

STANFORD RIVERS PARISH COUNCIL

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Clerk to the Council.

Adriana Jones

5th March 2016

TO: ALL COUNCILLORS

You are hereby summoned to attend a **Meeting** of the **Parish Council** which will be held on **Thursday 10th March 2016**, in the **Toot Hill, Village Hall**, Toot Hill, at **5.30 pm** to transact the business shown in the Agenda below.



Adriana Jones, Clerk to the Council

Members of the public and press are invited to attend this meeting

AGENDA

QUESTIONS FROM MEMBERS OF THE PUBLIC

To **RECEIVE** questions from members of the public at **5.30pm**.

In accordance with an agreed procedure, the time allocated for public questions shall be limited to 10 minutes or such other period determined by the Chairman of the Meeting.

1. APOLOGIES FOR ABSENCE FROM COUNCILLORS

To **RECEIVE** any apologies for absence.

2. OTHER ABSENCES

To **NOTE** any absences for which no apology has been received.

3. CONFIRMATION OF MINUTES

To **APPROVE**, as a correct record, the Minutes of the Parish Council meeting held on 14th January 2016 as attached to the agenda.

4. DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members.

Any Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non Pecuniary or Other Pecuniary Interest, and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice

5. GREEN BELT REVIEW STAGE 2

On Friday 25th February, the Clerk attended a Workshop run by EFDC regarding Stage 2 of the Green Belt Review. Only one attendee per Parish Council was permitted to attend (as per previous workshops). At this meeting, attendees were given a short presentation and were advised of the stage 2 parcels being assessed further. Only one parcel within this Parish is being considered as part of the Stage 2 Review - parcel 024.5 on the southern periphery of Ongar. At this Workshop, attendees were asked to complete a form identifying any locally significant features within these parcels that EFDC should be aware of, and also to detail why we felt these parcels contributed to the purposes of the green belt. Obviously, it was not appropriate for the Clerk to make any comment at this meeting, and Parish / Town Councils were given until 10th March 2016 to submit any comments.

Attached to the agenda is a copy of the parcels around Ongar that are being considered as part of the Stage 2 Review. As a council, you have been asked to respond giving details of any significant features in or around these parcels, as well as detailing how the parcels contributes to the purposes of the Green Belt:

1. Contribute to checking the unrestricted sprawl of large built up areas (Harlow)
2. Contribute to preventing towns merging
3. Contribute to assisting in safeguarding the countryside from encroachment
4. Preserve the setting and character of historic towns

Councillors are asked to **REVIEW** the parcel 024.5 and to provide details of any locally significant factors that you feel EFDC should be aware of and need to take into consideration as part of this review, together with any comments regarding the parcels contribution in Green Belt Terms. The Clerk will then create a formal response on behalf of the Council. The deadline for responses is 10th March 2016. A more detailed map created by the Clerk will be shown live at the meeting which will include any known constraints.

6. NEIGHBOURHOOD WATCH SCHEME

To **RECEIVE** an update on progress with the newly created Stanford Rivers Neighbourhood Watch Scheme, including:

- Facebook Group
- News and Views Articles

7. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

To **RECEIVE** the oral report of the Clerk on matters which may be of current interest to Members and which require a formal update, and to **RECEIVE** such correspondence and communication as the Clerk may place before the Council.

