

STAPLEFORD ABBOTTS PARISH COUNCIL

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Draft Minutes of the Council Meeting 7.15pm Tuesday FEBRUARY 3 2026

Present:

Councillors: . Jayne Jackson (Chair) (JJ) Colleen Atkinson (CA) Kim Lidlow (KL)

Officers: Ellie Thomas, Clerk

In attendance: 11 Residents

1432/26	Apologies for Absence												
	Marion Francis (MF)												
1433/26	Declarations of Interest												
	None												
1434/26	Minutes of last Meeting												
	Passed as a true record.												
1435/26	Clerk's Report												
	<p>Usual bulletins from EFDC, ECC, EALC, Police, Travel Essex, Speedwatch, Tourism Essex, Libraries and Trading Standards circulated. Precept request has been filed with EFDC – payments will be made at the end of April 2026.</p> <p>Roger Gayler has been nominated as Citizen of the Year for Epping Forest – final is on March the 13th.</p> <p>New Waste Recycling System from EFDC. Garden waste is on a subscription service which is not compulsory if residents deal with their own green waste. Existing bins can be used – all intel is on EFDC and Parish Council websites.</p> <p>in operation 31/3/26. Food waste caddies to be delivered for kitchen and kerbside, which go outside the house at 6:30am on collection day.</p> <p>Finger post renovation – agreed, Clerk to liaise with Matt Bates.</p> <p>100 Club: Mandy reports, this needs more people. There are some spare numbers going begging. JJ, to leaflet. Zt, to put it in the website, Facebook and link up discussed opportunities for advertising, Flower Festival, shop, shooting club, Car Club, school, pubs and general events. Please call Mandy for information if you need it.</p> <p>Recruitment - we have an interested party and have contacted them with relevant information</p> <p>Hedge cutter: Clerk has chased 2x and no response – will try another company.</p> <p>Message from Theydon Bois PC - Essex Steel & Gate are targeting parish councils and not completing on target. Be aware.</p>												
1423626	Matters for Report												
	<p>Service Areas M25: Update - please see correspondence section below.</p> <p>Abbotts Chase: Update - This is well underway. They are building the road into the development. There have been comments about mess and lorries and wheel washing, but the general consensus is that it will get worse before it gets better, and then it will get better dramatically. The site team have to make the road into the site so that the vehicles can go in which will release the pressure on the main road. Managers Jim and Chris have been very proactive and very responsive, and they have fixed a lot of things, which has not gone unnoticed. Many residents have said that it's not as chaotic as it was, and in comparison to some other developments. They praised the site team as being extremely helpful. The constant wet weather has made the situation worse, but the site team do clean the road before they go in the evening. A few complaints have been registered, but it does also need to be on record that everyone concerned with the development is doing their best to put right everything that they are alerted to, and create a positive approach – in many cases the development and developers are not having as detrimental an impact as was initially feared.</p> <p>Drainage on site: We are in contact with Trevor of the EFDC drainage department. He has refused permission to go into the main sewer as the developers had wanted. JJ has spoken to him, and he explained that a permit is needed to go into the sewer. (as per EPF/2110/25, the planning application for the sewer). Thames Water have given an agreement, as long as the council agreed, and JJ is going to try again with Thames. Residents were worried about sewage coming up in the gardens. Suggest that they call the Environment Agency. All those with comments, please also put them in writing to EFDC.</p> <p>Section 106 Agreements: Update – had not heard back from them after New Year as anticipated, so Ms Lisa Fountain is going to get her solicitors involved. JJ has sent a letter and Lisa has spoken to the head of the Council</p> <p>Church report: Rev Gayler: Toilet project - the balcony is sorted out now but the snagging list is taking time. The kitchen area will be able to host meetings will the Abdi chapel – hosts are encouraged to give donations to the church. Going Greener at Stapleford Abbots: the church, the parish council, the school, the farms and businesses are all encouraged to take part, work together and build on what we already do. Ideas circulated: to pursue the Eco church, gold award, widening footfall and events. School to Council to recognise strengths of footpath restoration and concern over footpaths; defibrillators; allotments as green space; possibly explore involvement of community transport and the developments going on. Other ideas mooted is to flag up recycling of blister packs at pharmacies, old glasses at charities and opticians, collection of toner cartridges. All please let us know, and we will publicize and encourage it.</p> <p>Plant sale: 9/5/26 gardeners requested to please get planting. The parish council will do a stall: suggested to get wildflower seeds.</p> <p>Barn dance: 21/2/26 at 19:00 – Abridge Hall.</p> <p>Refresh of church's information leaflet in progress: Parish council is welcome to add anything they feel to be useful.</p>												
1437/26	Finance												
	<table border="1"> <tr> <td>TEEC</td> <td>WEBSITE</td> <td>199.19</td> </tr> <tr> <td>SAVHA</td> <td>HALL HIRE 2026</td> <td>385</td> </tr> <tr> <td>E THOMAS</td> <td>CLERK JANUARY 2026</td> <td>451</td> </tr> <tr> <td>E THOMAS</td> <td>SUBS + J LAWSON + EFTAG</td> <td>24 + 3</td> </tr> </table>	TEEC	WEBSITE	199.19	SAVHA	HALL HIRE 2026	385	E THOMAS	CLERK JANUARY 2026	451	E THOMAS	SUBS + J LAWSON + EFTAG	24 + 3
