

Stanford Rivers PARISH COUNCIL

MINUTES

Meeting: PARISH COUNCIL

Date: 10th March 2022

Time: 5.30pm

Toot Hill Village Hall, Toot Hill Road, Toot Hill, Essex

PRESENT:

Councillors (4) Cllr Glover (Chairman), Cllr Jackson, Cllr Adams, Cllr Hollington

Also in Attendance (1) - Adriana Jones – Clerk

Members of the Public (1)

Members of the Press (1)

QUESTIONS FROM MEMBERS OF THE PUBLIC

None

P14.882 APOLOGIES FOR ABSENCE

Apologies from Councillor Saridja, Mrs Jackman and Tallon. ECC Cllr Mclvor and EFDC Cllr Brady also offered their apologies.

P14.883 OTHER ABSENCES

None.

P14.884 DECLARATIONS OF INTEREST

None

P14.885 MINUTES

Councillors **APPROVED** the minutes of the Parish Council meeting held on 13th January 2022.

P14.886 NEIGHBOURHOOD WATCH

Cllr Adams advised that according to Everything Epping Forest, a further two people had been arrested concerning the burglary at a property on Church Road. In terms of police reports, there continued to be very little reported for this Parish, although an industrial area in the neighbouring Parish of Stapleford Tawney near Passingford Bridge had been targeted. There have also been a couple of Landover thefts in the area. There are now in excess of 300 members on the Facebook and Whatsapp groups.

P14.887 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

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

- The Boundary Commission for England is holding an independent review of all constituency boundaries in England. Councillors **NOTED** there were no changes proposed for this Parish.
- Monday 14th March 7pm EFDC Local Liaison Committee meeting held over Zoom – Interesting items to be discussed included:
 - EFDC Local Plan – Progress report
 - Sustainability in New Builds
 - Failure of planning applications to adhere to Essex Parking Standards
 - Failure of planning applications to meet Local Plan policy on affordable housing provision
 - Democratic representation in the planning process
 - Planning Enforcement Action
- It was agreed at last meeting to consider planting a slow growing Christmas Tree at Jubilee Green – Clerk has researched, and the best tree is a Nordmann Fir which is slow growing. Clerk currently speaking with a number of nurseries to see who can supply this and the best time to plant it. Cllr Jackson advised that he has a contact and will provide details to the Clerk. The Chairman confirmed he also had a contact for an organisation opposite the Warren Wood pub on the Epping New Road.
- Clerk has made contact with Laura Atkinson, Rural Housing Enabler & Community Led Housing Advisor from RCCE regarding attending a meeting later in the year to give a presentation to Councillors about Rural Affordable Housing.
- Essex Rural Partnership together with Essex Police and the Police Fire and Crime Commissioner are asking for views on tackling rural crime in Essex and help in developing the Rural Crime Strategy 2022-2024. There are three workshops – 7th, 11th and 21st March. A copy of the Bulletin was emailed to members on 6th March 2022. Councillors are asked to contact the Clerk if they wish to attend.

Stanford Rivers PARISH COUNCIL

- Inspectors report for the Brentwood Local Plan has been received with recommendation that subject to a number of modifications it can be found sound.
- Clerk and Cllr Mrs Jackman attended the EALC larger local councils forum on 2nd March 2022.
- The Essex Minerals Local Plan is currently being reviewed for Policy 6 and a further call for sites. There are no changes proposed for this parish specifically, however a call for sites could potentially affect the Parish.
- Phone call from local resident advising that the Stanford Rivers sign is in need of some maintenance work, and stating that along Church Road there is frequent rubbish left at the sides of the road. The Clerk confirmed she had been given a contact in terms of ironmongery, however the Clerk had looked at the sign and didn't feel there was an issue at this time. The Clerk asked if Councillors were passing could they have a look and report their findings back to the Clerk. With regard to the rubbish, the Chairman advised that this does get cleared on a regular basis. Cllr Jackson advised that if there is a problem with rubbish being cleared, you can make an application for clearance to the Community Payback scheme. The Clerk advised that it was her understanding that there were strict rules in terms of suitable jobs this team could take on, however she would look into this. Cllr Hollington advised that there were now changes to the Council dump in Brentwood in that if you want to bring certain vehicles in there you need to book in 48 hours before you arrive, so this could potentially make a difference to how much fly tipping this parish sees. The Chairman said that the cost of tipping rubbish legally now in terms of land fill tax and VAT about £150, so those dumping rubbish see themselves as saving this money. Cllr Jackson asked if the Clerk had received any feedback following the recent report of fly tipping in the Parish where this Council provided address evidence, to which the Clerk advised she would not receive any update unless there is a successful prosecution.
- The Clerk has been copied into an email from a resident addressed to EFDC complaining about the NPAS helicopters which are based at North Weald Airfield. Councillors were asked to advise the Clerk if they were aware of residents being affected by the noise from these helicopters, to which they advised that no complaints had been received. It was noted that the Air Ambulance has regular pattern to Brentwood, and that can sometimes fly quite low.
- The final 2021/2022 Internal Audit will be conducted on Wednesday 18th May.

