

Stanford Rivers PARISH COUNCIL

MINUTES

Meeting: COUNCIL

Date: 9th July 2015

Time: 5.30PM

Venue: Toot Hill Village Hall, Toot Hill

PRESENT:

Councillors (5) John Glover (Chairman), A Buckley, B Hollington, J Gatwood, M Tallon

Also in Attendance (1) - Adriana Jones – Clerk

Members of the Public (1)

Members of the Press (0)

QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

P14.117 APOLOGIES FOR ABSENCE (1)

NOTED that apologies had been received from Cllr Jackson. Councillors also noted apologies from Paul Rocks (Editor of News and Views).

P14.118 OTHER ABSENCES (1)

NOTED other absence of Cllr Saridja.

P14.119 MINUTES

The minutes of the Annual Parish Council meeting held on 14th May 2015 were **APPROVED** and duly signed by the Chairman.

P14.120 DECLARATIONS OF INTEREST

There were no declarations of interest.

P14.121 FORMER COUNCILLOR RON HAYDEN

Councillor **NOTED** that former Councillor, Ron Hayden, sadly passed away on Sunday 28th June after a long illness. Ron worked tirelessly for many years as a Councillor, spearheading the improvements to the Toot Hill Village Hall, without which the hall would have fallen into a state of disrepair. The Clerk had sent a letter of condolence on behalf of the Parish Council to Mrs Hayden, Ron's wife and former Clerk to the Parish Council. A date for the funeral had not been confirmed. The Chairman stated that Ron was involved with the Parish Council for many years, and was an extremely active member of both the Parish Council and the Village Hall. It was noted that Ron was also Chairman of the Parish Council for a period of time. It was **AGREED** that Cllr Buckley would write a short article in the News and Views regarding Ron, confirming how long he served on the Parish Council and the contribution he made. Cllr Tallon proposed that some form of commemorative plaque should be placed at the Village Hall as recognition of the work completed by Ron. It was **AGREED** that this should take place, and be completed at the same time as the official opening of the Car Park. The Clerk will obtain costings for a plaque in readiness for the September meeting. It was **NOTED** that Cllr Buckley would be attending the funeral on behalf of the Parish Council.

P14.122 EFDC GREEN BELT REVIEW

Councillors **NOTED** that as part of the Local Plan process, Epping Forest District Council is completing a full review of the Green Belt in the Epping Forest District. On 15th June the Clerk attended a specially convened meeting of the Epping Forest Local Liaison Committee at which the results of Stage 1 of the process was presented. Stage 1 is a high level review of the Green belt land across the District which establishes the contribution different parcels of land have towards the National Green Belt purposes, the outcome of which is the identification of parcels to be reviewed further for possible release from the Green Belt. A copy of the presentation given, and the associated documentation was also given to the Clerk. EFDC would like feedback on the Green Belt Review Stage 1 process, and have asked the following specific questions:

1. Do you have any comments on the Green Belt Review (Stage 1) report
2. Have the right types of services and facilities been identified for assessment
3. Have the existing services and facilities been correctly identified for each of the settlements - has anything been missed
4. Have the settlements in the district been placed in the appropriate categories.

The deadline for responses was 12noon on 27th July. The Clerk had reviewed both documents (Stage 1 Review and Settlement Hierarchy Technical Paper - emailed directly to members) in detail, and had completed a presentation for Councillors which was given at the meeting. The presentation summarised how the review had been conducted, and what this meant for the Parish of Stanford Rivers. Councillors noted that a small area towards the North East of the Parish had been identified as a 'Broad Area for Further Assessment', meaning that this area will be looked at in more detail in the next stage of the review for possible release from the Green Belt. Councillors considered the Parish Councils response to this consultation, including comments submitted by Cllr Jackson prior to the meeting, and the following response was **AGREED**:

1. Do you have any comments on the Green Belt Review (Stage 1) report
A. *Stanford Rivers Parish Council understands the reasoning behind the Green Belt Review, and requests that consideration of the Broad Areas for Further Assessment takes in account the traffic issues around the A113 going through Stanford Rivers, and any release of green belt proposed later on in the process considers how this will impact the A113, with any mitigation measures implemented prior to any development being approved. This applies specifically to areas North Weald of the A113, south of Ongar.*

The Parish Council also requests that as part of the consideration of the Broad Areas for further assessment, specific attention is paid to any release of Green Belt south of Ongar, specifically ensuring that that settlement of Ongar does not encroach along the A113 towards Stanford Rivers / Little End, thereby creating an effect of ribbon development. The two settlements (Ongar / Stanford Rivers) should remain separated by a clearly defined area of Green Belt land.