- Email from resident regarding Enforcement issues reported on Agendas - update to be given at meeting, and decision to be taken as to how to report this going forward.
- Police Partnership Conference 15th March 2016
- Essex Fire Authority Consultation - Options for Change 2016-2020 - Through Programme 2020 Essex Fire Authority hope to deliver a future that is service led, community focused, values driven and financially sustainable. Our public consultation gives Essex residents the chance to have their say. It begins Monday 01 February and runs for 12 weeks, closing 25 April 2016. www.essex-fire.gov.uk (copy consultation attached).
- Email from resident of London Road regarding farmers gun shots in early hours of morning at Weekend - update to be given at meeting.
- Notice that bus routes 147, 381/382 Toot Hill to Harlow are expected to be reviewed in 2017.
- The Replacement Waste Local Plan – Pre Submission Draft document will be available from Thursday 3 March 2016 for a six-week period of public engagement closing on Thursday 14 April.
- Update on Shonks Mill Flood Storage Area - emailed to Councillors 23rd February - Will be in News and Views.
- White Bear Path cut by Parish Grounds Maintenance Contractor - complaint sent to ECC
- Clean for the Queen Litter Picking events - 15th May
- Clerk has applied for funding for 1 x Lap top and 1 x Scanner via the NALC Transparency Code Fund - available to Councils to ensure they comply with the requirements of the new transparency code. Awaiting Update.
- Precept request has been sent to EFDC.
- HM Queen Elizabeth II 90th Birthday commemorative medal
- ECC Joint Replacement Waste Local Plan Pre-Submission consultation 3 March to 14 April - <http://consult.essexcc.gov.uk>
- No further update on land at little end - Clerk continues to liaise with Solicitors regarding this.
- Moreton, Bobbingworth and the Lavers Parish Council submitted its Neighbourhood Plan Proposal for independent examination. Deadline for responses 29th March 2016. www.eppingforestdc.gov.uk/neighbourhoodplanning

8. PARISH COUNCIL ELECTIONS 2016

Parish Council elections will be taking place on 5th May this year for this Council. Councillor nomination packs will shortly be available and distributed to members. Candidates will be able to submit any completed nominations forms from 31st March, with the deadline for receiving nominations being 5pm on Thursday 7 April.

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9. PLANNING APPLICATIONSCouncillors are asked to **CONSIDER** the following:

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below		
EPF/0231/16	Orchard Barn, School Road, Stanford Rivers	Grade II listed building consent for, and erection of single storey extension, removal of internal walls and removal, modification and replacement of existing modern windows and openings http://planpub.eppingforestdc.gov.uk/NIM.websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=P&FOLDER1_REF=582195
2. To NOTE any planning applications that have been responded to via the Clerks delegated powers		
EPF/0065/16	Hillview, Epping Road, Toot Hill,	Demolition of part of existing stables building and erection of bungalow. - NO OBJECTION
EPF/0089/16	101 London Road, Stanford Rivers	Single storey side extension, with two velux roof lights. NO OBJECTION
3. To NOTE any planning applications upon which EFDC do not normally accept comments		
EPF/0465/16 PN	4 Epping Road, Toot Hill, Ongar	Prior notification of proposed 5m deep single storey rear extension, height to eaves 2.5m and maximum height 4m
EPF/0075/16 CLD	87 London Road, Stanford Rivers	Certificate of Lawful Development for proposed roof extension including 1No. rear dormer window with Juliet balcony to facilitate a loft conversion.
EPF/0006/16 DRC	Colliers Hatch, Tawney Common, Theydon Mount	Application for Approval of Details Reserved by Conditions 3 'materials', 4 'details of new windows' and 5 'hard and soft landscaping' on planning application EPF/1092/13 (Removal of outbuilding and erection of replacement, with ancillary works. (Revised application))
4. To NOTE any enforcement actions or appeals		
EPF/2737/15	153 London Road Stanford Rivers Ongar, Essex CM5 9QF Nick Haggar	Appeal received 1st March 2016 Appeal against refusal of permission for detached dwelling Written Representations
0464/15 Enforcement	Millrite Engineering 151-153 London Road Stanford Rivers	S.106 contribution due NOT EXPEDIENT TO TAKE ENFORCEMENT ACTION The Clerk has requested a full explanation of this action. UPDATE REQUESTED
0025/14 UPDATE	Stanford Rivers House 135 London Road Stanford Rivers	EPF/2169/13 refused 2 porches erected to house Listed building - Not Expedient to take action EXPLANATION REQUESTED
5. To NOTE the following PLANNING DECISIONS by EFDC		
EPF/2938/15	Long Acre Cottage School Road, Stanford	Application for approval of reserved matter on planning application EPF/2936/14 (Outline