P14.888 SPEED DATA PROJECT

Cllrs Jackson and Adams provided an update on the speed data project including the purchase and placing of signage along the A113. It was confirmed that the Speederbot programme was a separate scheme. Cllr Adams advised that he had spoken to the resident who had attended the January meeting, and that this person had helped with the signage and a rough graphic had been drawn up for the two signs which would lead drivers to perceive their speed was being tracked. The suggested sign size was roughly two thirds of the VAS signs. Cllr Adams advised he had contacted the two land owners where the signs would be located, both of whom were happy to place signs on their land, however the exact positioning needed to be agreed. In terms of installation, Cllr Adams suggested the Councils grounds maintenance contractor was asked to quote to install and erect the signs. At this stage, the Council only had a basic account, however both Cllr Adams and Jackson felt that targeted information to support the Community Speedwatch scheme would be very helpful. The Chairman stated that it was important both Cllr Adams and Jackson were allowed to get on with the job and not have to keep coming back to the meeting to agree certain items. Cllr Jackson advised that ultimately this was all about getting people to think about their speed, getting them to slow down, to stop overtaking, and generally make the road safer. It was noted that the sign must be a reflective sign.

P14.889 PLANNING APPLICATIONS

- a. Councillors **NOTED** the following matters:

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below		
NIL		
2. To NOTE any planning applications that have been responded to via the Clerks delegated powers		
EPF/0089/22	The Stables Murrells Farm, London Road Stanford Rivers Ongar CM5 9QE	Proposal: Application for a Lawful Development certificate for existing use of land as garden in LAWFUL
EPF/0190/22	1 London Road Stanford Rivers Ongar CM5 9PH	Proposed first floor side extension.
The Parish Council has NO OBJECTION to this application, however points out that the existing front elevation as submitted is incorrect as it shows two dormer windows that are not present on the existing elevation.		
Councillors noted that subsequent to submitting this response, an email was received from the applicant stating that with regard to the Councils comment that the existing elevation is incorrect, the applicant		

