

STANFORD RIVERS PARISH COUNCIL

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Clerk to the Council.

Adriana Jones

7th September 2019

TO: ALL COUNCILLORS

You are hereby summoned to attend a Meeting of the **Parish Council** which will be held on **Thursday 12th September 2019** 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

To **RECEIVE** any apologies for absence.

2. OTHER ABSENCES

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

3. 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

4. CONFIRMATION OF MINUTES

To **APPROVE**, as a correct record, the Minutes of the Parish Council meeting held on 13th July 2019 as attached to the agenda.

5. NEIGHBOURHOOD WATCH SCHEME

To **RECEIVE** an update on the Stanford Rivers Neighbourhood Watch Scheme if available.

6. 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, including:

- EALC AGM & ECC and EALC joint conference – 19th September 2019 - 11.45am to 4pm – Councillors to confirm if they wish to attend
 - CPRE publications received
 - Formal Letter from Barclays Bank reference issue with now closed account
 - Written to Haydn Thorpe, EFDC, again regarding parking solution at Barnmead, Toot Hill. Have copied Cllr Heather Brady into message due to lack of response.
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- Letter sent to owner of Colemans Farm thanking him for clearing local public footpaths.
- Essex Police Social Media Recruitment Day – 17th October
- Coffee with Cops - Saturday 28 September 5pm to 6pm Fyfield Village Hall, Fyfield, Ongar
- Letter from Resident regarding damage to memorial in Churchyard
- EFDC Local Liaising meeting, Monday 16th September 2019 7.30pm
- ECC Annual Plan for Highways (attached to agenda)
- Local Plan – Inspector's interim advice received

7. HIGHWAYS / FOOTPATHS

a) Local Highway Panel request – Accident London Road

The Clerk continues to liaise with the Clerk of Stapleford Tawney Parish Council regarding their progress with submitting a Local Highway Panel scheme request following an accident on this road.

b) Stanford Rivers Gateway Sign Broken

The Clerk has been made aware that the one of the Stanford Rivers Gateway Signs has been broken – a picture is attached to the agenda. Councillors are asked to **CONSIDER** what action they may wish to take regarding this matter.

c) Broken / Missing Finger Post Sign

A local resident has found a broken Finger Post sign in a field entrance. Councillors are asked to identify where this sign should be located, and **CONSIDER** what action they may wish to take regarding this matter (picture attached to the agenda).

d) A113 LHP request

Councillors will recall from the last meeting that a new speed survey was agreed by ECC Highways, and that Cllr Jackson thought he had seen some type of speed survey equipment on the roads through Stanford Rivers. Clarification has been requested from Sarah Alcock regarding this.

8. PLANNING APPLICATIONS

Councillors are asked to **CONSIDER** the following matters:

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below		
EPF/1889/19	Land to south side of Steers Farm, School Road, Toot Hill, Ongar CM5 9SD	Proposed new infill detached 5 bedroom house with detached carport (Revised app to EPF/1780/16). http://planpub.eppingforestdc.gov.uk/NIM.websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=PL&FOLDER1_REF=626913
2. To NOTE any planning applications that have been responded to via the Clerks delegated powers		
EPF/1761/19	Land Adjacent Covars Mead, School Road, Toot Hill, ONGAR CM5 9PU	Change of use of former nursery land to extended residential garden. NO OBJECTION
EPF/1755/19 TREE	39 Berwick Lane, Stanford Rivers, Ongar, CM5	TPO/EPF/52/09 (Ref: W2) T1 & T2: Ash - Fell. NO OBJECTION
3. To NOTE any planning applications upon which EFDC do not normally accept comments		
EPF/1956/19 DRC	Land to south side of Steers Farm, School Road, Toot Hill, Ongar CM5 9SD	Application for Approval of Details Reserved by Conditions 3,5,6 &7 for EPF/1780/16. Condition 3" documentary and photographic details of the types and colours of the external finishes", 5" full details of hard & soft landscape works (including tree planting) & implementation programme", 6"Tree Protection Plan Arboricultural Method Statement", 7"wheel washing/ other cleaning facilities", (10"detailed remediation scheme".) (Proposed new infill detached x4 no. bedroom house with a detached carport).
4. To NOTE any enforcement actions or appeals.		
Application No: ENF/0595/17 Land at the rear of The White, Bear PH 149, London Road, Stanford Rivers, Ongar Details of Appeal: Land used as storage yard for scaffolding Appeal against Enforcement Notice Deadline for responding is 11 th October 2019		

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5. To NOTE any other planning matters – Planning Decisions

EPF/1378/19 – White Bear House & the News, London Road

Application for Grade II Listed Building Consent for the removal of a chimney breast in ground floor kitchen entrance area.

REFUSED - PC had no objection, subject to Listed Building Officer Approval

EPF/1341/19 - 4 Epping Road, Stanford Rivers

Conversion of an existing outbuilding into a residential annexe for daughter.

GRANTED – PC objected to this application for reasons of design

EPF/1453/19 - 2 Lion Cottages, Toot Hill Road

Proposed two storey side and rear extension.

GRANTED – PC had no objection to this.

EPF/1464/19 - Maybanks Farm, 7-9 Epping Road, Stanford Rivers

Proposed porch; enlarged dormers; amended conservatory; additional windows; render finish and roof addition.

GRANTED – PC had no objection to this application

9. 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
 - *Highway Highlights August (attached to agenda)*
- Parish Councillors Reports
 - *Feedback on Shonks Mill Presentation from July meeting*

10. INTERNAL AUDIT

As requested, the Clerk has obtained a quote for the provision of Internal Audit for 2019/2020, a copy of which is attached the agenda. Council are asked to **CONSIDER** this quote, and if happy engage the services of said Internal Auditor.

11. TELEPHONE BOX, TOOT HILL

Councillors will recall a grant of £500 was received via the Essex County Council Community Initiatives Microgrant Funding Scheme for works to renovate the telephone box in Toot Hill. An update to what works have taken place is required.

12. NEWS AND VIEWS

To consider any items for News and Views.

13. TOOT HILL VILLAGE HALL

Councillors to receive an update on any matters concerning the Village Hall.

- Councillors are asked to **NOTE** that the lease on the Village Hall expires on 25th December 2019, and a meeting of the Village Hall Committee is expected to take place immediately following this meeting to discuss this.

14. TOOT HILL SHOW

To receive an update on the success of this years Toot Hill Show.

15. FINANCIAL REPORTS**a) Approve payments, and to note the current status of accounts:**

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary August & September 2019	£720.00 <i>(paid monthly)</i>
BACS	HMRC	PAYE August and September 2019	£180.00 <i>(paid monthly)</i>
BACS	Thornwood Grounds Maintenance	Various grounds Maintenance in Parish – July & August	£888.00 <i>(£148.00 VAT)</i>

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BACS	Public Works Loan Board	PWLB Payment Sep 2019	£1,565.63
BACS	RCCE	Annual Subs	£TBC (£TBC VAT)
BACS	David Wickham	Repairs to Toot Hill Phone Box (reim EALC/ECC grant award)	£325.00

Bank Balances as at 31st August 2019

Unity Current Account 4775	£ 5,296.01
Unity Deposit Account 4788	£ 42,413.30
Barclays 90832650	£ 0
Barclays 00443549 (dormant)	£ 0

INCOME: £57.61 – Backdated interest from Barclays closed account**16. DATES OF NEXT MEETINGS/EVENTS**Councillors are asked to **NOTE** the dates of the next meetings:

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