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	<i>Rivers, Ongar</i>	<i>planning application for proposed new 4 bed dwelling with some matters reserved). Decision Date: 10/2/2016 Decision: Grant</i>
<i>EPF/2938/15</i>	<i>Long Acre Cottage School Road, Stanford Rivers, Ongar</i>	<i>Development: Application for Approval of Details Reserved by condition 4 'hard and soft landscaping', 5' tree protection' and 7 'flood risk' on planning application EPF/2936/14 (Outline planning application for proposed new 4 bed dwelling with some matters reserved). Decision Date: 10/2/2016 Decision: Details Approved</i>
<i>EPF/0075/16</i>	<i>87 London Road Stanford Rivers Ongar</i>	<i>Certificate of Lawful Development for proposed roof extension including 1 no. rear dormer window with Juliet balcony to facilitate a loft conversion. Decision Date: 19/2/2016 Decision: Lawful</i>
<i>EPF/3091/15</i>	<i>Mutton Row Stanford Rivers Ongar Essex CM5 9QH</i>	<i>Submission of details of conditions: 2 (Additional Drawings) and 3 (Materials) pursuant to planning application ref: EPF/1450/15, dated 12/08/2015 for "(a single storey extension and minor internal alterations to Grade II listed detached house)" Decision Date: 3/2/2016 Decision: Details Approved</i>

Note: EPF/3139/15 - Little Paddocks, 115 London Road, Stanford Rivers - part two storey, part single storey side extension including modifications to existing house and demolition of existing structures - application withdrawn.

10. MEMBERS REPORTS

To Receive Brief Reports from Members and to **RECEIVE** any questions emanating from those reports

- Chairman's Report
- Vice Chairman's Report
- District and County Councillor Reports
- Councillors Reports
- Other reports (inc Broadband, website)

11. HIGHWAYS

a) Surface Water Flooding - London Road, Stanford Rivers

The Clerk has requested an update from ECC Cllr McEwen to confirm if the jetting of 3 drains in this location has been completed, and from EFDC Cllr Brady to establish who at EFDC is responsible for dealing with this issue at EFDC. ECC had stated that an inspector from EFDC would be carrying out a site inspection in January to establish any remedial actions required to resolve the flooding concerns as well as reopening communication with the riparian landowner.

In addition, following an enquiry from Cllr Jackson, Trevor Stubbington, Traffic Management Officer Essex Police, confirmed that in the period between 1/12/2014 – 30/11/2015, there were 10 injury collisions recorded between Passingford Bridge and Marden Ash. One of those is recorded as frost/ice on the road surface, that was an early morning crash in December 2014. A further three are recorded as having a Wet/Damp road conditions. Trevor checked the incident recording system for these three, and just one of those mentions flooding. It is not clear what the road condition was before the crash, but it states that the road started to flood whilst the officers were attending to the incident.

b) Speed - London Road, Stanford Rivers

Councillors to discuss the issues raised over the past 12 months, the requests made to ECC Highways, the responses given and lack of action, and the current situation. Further information will be tabled at the meeting. Councillors will be asked to **CONSIDER** what, if any, next steps they would like to take.

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Despite EFDC's responsibility to cut back the hedge at this site, and the Clerks request for further cutting back to be completed, the further cutting did not take place. This hedge has now been cut back at the expense of the Parish Council. An invoice is awaited.

d) Local Highway Panel

The next meeting of the Local Highways Panel is scheduled for 15th March 2016. As agreed, the Clerk has submitted the following schemes to the Local Highway Panel for consideration, and it is hoped that the agenda for the 15th March meeting will be published in time to be reported at this meeting:

- Fixing of Finger post on Toot Hill Village Green
- Reinstatement of Finger Post by Green Man Pub, Toot Hill
- Cutting back of vegetation by Gateway sign in Stanford Rivers coming from Ongar
- Approx 50m overgrown weeds by 2 Little Colemans - Highway Rangers to cut back
- Surface Water flooding - 2 sites, first where Romford Road meets London Road on approach to Wash Bridge. Second, 1km further along road (LEPP132039).