Stanford Rivers PARISH COUNCIL

believes it was submitted as this, as when the building work commenced for the approved elevations (with the additional dormers) the applicant did not have enough time to complete the works and do the dormers as they had just had a 2nd baby and couldn't have a building site going on.		
EPF/0202/22	Willows End Cumley Road Stanford Rivers Ongar CM5 9SJ	Demolition of existing dwelling and construction of replacement chalet-style property with a basement. Resubmission of refused application: EPF/2410/21 NO OBJECTION
EPF/3187/21	Woodside Farm Berwick Lane Stanford Rivers Ongar CM5 9PZ	Construction of entrance gates, piers and walls.
Whilst the Parish Council has NO OBJECTION to this application, it has concerns about the style of the gate, specifically its opaqueness, and requests that consideration be given to an alternative style of gate more fitting to the surrounding rural environment (such as a slatted design) whilst also considering and protecting the security of the applicant. The Parish Council supports the provision of landscaping around the perimeter of the site as proposed within this application		
EPF/0107/22	Hilltop Farm Toot Hill Road Ongar CM5 9LJ	Construction of outdoor, open air swimming pool within garden boundaries. NO OBJECTION
EPF/3259/21	Colemans Farm Toot Hill Road Stanford Rivers Ongar CM5 9QN	Application for Variation of Condition 2 for EPF/3065/18. (Demolition of agricultural buildings, construction of two detached houses, extension to dairy cottage garden, provision of boundary treatment and hard and soft landscaping).- Resubmission of EPF/2815/21.
The supporting documentation for this application states that it is a resubmission of the planning application EPF/2815/21 however is reinforced with additional supporting information and that as previously, this application relates to amendments sought to Plot 1 of the approved scheme only. The Parish Council would like to raise the following points:		
<ol style="list-style-type: none"> 1. No site plan / block plan was submitted with either this application, EPF/2815/21 or EPF/3065/18. The last time such a plan was submitted was with EPF/3460/17. The proposed amendments with this application include a change in footprint, and as such the lack of site plan / block plan means the Parish Council is having to guess how the proposed amendments will affect the site and as such the setting of the adjacent listed building. This was raised for the previous application EPF/2815/21. 2. The Parish Council is unable to identify any differences between this application and EPF/2815/21, and this seems to be supported by the applicants supporting letter which advises it is a resubmission. As such, this doesn't address any of the refusal reasons for EPF/2815/21. 3. The street scenes submitted are in fact not street scenes in the traditional sense (i.e. the scene from the street) but is instead the scene from inside a private driveway. In order to provide an accurate context of the application, the street scene including the properties set in front of this property should have been included. 		
In summary, the applicant needs to provide further clarity in terms of the change to the site plan layout and the street scene in order for the Parish Council to make a fully informed comment.		
EPF/3286/21 and EPF/0057/22	Does Farm 66 Epping Road Stanford Rivers Ongar CM5 9SQ	Grade II listed building application from replacement barn building, and planning permission for the same
The Parish Council has NO OBJECTION to this application subject to listed building officer consent, however asks that the planning officer notes that the following concerns raised for the previous application (EPF/3013/20 and EPF/3024/20LB) remain:		
<ol style="list-style-type: none"> 1. Whilst the suggestion of vertical timber boarding is understood as it would mimic the current barn style, the possible use of horizontal feather boarding should also be considered as this would match the other existing structures on the site and is traditional for this area 2. If permission is granted, we request that a condition is placed on this permission that the use must be ancillary to the main dwelling, and that the barn cannot be used as a dwelling separate to that of the main property of Does Farm. 		
EPF/2121/21	Little Croft Toot Hill Road Ongar CM5 9QP	Proposed demolition & removal of existing stables & barn/ replacement new detached single storey dwelling. (Three-

Stanford Rivers PARISH COUNCIL

		bed, five-person dwelling on the same footprint as the existing buildings on site).
<p>The Parish Council is generally against the principle of converting stables into dwellings / living accommodation due to the erosion of these types of buildings which form part of the countryside's rural character. However taking into account all the factors of this particular application, including the fact that the stables have not been actively used as stabling for over 10 years and the amount of amenity space provided by the donor property, the Parish Council has NO OBJECTION to this application.</p>		
<p>3. To NOTE any planning applications upon which EFDC do not normally accept comments</p>		
EPF/0144/22 DRC	Bobs Barn 46 London Road Stapleford Tawney Romford RM4 1SP	Application for approval of details reserved by condition 3 'Construction Method Statement', condition 4 'Surface Water Drainage', condition 5 'Foul Water Drainage' and condition 11 'Hard and Soft Landscaping' on EPF/2452/19 (Replacement Dwelling)
<p>4. To NOTE any enforcement actions or appeals.</p>		
<p>NIL</p>		
<p>5. To NOTE any other planning matters</p>		
<p>a) Two Barns Epping Road - Councillors recalled from the January meeting that Cllr Brady raised the issue of two barns being erected in fields along Epping Road going towards Stapleford Tawney Parish, along with a lagoon that has been created. Councillors noted with regard to the two barns that on 10th July 2020 permission was granted by way of Permitted Development Rights for the erection for a <i>general purpose hay/straw barn and a separate machine barn</i> on Coalfields Farm, Epping Road, Toot Hill under EPF/1281/20. The Clerk had checked the weekly lists for both May and June 2020, and could not see that this application was included and as such that this Parish Council was informed. The Clerk had raised a direct enquiry with EFDC in this regard as the PC is listed as being a consultee on the iplan portal. The application was approved under permitted development rights as follows:</p> <ul style="list-style-type: none"> Erection, Extension or Alteration of a Building for Agricultural or Forestry use - The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 6 <p>The Clerk has been through Schedule 2, Part 6 (listed below) and can see that the requirement is that the barn must be 'reasonably necessary for the purposes of agriculture within that unit'. The PD requirements stop short of saying the applicant needs to be a farmer. The Clerk noticed however that the application doesn't seem to fulfil the requirement of part A.1 (f) of the act, and that as the sites are within 3km of North Weald Airfield they should not have fulfilled the PD requirement. The Clerk wrote to Nigel Richardson and the Planning Officer (both at EFDC) asking them to explain this, and a response was received from Mr Richardson stating that it had been passed to the planning officer for a response, however accepted it may have been missed. In addition, a response was received regarding why the Parish Council were not notified of the planning application, with the comment that as it was an Agricultural Permitted Development application, the District Council needs to provide a response within 28 days, and as such this would not give sufficient time to consult the Parish Council.</p> <p>The Clerk advised that this permission is now in place, regardless of where the error occurred, and there is nothing that can be done about it. As such it is so important that Councillors remain vigilant for any such occurrences as the Parish Council may not have been advised of certain application and they can go under the radar. If Cllr Brady had not mentioned anything, this Council would not have known. The Clerk did advise Councillors that with regard to this specific planning permission, if within the next 10 years this barn ceases to be used for the purpose it was built, it must be returned to its previous state. Cllr Jackson asked if the Parish Council is expected to be policing such matters, to which the Clerk advised that it was not Councils job to do this, however if they do notice anything untoward it is always best to advise the Clerk so she can investigate or report it to EFDC for further investigation.</p> <p>With regard to the lagoon, the Clerk advised that she had investigated this, and could not see that any planning permission was in place, and as such had subsequently reported this to EFDC enforcement as a possible planning breach for formal investigation. A member of the public had also complained to the PC regarding this matter and the Clerk had been keeping her informed. The lagoon was used for slurry. Cllr Hollington advised that this was probably created as a result of increase in cost for fertiliser.</p>		
<p>b) Planning Decisions</p> <p><u>EPF/0478/20</u> Tawney Oaks Epping Road Stanford Rivers Ongar CM5 9SQ</p>		

