

MINUTES

Meeting: PARISH COUNCIL

Date: 8th July 2021

Time: 5.30pm

PRESENT:

Councillors (6) Cllr Glover (Chairman), Cllr Adams, Cllr Tallon*, Cllr Hollington

* for part of meeting

Also in Attendance (1) - Adriana Jones – Clerk

Members of the Public (5) – Inc ECC Cllr McIvor*

Members of the Press (0)

QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed the members of the public who were present. The Chairman thanked the applicant of planning applications relating to Colemans Farm for accepting this Councils invitation to attend the meeting and discuss the recent planning applications relating to glamping activity.

The Clerk reminded Councillors of the recent applications, including the fact that initially access was supposed to be from School Road however this had been altered by way of an amended application that did not come to this council, and that the Council had received a number of complaints from local residents regarding an increase in traffic along this road.

The applicant and her daughters addressed Council, explaining that it had always been their intention to provide access to the site via School Road, however the first application which was over three years ago was currently on hold with EFDC, and advised that approval of this application would have provided the necessary funding to have access from School Road. The applicant explained that the family was very into conservation, and that the site itself does not make much money from arable farming, and that they wanted to keep the farm within the family and retain the principles of conservation. The arable farming is currently outsourced, and the glamping idea was their idea as a family to generate revenue from the site. The camping is for couples only, and is offered as a quiet retreat. It was stated that Sworders had been assisting with the application. Both the Councillors and the Clerk explained that it had been entirely unclear exactly how many glamping units / huts were being proposed on the site, to which the applicant confirmed it was 7, three of which are moveable and don't need permission, plus the Oak, and three others which are yet to be built.

The applicant advised that they are employing local people, and around 50% of the people who visit the site are from London and come into Epping station, half of them without a car.

Further discussion ensued, with Councillors expressing some of their concerns, and the applicant providing explanation, after which time the Chairman thanked the applicant and her family members for taking the time to attend. The resident offered Councillors the opportunity to visit site and view the activities.

A local resident advised that the hedge that he cut last year around the corner of the Telephone Box in Toot Hill was overgrown, and Councillors asked that this was cut again.

A local resident suggested that the Council should have a page on their website where people are able to express their concerns and leave comments and feedback for action. This had been thought of as a result of a nasty accident that had occurred earlier that morning on Berwick Lane where the hedge comes out and it is difficult to see clearly. The Clerk explained that both ECC and EFDC have a similar system which can be used. Cllr Adams agreed he would look at this and see if it was possible. The local resident advised he would be happy to assist if necessary as he has built websites and knows about wordpress.

The Chairman thanked the local resident for his input.

P14.807 APOLOGIES FOR ABSENCE

Councillors Mrs Jackman, Jackson, and Saridja. EFDC Cllr Brady had also given her apologies.

P14.808 OTHER ABSENCES

None.

P14.809 DECLARATIONS OF INTEREST

None.

P14.810 MINUTES

Councillors **APPROVED** the minutes of the Parish Council meeting held on 13th May 2021.

P14.811 NEIGHBOURHOOD WATCH

Cllr Adams reported that the Facebook Group continues to gain momentum with over 300 members. There had been one report of a Land Rover theft, and other than this things had been quiet.

