | 506 |
| E THOMAS | KIT - NEW PADLOCK | 4.50 |

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| 858/22 | **Planning** (Development Control & Enforcement Team) |
| \_\_\_\_\_\_\_\_\_\_\_ | **Application No:** EPF/0149/22 **Officer:** Zara Seelig **Applicant Name:** Mr T Hussain **Location:** Knolls Hill Farm Bournebridge Lane Stapleford Abbotts RM4 1LU**Proposal:** Application for Prior Approval of a proposed enlargement of a dwellinghouse by construction of additional two storeys.**Return** March 7 2022OBJECTION – reiterate what we have sent last time - we are concerned that another storey would make it look like a townhouse and/or apartment block. **Application No:** EPF/0212/22 **Officer:** Mohinder Bagry**Applicant Name:** Mr Ben McCayna **Return** March 14 2022**Location:** Oxford Lodge Tysea Hill Stapleford Abbotts RM4 1JP**Proposal:** Detached single storey building.**Return** March 7 2022OBJECTION – this is a garden room in the front garden, connected to the sewer, water, electric and gas. We are concerned about overdevelopment on the site, and neighbours are commenting too. We have reservations regarding the use of the building and if it would become a future dwelling – particularly as all the utilities are attached now. We also are concerned about vehicles coming out onto the highway, and car storage on site if it changes use from being a garage. We would also raise privacy concerns with this application.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 859/22 | **Parish Council Projects** |
|  |  First aid course – JJ has new info on courses and will circulate soon.  |
| 860/22 | **Correspondence** |
|  | Email asking for update on Skip A Hoy move – no definite date yet, we can ask them. |
| 861/22 | **Meetings of Outside Bodies and Training Courses**  |
|  | Mental health course KL, BL, CA – very intense and shorter than anticipated. Climate change course – KLFalls Prevention course – KL – interesting, and explained all the free services to EFDC residents to assess and prevent falls and the equipment you can get. Introduced to VAEF benefits advisor, handymen who fit the security equipment and strength trainer (Lucinda Harvey) who offers physiotherapy/ strength training, to give residents an extra defence against falls.   |
| 862/22 | **Highways** |
|  |  Tysea Hill surface still rough. Craters in the path by Dark Spinney/ Hermitage/ Wycheways. Pothole o Bournebridge Lane by the fish farmPothole by JackwynWork is anticipated near the ChapelBrook burst its banks down Tysea Hill. Culvert flooding and damaged barrier on Tysea Hill near the Romford exit to be reported to HighwaysFootpaths in Nupers Hatch being marked off and hardcore down – farmer is dealing with it. |
| 863/22 | **Matters for future Agendas** |
|   | Jubilee round-up. JJ away for next meeting – MF in the chair. |
| 864/22 | **Open Forum** |
|  | See above. |
| 865/22 | **Time & Date of next meeting**Meeting closed 9.15pm. Next meeting at 7.15pm on Tuesday April 5 2022 in the Village Hall. |

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

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