2. Have the right types of services and facilities been identified for assessment
A. *The Parish Council feels the right types of services and facilities have been identified for the purpose of this assessment.*
3. Have the existing services and facilities been correctly identified for each of the settlements - has anything been missed
A. *As none of the settlements within the Parish of Stanford Rivers have been assessed, the Parish Council feels would be inappropriate to answer this question.*
4. Have the settlements in the district been placed in the appropriate categories.
A. *As per response to question 3.*

P14.123 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Members **RECEIVED** an oral report from the Clerk as follows:

- RCCE Annual Review, Countryside Voice, CPRE Field Work publications, Countrycare 2014/2015 Annual Report
- Essex County Council consultation - Joint Replacement Waste Local Plan - Revised Preferred Approach June 2015 - Consultation deadline 30th July.
- EFDC Consultation - Draft Homelessness Strategy 2015/2016 - 2017/2018 - Consultation deadline 13th August.
- EALC Rural Strategy Event 21st July 2015 10am - 1pm - Cllr Buckley confirmed he may attend, and Cllr Hollington requested the details were emailed to him.
- North Weald Community Day 12th July, North Weald Airfield
- Press Release - EFDC - Waste Collection Service (emailed to Members) - Cllr Gatwood stated that the problem still hadn't been resolved, and that she had made numerous calls to EFDC regarding non collection. The latest scenario was that a waste

operative had stated that if she wanted her bins collected, she would need to drag them all the way to the end of the lane, which was not acceptable. It was noted that whilst the service had improved, it was still poor and unacceptable. Cllr Hollington stated he had seen two new vehicles, to which the Chairman confirmed that it was his understanding EFDC had purchased two new vehicles themselves. Cllr Gatwood stated that 'Colemans Lane' is not on the list for collections, as the waste operative had shown her this list. Cllr Tallon stated that Toot Hill has waste collection of three separate days which seemed ludicrous. The Clerk gave members an email address to contact if they had any further problems. The Chairman stated that he feels EFDC had come to the conclusion and acceptance that the whole scenario had been poorly dealt with.

- It was **AGREED** that the Parish Council would take part in the ECC Salt Bag Partnership for Winter 2015 - the deadline for responses being 21st July .
- EFDC Annual Canvas of Electors going through post boxes soon.
- Email received from Grounds Maintenance contractor stating that for the past 2 visits made to Stanford Rivers there has been a car parked on the area of grass cut nearest Toot Hill Village Hall. The Contractor had knocked both times on the first house nearest but there had been no answer. It's not killing the grass so the car must be being moved, however the grass under the car hadn't been cut in a month so was getting long. Cllr Tallon stated that he was aware who the owner of the black car was, and that he would approach him regarding this.

P14.124 PLANNING APPLICATIONS

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below NONE			
	EPF/1443/15 EPF/1450/15	New House Farm, Mutton Row, Stanford Rivers	Single storey extension and minor internal alterations to Grade II listed detached house. Grade II Listed Building application for a single storey extension and minor internal alterations to Grade II listed detached house No Objection
2. To NOTE any planning applications which have been responded to by way of the Clerks delegated powers:			
	EPF/1220/15	Hill Top Farm, Toot Hill Road, Ongar, Essex CM5 9LJ <i>Applicant: Mr Kevin Hubbard</i>	Proposed agricultural outbuilding. The Parish Council OBJECTS to this application on the basis of both size and bulk of the proposed unit, together with the failure of the applicant to demonstrate why the unit is necessary for the purposes of agriculture, contrary to <i>EFDC POLICY GB11 – AGRICULTURAL BUILDINGS</i>
	EPF/0976/15	103 London Road, Stanford Rivers, Ongar, CM5 9PP Applicant: Mr & Mrs Harris	Demolish existing chalet bungalow, garage and outbuilding and erection a replacement dwelling (Amended application to approved EPF/0246/14) No comments received
3. To NOTE any planning applications upon which EFDC do not normally accept comments			
	EPF/1265/15	Grove Cottage, Epping Road, Toot Hill, CM5 9SQ <i>Applicant: Mr Richard Edwards</i>	Certificate of lawful development for proposed single storey side extension. NOTED
4. To NOTE any enforcement actions or appeals			