P14.812 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

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

- Consultation on the Epping Forest District Council Main Modifications to its Submission Version of the Local has been delayed, but is expected to take late July for a 10 week period.
- Epping Forest Local Liaison Committee meeting will be held 8th July, which will include a brief outline of the Local Plan Main Modifications, and details of a community interest company consultation concerning Qualis. Councillors **NOTED** that this meeting was being webcast, so can be viewed after the event.
- The Clerk has spoken with a representative of UK Power Networks who have asked for permission to trim the trees around the Toot Hill Village Hall at their expense to cut back overgrowth away from power lines. The Clerk had asked that she is notified of the date of these works so that she can ensure the hall is not in use on that day.
- 2021/2022 Community Initiatives Grant is now open, with deadlines for expression of interest being 14th August 2021. £300,000 is for grants of up to £10,000 towards capital or revenue projects that benefit the wider community. £50,000 is for micro-grants of up to £500 to help support grassroots groups, reduce social isolation, improve wellbeing and help communities better connect. Projects should have community backing and demonstrate a real community need. For instance, they could be to:
 - Create, buy or develop new community assets
 - Enhance existing community assets
 - Enhance or develop initiatives that strengthen the local community, including cultural initiatives.Councillors were ask to advise the Clerk of any potential projects that they felt could benefit from this funding.
- Phone call and email from local resident regarding poor communication with EFDC regarding his request to purchase and maintain some land in Garden Fields. Cllr Mclvor was present and said that although he was not this Councils District Councillor he was happy to support this Council with District Issues if Cllr Brady is unavailable.
- Highway Highlights June 2021 (attached to the agenda)
- EFDC plans to complete a consultation on its Climate Change Action Plan in September 2021, and is offering the opportunity for any interest groups to talk through the action plan prior to this time.
- The EALC has been contacted by the Queen's Pageantmaster to ask that local councils in Essex become involved with the Platinum Jubilee Beacons on 2nd June 2022, stating they would like to 'encourage you all to take part in the lighting of Beacons on 2nd of June next year to celebrate the Platinum Jubilee in a similar way to how many of you assisted during the Diamond Jubilee Beacons of 2011/12'. It was confirmed that this Council didn't have a beacon of its own, but that the Chairman had a beacon and it was transferred by Mr Kerr to the Village Hall for a celebration previously. Councillors considered if they wanted to get involved, and the question was raised about Health and Safety which is what caused concern last year. It was **AGREED** to have this on the September agenda for further discussion. The dates were the first weekend in June.
- COVID-19 lifting of restrictions community event (budgeted for) – being as not expected to be fully clear until spring, shall we move this EMR to queens jubilee event? It was agreed to put this hold at present, as the COVID pandemic was still ongoing.
- Following a query regarding who owns the alleyway between Barnmead and the Green Man that goes to the garages, the Clerk investigated this matter and it was confirmed this is owned by EFDC Housing department. The resident has been advised accordingly.
- The Clerk contacted the Clerk at MBLPC regarding the issue of rubbish along Blake Hall Road, however no response had been received. It was understood the Clerk has now left MBLPC.
- The External Audit (AGAR) has been submitted, and notices placed on the noticeboards and website.
- Email from local resident stating that she had noted from the minutes that the Council, rightly, is concerned with light pollution in the parish and that residents especially new ones perhaps could be reminded that there are no street lights and would like to keep it that way. She advised that she has noticed that No 4 Epping Road – 2nd one on right going downhill - has erected a large spot light onto the

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telegraph pole about 10m up which is motion sensed so when a car drives past a great big pool of light covers the road and the frontage of nos. 2,4 & 6. The resident asked that the PC verify and ask for its removal on the grounds of light pollution and not in keeping with our parish. Cllr Hollington **AGREED** he would look at this light and advise the Clerk if he felt it was a concern, as it may be that the need planning permission for this, or it could be a highway safety concern.

- It was **NOTED** that the EA will be at this year's Toot Hill Show, 7th August, with the Shonks Mill project details for all to see and discuss with them.

P14.813 PLANNING APPLICATIONS

Councillors **CONSIDERED** the following matters:

- a. **Colemans Farm** - Councillors recalled that at the May meeting, two applications were considered for Glamping activities at Coleman Farm, and that due to a number of concerns, the Parish Council objected to these applications, with Councillors asking that contact be made with the applicant to see if they would be willing to attend the July meeting of the Council to discuss Councillors concerns. As such, the Clerk contacted the applicant who agreed she would be willing to attend this meeting, and had addressed the Council just before the meeting to answer any questions the Council had, and to discuss their plans and aspirations for the site (including application numbers EPF/0408/21 and EPF/0491/21).