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1438/26	<p>Planning (Development Control & Enforcement Team)</p> <p>EPF/0070/26 Albyns Farm, Albyns Lane, Stapleford Abbots, RM4 1RS Restoration of 5nr bay frontage with barn style doors to Grade II listed agricultural building RETURN 9/2/26: NO OBJECTION</p> <p>EPF/2545/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ Alteration/ extension to main house. RETURN 9/2/26: NO OBJECTION</p> <p>EPF/2546/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ Change of use: agricultural to residential curtilage. Outdoor swimming pool. Conversion of stables building to ancillary facilities incidental to that of Manor House. Provision of a Guest Bedroom Suite, Gym, Cinema Room and Entertainment Space, plus WC and Changing Rooms for new outdoor pool. RETURN 9/2/26: NO OBJECTION</p> <p>EPF/0060/26 Salcombe, Oak Hill Road, Stapleford Abbots, RM4 1EH Proposed Car Port RETURN 9/2/26: NO OBJECTION</p> <p>EPF/0061/26 Salcombe, Oak Hill Road, Stapleford Abbots, RM4 1EH Proposed Double Storey Front extension. RETURN 9/2/26: We must point out that due to two of the neighbouring properties that were informed about this proposal being owned by the same family, more neighbours slightly further afield should be sent a letter. We also would recommend that the lighting on the new extension should be muted. Otherwise we do not object providing no other objections are received from the vicinity.</p> <p>EPF/2577/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ Grade II Listed Building Consent for alteration/extension to main house RETURN 9/2/26: NO OBJECTION</p> <p>EPF/2580/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ Grade II Listed Building consent for: Change of use: agricultural to residential curtilage. Outdoor swimming pool. Conversion of stables building to ancillary facilities incidental to that of Manor House. Provision of Guest Bedroom Suite, Gym, Cinema Room and Entertainment Space, plus WC and Changing Rooms for new outdoor pool. RETURN 9/2/26: NO OBJECTION</p> <p>EPF/0145/26 Twin Oaks Farm, Oak Hill Road, Stapleford Abbots, RM4 1EH Application for prior approval including associated building operations reasonably necessary to convert 4 agricultural buildings to 5 dwellings. RETURN 16/2/26: OBJECTION We have objected on this before, and it was refused. Original objections to be put in again. It is on a sharp bend, on a blind spot. It's also an area of outstanding national beauty and possibly scientific interest.</p>
1439/26	<p>Parish Council Projects</p> <p>JJ was by UK Power Networks to three evening forums with 40 other people who get power cuts regularly talked to the representatives of UKPN about rural areas and their problems with electricity. They learned how to register as a vulnerable, old or medically needy person – clerk to design an infographic and put this on website. Everybody please call UKPN if their power goes off and they will give you £25 for a takeaway if you are unable to cook meals. Identify foot ways to clean: Kensington Park, Albyns Farm – Clerk has chased hedge cutter and has another contact if they can not fulfil now. Projects also - going greener, more soon about this.</p>
1440/26	<p>Correspondence</p> <p>Emails from resident about issues related to Abbots Chase (wheel washing/ footpath being dug up/ cement trucks blocking the highway/ traffic management/ lorries on highway/ traffic hazard from building site/ flooding on site, littering & cigarettes from site crew): all reported to site management and EFDC.</p> <p>Resident emailed to report on hedge cutting that created debris on the road – another resident called clerk about same issue.</p> <p>Pothole damage to car - resident asked about Essex County Council insurance line, gave information but warned that it may not be fruitful.</p> <p>Pothole damage to car on BBL – another resident asked about reporting and reimbursement – gave same details.</p> <p>Navestock Parish Council re. unauthorised settlement: they have had issues with 3 traveller sites in Horseman Side for 10+ years, re. discharging sewage into ditches. There are several other small locations, most of which have planning issues, with little enforcement action from Brentwood Borough Council. The recent site in Church Road, which whilst lying within LBH, backs onto Navestock. Havering Council issued stop notices for this site on 4/12/25. There is another new site in Pilgrims Lane (Kelvedon Hatch) and both are on purchased land now applying for retrospective planning permission. Pilgrims Lane has an appeal hearing on 3/3/26 at Brentwood, as the original planning application was refused. NPC is remaining vigilant; they theorise that BBC may approve most of these sites (Brentwood is deficient in its quota of traveller pitches). There is also pressure to change their status to grey belt which aids the planning applications.</p> <p>No2Moto: the are at a critical stage in the campaign – expecting Brentwood Borough Council to make a decision on Moto's application in the next few months. Some members of the Committee have left recently for personal reasons, leaving the remaining members stretched at this key time. They are appealing for help with Administrative; Creative activities; Lobbying – and in each case, feeding back to the Committee and attending meetings. No planning law knowledge or experience is required.</p>
1441/26	<p>Meetings of Outside Bodies and Training Courses</p> <p>Outside Bodies - clerk attended webinar about new waste system</p>
1442/26	<p>Highways</p> <p>JJ has made a list of potholes – please forward a copy to the Clerk. Works will be done, but we do not know when. Suggested to speak to ECC highways councillor about Tysea Hill, Hook Lane, Stapleford Road, Bournbridge Lane, Oak Hill Road and others with photos; we are asking for site visits. All please are welcome to add whatever areas you think need attention. Clark has drafted letters to ECC Cllr Cunninham & McIvor, and is creating a proper dossier. Noted that they could not fix anything in the winter weather as it was very wet.</p>
1443/26	<p>Matters for future Agendas</p> <p>None as yet</p>
1444/26	<p>Open Forum</p>