Enforcement Issue ENF/0543/14 PL/6793	Officer: Simon Cullen Site: 2 Church Cottages, School Road Breach: Formation of vehicular access	Chairman contacted EFDC as requested - updated requested <i>NOTED No breach according to Enforcement List.</i>
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5. To **NOTE** the following planning decisions by EFDC - **NOTED**

EPF/049615 CLD	Hill Crest, Toot Hill Road, Ongar	Certificate of lawful development erection of single storey domestic outbuilding Decision Date: 5/6//2015 Decision: Lawful
EPF/0508/15 DRC	Millrite Engineering 151-153 London Road, Stanford Rivers	Application for approval for details of reserved by condition 6 - Verification report - of planning permission EPF/1008/11. Decision Date: 27/5//2015 Decision: Approved
EPF/0607/15 LB	Stanford River House, 135 London Road, Stanford Rivers	Grade II Listed Building application to replace hard cement render with lime hair render, replace plastic rainwater goods with black metal, decorate with lime wash, replace small porch with oak framed porch, replace damaged clay plain tiles with new matching tiles. Decision Date: 11/5/2015 Decision: Granted (with conditions)
EPF/0678/15	Greensted House, Greensted Road, Ongar	Grade II Listed Building application for internal and external alterations Decision Date: 18/5/15 Decision: Granted (with conditions)
EPF/0850/15 CLD	1 Cumley Road, Stanford Rivers	Certificate of Lawful Development for a proposed rear dormer loft conversion and velux windows Decision Date: 19/6/15 Decision: Lawful
EPF/0875/15 CLD	11 Garden Fields, Stanford Rivers	Part single and part two storey side extension following demolition of existing single storey side conversion Decision Date: 9/6/15 Decision: Granted (with conditions)

P14.125 REPORTS

Members **RECEIVED** the following reports

Chairman's Report - The Chairman stated that he had no formal report to give, however mentioned the private broadband service that he had signed up to (County Broadband) details of which he had circulated to Members, stating the product is very good.

Vice Chairman's Report - No report

County Councillors Report - No reports

Councillors Reports - Speedwatch - Cllr Jackson had informed the Clerk that Neighbourhood Watch information had been circulated with agenda, and if anyone was interested in setting up a scheme in Toot Hill or Stanford Rivers, they should contact Cllr Jackson directly. Cllr Jackson also has window stickers and leaflets. It was **AGREED** that an article should be placed in News and Views regarding this.

Broadband - Councillors **NOTED** that the Superfast Essex team at Essex County Council has invited Parish Councils to attend an event regarding their new project due to start later this year - the Superfast Essex Rural Challenge Project. It is the next building block in the wider Superfast Essex broadband programme, which is working to improve broadband connectivity in Essex as part of a wider UK Government initiative to help make the UK one of the best connected countries in the world. The Rural Challenge Project is going to bring ultrafast broadband (speeds between 50 and 1000 Mbps) to more than 4,500 homes and businesses in the north east of Epping Forest District by December 2016. Essex County Council signed a contract with telecommunications operator Gigaclear plc, the company they will work with to deliver the Project, on Monday 29 June. Work is due to start in November. Ahead of this, the Superfast Essex team together with Gigaclear and Epping Forest District Council wants to hold an event to help better inform communities about the Project and offer key representatives from the communities in the Project area the opportunity to ask questions. The event is being held as follows:

Wednesday 15th July

Fyfield Parish Hall, Houchin Drive/Walker Avenue, Ongar, CM5 0RG
7pm to 9pm

A copy of the 'intervention area map' was attached to the agenda. It was **NOTED** that Cllr Saridja had confirmed he would be attending this event.