- b. Councillors **CONSIDERED** the following matters:

| 1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below | | |
|---|--|---|
| EPF/1623/21 | Land opposite Blackberry House Toot Hill Road Ongar Essex CM5 9QP | Net zero carbon four bed house with associated landscaping. NO OBJECTION |
| EPF/1526/21 & EPF/1537/21L B | Stanford River House 135 London Road Stanford Rivers Ongar CM5 9PP | Single storey rear extension, glass link to existing outbuilding. Internal alterations including creation of vaulted ceiling with rooflight. Demolition of workshop and existing garage and erection of new garage incorporating storage and log store. New boundary wall and first floor dormers. NO OBJECTION |
| 2. To NOTE any planning applications that have been responded to via the Clerks delegated powers | | |
| EPF/0408/21 | Colemans Farm Toot Hill Road Stanford Rivers Ongar CM5 9QN | Retrospective permission for erection of 3 holidays huts. The Parish Council OBJECTS to this application on the following basis: <ul style="list-style-type: none"> • There is insufficient information concerning the parking facilities on site, and as it is unclear where vehicles are required to park. • There is no supporting information concerning lighting, and as such the potential for light potential in this rural setting. The promoting website seems to suggest some external lighting. • There is insufficient information regarding utilities and drainage, and how this is managed on site. <p>NOTE: It is understood that the website promoting this site encourages visitors to access the site via Colemans Lane, which over the past year has seen a noticeable increase in vehicular traffic and disruption giving rise to complaints at a local level. Should permission be granted, a condition should be stated that access to the site must be from School Road, and not Colemans Lane.</p> |
| EPF/1216/21 CLD | 159 London Road Stanford Rivers Ongar CM5 9QB | Application for a Lawful Development certificate for a proposed single storey side extension, rear dormer window and outbuilding The Parish Council has NO OBJECTION to this application |
| EPF/1215/21 | 157 London Road Stanford | Application for a Lawful Development certificate for a |

| | | |
|-------------|--|---|
| CLD | Rivers Ongar CM5 9QB | <p>proposed single storey side extension, rear dormer window and outbuilding The Parish Council has NO OBJECTION to this application</p> |
| EPF/1278/21 | Donkey Hoppit Toot Hill Road Ongar CM5 9QN | <p>Proposed demolition of stable building, removal of part of hard standing and associated facilities. Change of use to C3 for proposed bungalow, formation of curtilage and landscaping scheme. The Parish Council OBJECTS to this application on the basis of over overdevelopment in the Green Belt. Paragraph 145 of the NPPF states that a local planning authority should regard the construction of new buildings as inappropriate in the Green Belt, with a noted exception being the provision of appropriate facilities (in connection with the existing use of land or a change of use) for outdoor sport, outdoor recreation.....as long as the facilities preserve the openness of the Green Belt. Permission was granted for stables in 2016 on this basis. If this site is no longer required for stabling, it should be returned to its pre-2016 state, thus respecting the openness of the Green Belt.</p> <p>If permission is granted, this would potentially lead to an 'infill plot' south west of the site, in what is an extremely rural are with a very narrow lane, and would further erode the openness of the countryside.</p> |
| EPF/0491/21 | Colemans Farm Toot Hill Road Stanford Rivers Ongar CM5 9QN | <p>Retention of a tree house. The Parish Council OBJECTS to this application on the following basis:</p> <ul style="list-style-type: none"> • The elevation plans purporting to be for 'The Oak' do not accurately reflect what has been built on scene. • There is no arboricultural report accompanying the application, and as such it is unclear if the works completed have the potential to (or have already) damaged the tree in question. • There is insufficient information concerning the parking facilities on site, and as it is unclear where vehicles are required to park. • There is no supporting information concerning lighting, and as such the potential for light potential in this rural setting. The promoting website seems to suggest some external lighting. • There is insufficient information regarding utilities and drainage, and how this is managed on site. <p>NOTE: It is understood that the website promoting this site encourages visitors to access the site via Colemans Lane, which over the past year has seen a noticeable increase in vehicular traffic and disruption giving rise to complaints at a local level. Should permission be granted, a condition should be stated that access to the site must be from School Road, and not Colemans Lane.</p> |
| EPF/1397/18 | Colemans Farm Toot Hill Road Ongar CM5 9QN | <p>Use of land for tourist accommodation including the erection of 2 treetop lodges and a 'tinyhouse'. The Parish Council has no objection to this proposal</p> |