	<p>Footpaths Report for PC February 2026: Work has already started to ensure our paths are safe and clear for 2026 Initially this commenced with planning conversation with Essex and with the volunteer team.</p> <p>Our February/March plans are to walk every path reporting any defects and supporting the annual grant application and comments which have to be completed with a maintenance plan. Some of the examples below show how important it is that our public rights of way are monitored and maintained to ensure they do not get lost or fall into disrepair.</p> <p>As it stands at the end of January 2026: The majority of our paths are currently in good condition and as long as walkers assess and use appropriate footwear are passable even in wet and cold weather. This is as a direct result of regular review and maintenance and we are very grateful to everyone that has played their part in this.</p> <p>The tree across PROW 33, linking Abbots Way to Nupers Hatch, placed there by an adjacent resident, is with enforcement. The blockage at Olives Farm PROW 18 where residents fenced across the footpath, is with enforcement. The blockage on PROW 21 which exits on Bournebridge Lane blocked midway with double locked metal gates is with enforcement. Once the gates are sorted Essex will take back dealing with the new fencing and planting blocking the exit to Bourbridge Lane. Sadly the footpath running alongside Church Lane, PROW 5, which provides safe passage along the narrow lane is past repossession. Residents claimed the path into their gardens. This went unnoticed many years ago and is now too difficult to try and reinstate. An excellent example of why we need to keep a regular eye on our Public Rights of Way so they don't get lost or subsumed. The section of PROW 13 which runs along the menage at Brook Farm has been added to the cutting rota following the failure of the landowners to manage themselves as per their own previous requests. Footpath 3 where the section runs behind the new build at Woodlands farm has also been added to the Essex cutting rota. The bridge on footpath 20 which crosses into the fields behind houses on Stapleford Road, has shifted due to flooding. This may require a temporary closure for maintenance. Walkers are advised to take care if using this route. A diversion order for footpath 12 around Stapleford Farm/Hall is now completed and re labelled. A diversion order for footpath 20 at the rear of Field End has been requested and is currently in process. No objections as long as it is maintained to standards. Linked to the blockage of PROW 18 at Olives Farm being with enforcement, a diversion was discussed but no application was received. We are aware footpath 27 on the section which runs adjacent to the golf course, is overgrown. It is on the Essex summer flail cut but was lost on the system. We are working to amend this and get the path passable to prevent walkers using the golf path and being hit by a ball. A dangerous surface has been logged with Essex re footpath 22 which has re opened since the building at High House Farm. The clay surface is currently acting like quick sand. Walkers have no warning until they are already in danger. Developers have been instructed to make safe following their excuses of waiting for the inclement weather to pass, they have been reminded that a dangerous surface falls within their public liability responsibilities and that the surface needs making safe as a matter of urgency. Essex is liaising with the company responsible. As always, a plea for more volunteers to assist with footpath maintenance. Initially we will be walking each path noting defects and work to be done. This would be a great way to discover our beautiful rights of way. Any offers of time please call Catherine, P3 Lead and PPA, on 07980 808317.</p> <p>Query: Was the footpath taken over by the houses reported in writing fully and if anyone checked the deeds? Suggested to ask P3 Lead.</p> <p>Open forum: Gigaclear, local broadband provider, is in trouble. They have to provide broadband to the village and are in talks to sort it out. BT have fibre in the village, and some people do have BT broadband. More soon. A resident is going to EFDC to ask them to regulate what is done with the wheely bins at Meadowcroft. The Parish Council has already written to them. Suggested to ask waste department at EFDC, if we can enforce anything, and if so, what.</p> <p>Quicksand: JJ to approach Stombond, who should put up a warning sign.</p>
1445/26	Time & Date of next meeting
	Next meeting 3/3/26 - this meeting closed at 20.48

Signed by Chair: Date:

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