Cllr Tallon reported the bin on the green in Toot Hill had not been emptied again.

P14.126 HIGHWAYS

a) **NOTED** there were no updates on any reported Highway issues.

b) **Dangerous Driving** - Cllr Jackson recently reported an occurrence of dangerous driving, and was subsequently informed there was a specific email address to which you can report any such instances - Driving.complaints@essex.pnn.police.uk. Details of the process for reporting complaints to this email address were attached to the agenda.

Local Highways Panel

c) Members **NOTED** the following comments / action agreed at the 18th June meeting of the Local Highways Panel:

LEPP142071 - Investigations into Cycle Path between Woodman Public House and Passingford Bridge - the LHP cannot put forward a cycle scheme until there is a completed Cycling Action Plan for Epping Forest District. This is to prevent isolated sections of cycleway being created and ensure that highest priority (the ones that would be used the most) schemes are taken forward first. However, a further £10,000 has been allocated towards the creation of an Epping Forest Cycling Strategy, with further funds agreed if needed to complete the strategy if needed. The Clerk has requested that the proposed cycle path is considered as part of the overall strategy for the Epping Forest District. Members noted that ECC Cllr McEwen had informed the Clerk that it was this Parish Council who prompted EFDC to consider the need for a Cycling Action Plan for the entire district.

LEPP152011 - A113 Topographical survey at two sites and drainage cleanse due to known flooding issues- Feasibility study carried out 26th September 2014 which recommended a full Topographical Survey is undertaken at the following two sites together with the existing surface water drainage system in the immediate vicinity of the sites being cleansed and surveyed to establish its condition and provide assurance that additional drainage can be considered.

- **Site 1** - Where Romford Road meets London Road. It is understood that flooding is occurring on approach to Wash Bridge (Essex Highways asset id 111/42671) at the boundary between the parishes of Ongar and Stanford Rivers, travelling in a south westerly direction.
- **Site 2** - Approximately 1km further north along Romford Road.
- **Site 1** - It is suggested that the existing kerb inlet gullies are replaced with D400 600 x 600 to BS EN124 channel type gullies. This will improve capacity and ensure maximum

- efficiency. It is also recommended that an additional gully is provided at the carriageways low spot to eliminate the risk of further ponding and eventual flooding.
- **Site 2** - It is recommended that the 2 existing channel gullies and associated laterals are jetted to ensure maximum efficiency.

This scheme was approved at the 18th June LHP meeting - £10,100.

LEPP (no code) - To extend the 30MPH speed limit past the new housing development and Woodman Pub - The scheme has been classed at being against ECC criteria / Policy. The posted speed is 60mph. The 7 day mean average speed northeast was 52mph and southwest was 46.5mph. The new housing development has only one entrance and visibility both directions is good. There has also been 1 accident within the last 5 years within this location. Unless the Parish Council are able to provide any further evidence of need, the scheme will not be progressed. It was noted that Cllr Jackson had requested the Clerk read out his comments, which stated that as previously discussed Cllr Jackson feels the Parish Council should propose a 40mph limit between Piggots and the Woodman, believing this would reduce overtaking in the 'straight' at the southern end of Stanford Rivers and would fit in with ECC policy. Cllr Jackson still feels 60mph is too fast between the village and the Woodman and this would solve that problem too. The Clerk advised some level of caution with this suggestion, stating that there had been negative feedback from local residents regarding the suggestion of altering the speed limit along a section of the village to 40MPH. Cllr Buckley stated that he was the instigator of the 30mph, and it took 9 years to get it introduced, and it has been successful in reducing speed. The question was asked as to whether or not the white lining and additional signage was still being considered, to which the Clerk stated it was her understanding this was the case, however she would check. Cllr Hollington stated that one of the problems in this location is that the hedge obstructs the view coming out onto the A113. Cllr Buckley stated that the A113 at the northern end of Stanford Rivers may be too narrow for white lines, however the end nearest the Woodman would be wide enough.