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|---|---|--|
| | | <p>subject to there being suitable WC and washing facilities made available on site, and Essex County Council Highways having no objection to the site lines at the entrance indicated on the plans.</p> <p>It should be noted that it is not clear whether or not the bridge over the brook along the access road is suitable and safe for vehicles, and whether or not the access road will remain grass or some other surface laid.</p> <p>These points should be clarified.</p> |
| 3. To NOTE any planning applications upon which EFDC do not normally accept comments | | |
| | NIL | |
| 4. To NOTE any enforcement actions or appeals. | | |
| | <p>Appeal against Enforcement Notice – Appeal Number 21/3272647 ENF/0615/18 - 151-153 Millrite Mews London Road Stanford Rivers Essex Details of Appeal: Without planning permission the unauthorised change of use of the land for the storage of a container, portable buildings, skips and building materials and equipment.</p> | |
| 5. To NOTE any other planning matters – including Planning Decisions | | |

- Councillors **NOTED** that the Clerk had contacted the planning officer dealing with EPF/0809/21 - Certificate of lawful development for proposed polytunnels for market gardening purposes. This application was on the May agenda for noting, however after further investigation Councillors were concerned regarding the appropriateness of this application to be issued under a CLD. The Planning Officer advised that she was trying to obtain additional information from the applicant, and to establish if in fact this application fulfilled the CLD criteria. As at 3rd July, this application has not yet been determined.
- Councillors **NOTED** that the construction work and changes to land form in the fields along Berwick Lane were raised with the EFDC Enforcement Officer, after which time a response was received advising that the works were in relation to planning permission that had been granted for the creation of a steel framed agricultural building (EPF/2643/19).
- Councillors **NOTED** that the Clerk had attended (via Zoom) the EFDC Plan East Committee on 23rd June 2021 to give a planning speech concerning EPF/0744/21 1 Lion Cottages. The Committee subsequently granted permission for this application.

The following planning decision were NOTED:

EPF/0547/21

Weald Lodge Toot Hill Road Ongar CM5 9LJ

Application for Sui Generis use from a C3 dwelling house car sales from home.

Decision Date: 7/5/2021 Permission REFUSED – Reasons for refusal includes Green Belt, introduction of commercial use to a residential area, harm to listed building and Epping Forest SAC.

The Parish Council objected to this application.

EPF/0696/21

Staggerin Toot Hill Road Ongar CM5 9LJ

Single storey rear extension

Decision Date 21/5/21 Permission GRANTED

The Parish Council had no objection to this application

EPF/0815/21

105 London Road Stanford Rivers Ongar CM5 9PP

Proposed first floor addition to the rear, pitched roof over the existing garage (conversion) , single storey side extension & rear raised patio.

Decision Date: 18/5/21 Permission GRANTED

The Parish Council had no objection to this application

EPF/0862/21

Millside Toot Hill Road Ongar CM5 9LJ

Single storey side/rear extension. Extension of roof space into new extension with new front, side and rear dormers.

Decision Date: 21/5/21 Permission GRANTED

The Parish Council had no objection to this application

EPF/0941/21

Willows End Cumley Road Stanford Rivers Ongar CM5 9SJ

Proposed replacement dwelling.

Decision date: 28/5/21 Permission GRANTED

The Parish Council had no objection to this application

P14.814 INTRODUCTION OF PLANNING COMMITTEE MEETINGS

Councillors recalled that this issue was discussed in detail at the May meeting, with agreement that a decision should be deferred to the July meeting to enable further discussion. Councillors considered the need to introduce a formal Planning Committee to discuss and comment on planning applications in between meetings, or if they wish to continue with addressing this issue by way of powers delegated to the Clerk. Whilst Councillors understood the rationale for having committee meetings held in person, it was **AGREED** to continue with dealing with planning issues by way of Clerk's delegated powers between meetings, and that Councillors could, if they so wish, request that a full meeting is held should there be a controversial or challenging planning application to be considered. Councillors **NOTED** that residents were still able to respond to planning application both to EFDC and to this Council and that all comments received by the Clerk are considered by Councillors regardless of whether or not there is a meeting.