e) Other Highway Issues

- Missing Gateway sign, Stanford Rivers - This has been ordered, and will need to be erected when received.
- White Bear Public Footpath - ECC stated they had cleared this path, however Cllr Jackson provided pictorial evidence that the works completed by ECC were not sufficient to allow two people to use the path at the same time. Therefore, the Parish Council's grounds maintenance contractor has completed a full cut of this path.
- 40MPH Signs along Church Lane, Stanford Rivers - to receive an update.

12. NEWS AND VIEWS

The first Parish Council created edition of News and Views was circulated at the start of February, and feedback to date has been extremely positive. It should be noted that this edition was posted to most members of the community (with the exception of those for whom email addresses are known), and that thanks should be given to the Chairman for his assistance in printing and distributing the magazine within such a short timescale. Councillors are now asked to **CONSIDER** the formal proposal for the management of News and Views going forward, details of which will be tabled at the meeting.

13. CYCLING STRATEGY

Councillors may recall that Essex County Council recently consulted on a County wide cycling strategy, however Parish Councils were not formally advised of this consultation. Following on from the results of this consultation, ECC, in conjunction with Epping Forest District Council, held a Stakeholder Meeting on 15th January 2016, the purpose being that they are seeking to develop a Cycling Action Plan for the Epping Forest District, the outcome of which will be presented to the Epping Forest Local Highways Panel at its March 2016 meeting. The Clerk attended this meeting, at which it was stated that Epping Forest District has the lowest level of Cycling in the County, and suggested new cycling routes were mooted at the meeting. Stakeholders were also invited to suggest any proposed cycling routes. The Clerk mentioned the proposed cycling route along and around the A113 in Stanford Rivers, which representatives of the meeting confirmed they were aware of, however the general feeling of this meeting was that ECC were looking to create routes close to, or better linking, urban areas, and that at this stage Stanford Rivers was not specifically their target area. It should be noted that the strategy has no funding attached to it, however the creation of the strategy will enable funding to be sought. It is expected further information will be available at the LHP meeting in March.

14. FINANCIAL REPORTS

a) Approve payments, and to note the current status of accounts (to be tabled):

Reference	To	For	Amount
BACS	Thornwood Grounds Maintenance	Toot Hill VH clearance works	£561.00
BACS	Unipar Services LLP	Service of Speed Gun	£190.80 (£31.80 VAT)
BACS	Archer Safety Signs	Gateway Sign for Stanford Rivers	£123.24 (£20.54 VAT)

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BACS	Advances New Media Ltd	Web Hosting - www.stanforddrivers-pc.gov.uk	£120.00 (£20.00 VAT)
BACS	Adriana Jones	Clerk salary February and March 2016	£720.00 (paid monthly)
BACS	A&C Mechanical Electrical Services	Flood Light to front left side of Village Hall	£263.16 (£43.86 VAT)
300051	M.W. Rix	Hedge Cutting along Toot Hill Road	£252.00 (£42.00 VAT)
D/D	Public Works Loan Board	Loan Repayment - THVH	£1,698.63
BACS	HMRC	PAYE February and March 2016	£180.00 (paid monthly)

15. TOOT HILL VILLAGE HALL

To receive an update on matters relating to the Toot Hill Village Hall including the 8th February official opening of car park.

16. DATES OF NEXT MEETINGS/EVENTS

Councillors are asked to **NOTE** the dates of the next meetings:

- 12th May 2016
- 14th July 2016
- 8th September 2016
- 10th November 2016

17. EXCLUSION OF THE PUBLIC AND THE PRESS

In the event that the Agenda contains Exempt (pink) pages, or an item needs to be discussed confidentially, to **CONSIDER** the following motion to be proposed by the Chairman:

“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.”

There are currently **NO** confidential items to be considered