LEPP151008 - A113 Stanford Rivers (Chipping Ongar) - Lining/signing/reflector posts at two bends - Finish date expected November 2015 - £20,000 cost. Cllr Buckley stated this is a accident black spot. It was **AGREED** to see what the outcome of these works did to prevent accidents in this area.

P14.127 TOOT HILL SHOW

Members **NOTED** that this year's show takes place on 1st August, and that any Parish Council presence would need to be 'manned' by councillors. The Clerk confirmed she would be away on this date, however the previous Clerk, Susan Deluca, and her husband had agreed they would be more than happy to help. Cllrs **AGREED** that it was essential the Parish Council had a presence if at all possible. Cllr Buckley would be unable to assist due to being part of another stall, Cllr Tallon and Cllr Gatwood were also unavailable. After discussion, it was **AGREED** to accept the offer of assistance from the previous Clerk, and between them and the Chairman the stall would be manned. The Clerk agreed she would create information boards covering the Green Belt Review, and the new Broadband rollout. It was also agreed that an article should be placed in the News and Views inviting residents to pop into the stand for a chat on these important issues.

P14.128 FINANCIAL REPORT

a) List of Cheques & Monthly Statement of Accounts - The following payments were authorised:

Reference	To	For	Amount
BACS	Toot Hill Village Hall	Hall hire 2014/2015	£120.00
BACS	Rural Community Council of Essex	Annual Membership 1/7/15 - 30/6/15	£66.00 (£11.00 VAT)
BACS	St Margarets Church	Grant towards upkeep of Church Yard - 2014/2015 & 2015/2016	£1,200.00

BACS	Thornwood Grounds Maintenance	Grounds Maintenance works for May & June	£480.00
BACS	Bestco Surfacing Limited	Car Park resurfacing works for Toot Hill Village Hall	£10,656.00 (£1776.00 VAT)
BACS	Adriana Jones	Clerk salary April, May & June	£1,080.00 (paid monthly)
BACS	HMRC	PAYE April, May & June	£270.00 (paid monthly)
BACS	Adriana Jones	Expenses reimbursement Various	£112.45

b) Approval of AMENDED Final Accounts

Councillors **APPROVED** the amended final accounts for financial year 2014/2015 as attached to the agenda.

c) Annual Return

Councillors **NOTED** that the 2014/2015 Annual Return had been completed and sent to the External Auditor.

P14.129 RIVER RODING FLOOD RISK - PROGRESS

There was no update, however the Clerk stated that earlier that day she had received an email from a representative of the Environment Agency who seemed to be unaware of the involvement the Parish Council has had with Environment Agency over recent years. The Clerk would contact this individual.

P14.130 TOOT HILL VILLAGE HALL

Members noted the last Village Hall meeting took place on 29th June. Cllr Glover updated members on the progress with the car park and the lighting, stating that it had been a resounding success and very well appreciated. There is a list of works that still need completing, a copy of which was on the Village Hall notice board. In terms of the outdoor grounds work, Cllr Glover confirmed he had contacted the Probation Service with the possibility of having them complete these works, which included the clearing of the boundary. Cllr Glover also reported that as mentioned earlier in the meeting, an official opening of the new car park would be taking place in the near future.

Cllr Tallon stated that the Parish Council did discuss the possibility of funding the grounds maintenance works on a regular basis by our Grounds Maintenance contractor. The Clerk stated that this had been looked at as part of the budget process, and that he would pull the quote up.

Cllr Hollington asked if there were electrical points outside the hall, and if so these needed to be managed appropriately to stop the unauthorised use of electricity.

Cllr Tallon stated that lines on the car park were also on the list to be completed.

P14.131 DATES OF NEXT MEETINGS

Councillors **NOTED** the dates of the next meetings:

- 10th September
- 12th November
- 14th January 2016
- 12th March 2016

P14.132 EXCLUSION OF THE PUBLIC AND THE PRESS

Members of the public and press were asked to leave 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.”

P14.133 LAND AT LITTLE END

Members **NOTED** the latest update regarding the purchase of land at Little End.

Meeting Closed

Signed Date