P14.815 HIGHWAYS AND FOOTPATHS

- a) **Layby on A113** – An LHP request has been submitted to Sarah Alcock for validation for reflective barriers between the road and the layby. This has been supported by ECC Cllr Jaymey Mclvor

- b) **Local Highway Panel Requests** – Councillors **NOTED** the following updates on LHP schemes for the parish and schemes the parish has an interest in:
 - LEPP192054 – A113 London Road, Stanford Rivers Signage scheme – On the current year scheme list, Budget £16,500, Validation complete, Proposal to install larger entry gateway treatments, increase 30mph roundel size at the gateway locations and implement additional roundels along this section of road would not present any obvious issues in terms of design requirements/conformance to standards. It is suggested that both gateways, each end of the village, be replaced for consistency, no estimated completion date at this time. NOTE: This was submitted by the Parish Council. Councillors **NOTED** that the Clerk has submitted a request for information from the LHP representative for the requirements of a speed camera, and it was understood the policy was being updated to reflect the opportunity for Parish Councils to pay for speed cameras.

 - LEPP202031 - A113 Romford Road, Great Colemans, Stanford Rivers, Request for measures to protect Grade 2 listed building from large vehicles clipping the property's guttering and wall. Such as signage (slow / narrow section) and metal barriers around the base of the building to stop lorries from being able to get close enough to collide with the gutter, at Validation Stage, awaiting Highway Boundary information. NOTE: This was not submitted by the Parish Council. Cllr Mclvor advised that this was his first LHP to deal with, and the situation is that current years budget has been spent but if there is any more money left this is the first in line. The Clerk advised Cllr Mclvor that generally this Council felt as though the LHP didn't work, with a disproportionate amount of money spent in the main towns and village with very little allocated to the rural areas. Cllr Mclvor advised that this was one of the challenges he was working on, and agreed that a lot of changes were needed.

 - LEPP202047 - A113 Romford Road jw Little bury Mill, Stanford Rivers – Request for Traffic calming measures at the junction, at Validation Stage, awaiting speed and volume information. NOTE: This was not submitted by the Parish Council.

 - LEPP202005 – A113 London Road, Stapleford Tawney, request for traffic calming measures and signage, at Validation Stage, awaiting speed and volume information. NOTE: This was submitted by the Parish Council, but is not within the Parish.

- c) **Byway 26** – Councillors recalled this issue had been raised at recent meetings, most recently in May. Since this time, the Clerk has contacted both the landowner and the Essex County Council PRow Officer, both of whom had provided comprehensive responses to the Council, a copy of which was attached to the agenda. In summary, ECC had noted that a significant amount of money was needed to make good this byway so that it was passable by horses, however there simply were not enough funds to do this at present. Works would require a capital investment costing tens of thousands of pounds. The Clerk stated that the response from the landowner was very prompt and detailed, setting out exactly

what work had taken place and stating that they had asked for the byway to be downgraded as a result of the 4x4 vehicles using it which is what causes the poor surface, however it was not expected this would happen. A resident had advised that it was unfair to expect landowners to pay out funds to maintain these byways when 4x4 vehicles constantly ruin them. The PRoW Officer had accepted that the landowner had already spent some of their own funds trying to remedy the situation.

- d) **Flooding of A113 near Traceys Farm** – A local resident advised that the ditches were dug out roughly two weeks ago, albeit he felt it had been dug in the wrong location, stating it needs to be done where it comes down the field and hits the road. It was understood that jetting of these drains has been scheduled to take place by ECC Engineers. There was some concern that the pipe that goes under the road simply isn't big enough to take the traffic, however the Clerk advised that ECC are aware of this however they have to go through a specific process to resolve the issue which starts with the clearing of the ditches. If this fails, a capital investment request is then needed.
- e) **Flytipping in layby outside Murrells Farm** – Cllr Jackson found and reported to EFDC 6/7/21 - WK/202126040 - FS-Case-347359336 – TX Max invoice was found too, and this was reported also.

P14.816 MiFi AND ACCESS TO MEETINGS REMOTELY

Councillors noted that Cllr Jackson had asked that consideration be given to the possible introduction of a system whereby residents are able to access / attend Parish Council meetings remotely by way of introducing a MiFi system to the meeting location. The Clerk advised that she had put in a request via EALC to include the question in their weekly communication to see how / if other Councils do this. The Clerk stated that she had recently viewed a Plans East Committee at which this remote access was available, however it involved somebody walking around with a microphone which was given to anybody who wanted to speak. Cllr Mclvor stated that some Councillors had their own microphones, but for those that didn't the roving microphone was needed. Councillors considered an overall recording of the meeting which didn't include members of the public, and how any audio would be dealt with. Cllr Adams advised that he has experience of doing this, however had concerns as to how this would be managed in the Village Hall for meetings as you would need a PC to run the software, and the equipment would need to be set up and taken down for each meeting. The Clerk advised that if such a system was in place, she would not be able to manage it during the meeting and somebody else would have to manage it. Cllr Adams suggested it would cost about £1,000 in hardware. A local resident advised that he too had experience of doing this and may be able to help. The hall would need WIFI to do this, as a mobile unit would not be fast enough to stream a live meeting. Councillors generally were not convinced that this would be a good use of funds, and **AGREED** to consider this again in the future if there were a number of requests from members of the public for this capability.

P14.817 UPDATE ON SHONKS MILL FLOOD STORAGE AREA / DIVERSION OF FOOTPATH

Councillors **NOTED** that an email had been received from the Environment Agenda concerning the works to create Shonks Mill Flood Storage area. The email advises that the EA has now completed the ground investigation works and the samples collected are currently being analysed. The results of this analysis will inform how they proceed with earth embankment works, and they will provide an update on the findings. The EA also wished to consult on their proposal to permanently close and divert the public footpath 'Stanford Rivers 47'. The current footpath will no longer be usable due to operational constraints as it crosses the path of the proposed embankment. The EA is proposing to divert the footpath around the proposed embankment, although the footpath will remain within the field boundary. At present the footpath floods during flood events, and despite the changes to the route the scheme will not reduce the flooding to the footpath in high flow events. The EA state it is important they understand how this change in footpath path could affect local residents, and they have tried to ensure that the proposed footpath uses the shortest and most practicable alternative to the current footpath. Attached to the agenda was a project brief which explained the wider project and the proposed footpath diversion. Councillors **CONSIDERED** this proposed diversion. It was accepted that the footpath would need to be diverted. A local resident advised that as long as people stick to the diversion and don't deviate from the path he would be happy with the proposed diversion albeit he may ask them to move it up so it's a straight run across. He also advised that he understood the EA were looking at fencing the bund to stop people climbing onto it, and that the location of the bund keeps changing.

It was **AGREED** that until such time as the location of the bund was agreed, it was difficult to confirm where the location of the footpath should be, but that this council should respond stating that we accept it needed to be moved, however this Council cannot comment on the proposed diversion until the location of bund was agreed.

P14.818 NOTICEBOARDS

The Clerk had noticed that the two parish noticeboards are in desperate need of a good clean, with moss and dirt starting to restrict viewing of documents within the notice boards. Councillors **AGREED** that Cllr Adams

would clean the noticeboard in Little End, and that Cllr Hollington would clear the noticeboard in Toot Hill,

P14.819 REPORTS

Members **RECEIVED** the following reports:

- Chairman's Report – No report.
- Vice Chairman's Report – No report.
- District and County Councillor Reports – Cllr Mclvor introduced himself to Councillors as this Council's Essex County Council Councillor, stating he knows the area very well having lived in the area all his life. Cllr Mclvor stated that he feels the rural areas in the District are the forgotten areas, and that he intends on trying to address this. This can be seen in many ways such as flooding not being high on the agenda, or road closures occurring without any effort to tell local residents, and that he is very keen on fighting for the rural challenges in our area. The Chairman advised he was pleased to hear this, and gave some examples of the challenges faced in rural areas, such as potholes. The Clerk advised that attached to the agenda was a copy of the latest Highway Highlights which details the new Cabinet Member for dealing with highways, in which a good explanation is given concerning potholes and how and when they are fixed. The Chairman stated that he felt local Councils would be better at tackling local issues such as potholes, and that this could be completed quicker and cheaper. Cllr Mclvor stated that he felt ECC need to devolve some of the Highways responsibilities to Local Councils, such as potholes, with a budget to Parish Councils, and that he had raised this with the portfolio holder, whom in turn had advised that there was funding available to be used. Cllr Mclvor had suggested to the portfolio holder that a Highways devolution scheme could be piloted in the rural areas where the County Councillor has the final stamp on works that need doing. The Clerk advised that this Parish Council became so frustrated with the County Council's lack of support and the bureaucracy for highway works, that it precepted its own funds to be put towards such works, feeling that the Parish Residents would support this as they simply want to see action.

Cllr Mclvor advised of his intention to set up a committee for rural flooding called the Ongar Rural Flood Network, specifically for the rural areas, stating that we shouldn't just accept that flooding occurs and blocks the roads as this is just not acceptable. It is Cllr Mclvors intention that a Parish Council representative should sit on this committee, and that the MP should also be present and ECC, and this committee should meet three times a year. This would be an opportunity to put pressure on the powers that be to listen to local concerns and take action. The Clerk advised that she had set up a meeting with members of EFDC to discuss this issue and suggested Cllr Mclvor speak with Mandy Thompson and Cllr Whitbread about what action would be taken.

Cllr Mclvor confirmed he would be allocated £10,000 to spend in his division and that he would like to spread this around his parishes with approximately £1,000 being available to spend on something that has community benefit. Cllr Mclvor asked that this money be spent on something that Highways wouldn't normally do – something a bit special that ECC money would not normally be spent on.

Cllr Mclvor advised that he has already had many emails from residents, and one issue that is very prevalent is the speeding along London Road through Stanford Rivers. The Clerk advised that the Parish Council had a long history regarding trying to get something done about this, and that she would send Cllr Mclvor a summary of what the Council had done if needed. It was agreed this Council would be happy to push this forward again.

Cllr Mclvor advised he was more than happy to clean any notice boards in the Parish (as per the item on the agenda). Cllr Mclvor reported that there was a new Portfolio Holder for Highways who will be looking at things with fresh eyes. Cllr Mclvor confirmed he sits on the LHP.

Cllr Mclvor also expressed his desire to see more of an establish remembrance event in Ongar and the Rural parishes.

- Parish Councillors Reports – Cllr Adams queried about the cutting of verges along the A113, to which the Clerk advised this was ECC who probably contracted either EFDC or a farmer to cut this once or twice per year. The Clerk advised she would see if she could find out who would be cutting this and when.

P14.820 REQUEST FOR PARKING AT TOOT HILL VILLAGE HALL

Cllr Tallon advised that he had been approached by the Green Man Pub about the possibility of using the Toot

Hill Village Hall Car Park as an overflow car park for their staff. The Clerk advised that Councillors needed to consider the following points:

1. What is the capacity of the car park?
2. How many cars would possibly be parked there, what time, and for how long?
3. How would any such cars be recognised as being authorised to park there
4. How and who would manage this, as it would need to be done daily?
5. Would this include evening parking?
6. What affect would this have on hall bookings?
7. What happens if these cars block in any hall hirer vehicles and what affect would this have of such hirers?
8. What happens if hall hirers block in any authorised parking?
9. If agreed, would there be a charge and if so how much?

Cllr Tallon advised that he had asked how would the Council be able to identify which were staff cars and which weren't, to which the resident suggested that a system or rota could be worked out. The Clerk stated that Councillors needed to think about what benefit this would bring to the community, the hall, hall users, the Council and parishioners. Councillors considered this request, and had concerns about how it would / could be managed, how easy it would be to stop once parking had been agreed, and how the Green Man was now utilising its previous car parking spaces as part of the pub amenity which in effect had caused the problem. Whilst the Council was sympathetic of this issue, Councillors felt that allowing the Green Man staff to park in Toot Hill Village Hall would cause more problems for the Council that it would solve for the pub, potentially with residents who have hired the hall being unable to park themselves. It was already an issue with local residents using the car park without permission, which had resulted in cones being placed at the entrance. It was noted that there was already a parking problem around Toot Hill, which is causing problems for local residents, and that the Parish Council had tried to address before. Following further discussion, it was **AGREED** that whilst the Council would like to support a local business / facility, permission would not be granted for the use of the car park by the Green Man due to considerable problems this could cause for the hall. It was noted that many local halls now have gates at the entrance to their car parks.

A local resident advised that the sensor light to the hall is on and off all night, and asked if a switch could be installed for hall hirers to turn this on and off. The Clerk advised that the sensor light is required for the health and safety of hall users as the car park is so dark, and as such a switch could not be installed as it needed to be sensor activated, however potentially the sensitivity of the light could be changed.

[Cllr Tallon left the meeting]

P14.821 TOOT HILL SHOW

Councillors recalled the decision taken at the May meeting to contribute £1.00 per adult ticket to the Toot Hill Show, up to a maximum of £1,000, with the agreement of the Toot Hill Committee that the entry fee would not be increased from £3/adult. Both the Chairman and the Clerk have advised the Committee representative of this, and this offer was duly accepted. Councillors are asked to note that the Power used to provide this funding is via S137 of the Local Government Act 1972 which allows councils to spend money in a way which is "in the interests of and will directly benefit its area or any part of it and some or all of its inhabitants". The limit for 2021/2022 is £8.41 per elector.

Councillors **AGREED** that the Parish Council should have a presence, and that the Clerk and Chairman would be present and Councillors should also attend if possible. It was **AGREED** to have the community speedwatch theme again this year with the speed gun.

P14.822 TOOT HILL VILLAGE HALL

Councillors **NOTED** the following update:

- a) The hall remains closed at this time as a result of COVID, and may only be hired for specific exempt activities. It is expected that the hall will reopen on 19th July when the COVID restrictions are lifted.
- b) The Chairman has taken the two wooden seating benches from the front of the hall to give them a coat of teak varnish.
- c) The Parish Council's grounds maintenance contractor will clear the overgrown foliage at the main entrance to the Toot Hill village Hall, through which the disabled access ramp goes, at a cost of £50
- d) Contact has been made with Calor (gas) and Eon (electricity), however as at this date there has been no correspondence from a water supplier. It was **AGREED** to wait until a water supplier contacts the Council.

- e) The Clerk continues to fully manage the hall bookings at this time, and is liaising with hall hirers. There have been a number of requests for the use of the hall, however these have had to be refused due to the COVID restrictions in place.
- f) The Clerk is receiving requests for hall hire via the Toot Hill Village Hall Facebook Page.

P14.823 NEWS AND VIEWS

A hard copy News and Views publication was expected to be published the following day, the entire front page of which is dedicated to News and Views. This edition also includes the election results. It was also **AGREED** to include an article looking for suggestions of how to spend £1000 grant being made available from Cllr Jaymey McIvor.

P14.824 FINANCIAL REPORTS

The following payments were **AGREED**.

| Reference | To | For | Amount |
|-----------|--------------------------------|--|---------------------------------------|
| BACS | Adriana Jones | Clerks Salary June and July 2021 | £720.00 (paid monthly £360) |
| BACS | HMRC | PAYE June and July 2021 | £180 (paid monthly £90) |
| BACS | Epping Forest District Council | Parish Election Costs | £154.95 (£0 VAT) |
| BACS | David Wickham | Clean Toot Hill VH May & June, plus install key cabinet THVH | £96.00 (£0 VAT) |
| BACS | Eon | Electricity Supply, THVH | £124.66 (£ VAT) |
| BACS | Unity Trust Bank | Service Charge (quarterly) | £18.00 (£0 VAT) |
| BACS | SK Automotive | May and June grass cut throughout parish | £906.00 (£151.00 VAT) |

PROPOSED Cllr Glover, **SECONDED** Cllr Hollington

Bank Balances as at 30th June 2021

| | |
|----------------------------|-------------|
| Unity Current Account 4775 | £ 35,040.16 |
| Unity Deposit Account 4788 | £ 38,836.75 |

INCOME: £1,183.27 – HMRC VAT reclaim 20/21

b. Update on Cllr Tallon change of signatory

The Clerk has contacted Unity Bank for confirmation that Cllr Tallon has been added as a signatory on the accounts, and the status of his electronic banking access.

P14.825 DATES OF NEXT MEETINGS

A decision as to if meetings will be held remotely or in person will be considered at least 1 clear week before the meeting, and will be based on Government guidance and advice at that time. Councillors are asked to **NOTE** the dates of the next meetings:

- 9th September 2021 - to be held in Toot Hill Village Hall
- 11th November 2021 – to be held in Toot Hill Village Hall

Signed Date