Stanford Rivers PARISH COUNCIL

Demolition of part of equestrian complex and erection of bungalow. Full Planning Application
PERMISSION GRANTED 11/2/2022

The Parish Council had no objection to this application

EPF/2140/21

Clements Farm Toot Hill Road Ongar CM5 9LL

Removal of existing stables, store buildings and raised ménage to include fences enclosing the manage etc. Proposed development of a single dwellinghouse. Existing site access off Toot Hill Road to be retained to facilitate access to the new dwelling and other parts of Clements Farm.

PERMISSION GRANTED 16/2/22

The Parish Council objected to this application on the basis of overdevelopment, green belt, and loss of stables

EPF/3187/21

Woodside Farm Berwick Lane Stanford Rivers Ongar CM5 9PZ

Construction of entrance gates, piers and walls.

Permission granted 18/2/2022

The Parish Council had no objection to this application, but asked that consideration was given to more open gates fitting to a rural area.

EPF/1774/21

Land adjacent to Maybanks Farm Ongar Toot Hill CM5 9SQ

Removal of existing barns and construction of a new detached dwelling, including new relocated vehicle access to Epping Road

PERMISSION GRANTED 31/1/2022

The Parish Council had not objection to this application however requested a conditions be placed on the application that the existing barns be removed.

EPF/2849/21

Millside Toot Hill Road Ongar CM5 9LJ

Application to determine if Prior Approval is required for a proposed enlargement of a dwellinghouse by construction of additional storey.

PRIOR APPROVAL REQUIRED AND GRANTED 26/1/22

P14.890 HIGHWAYS AND FOOTPATHS

Councillors noted the following:

a) Local Highway Panel Requests:

- LEPP192054 – A113 London Road, Stanford Rivers Signage scheme – Approved for funding 2021/2022 – Agreed by the LHP to be a priority for the 2021/2022 budget, and estimated completion for Q4. UPDATE: Within the minutes of 17th January 2022 meeting, The Highway Liaison Officer advised that the budget for the 2021/22 municipal year had been allocated and stated that all the agreed schemes may not be delivered this year due to resources. Pages 10-12 of the agenda show the funded schemes list agreed for 2021/22 and those highlighted were the schemes that had been completed. This particular LHP scheme had not been completed and was listed as being one that may well slip into the next financial year. The Clerk confirmed that she had received confirmation that this would now slip into next years funding. Cllr Adams reported to Council that a local resident had asked him if the location of the new gateway signs could be moved further along past the stables, however the Clerk advised that this would not be possible as the signage needed to be located in a specific position based on the speed limits in the area, and that there would undoubtedly be a process to follow to get their location changed. The Clerk reminded Councillors that ECCs response to solving the speeding issues along this stretch of road was to actually increase the speed limit and not increase the 30MPH zone over a longer distance. It was **AGREED** that this Council should try and address this issue again with ECC. Cllr Jackson reminded Councillors that each end of the village has different issues to be addressed, with the example given of wanting a 60-40-30MPH limit at the Woodman end, and that we should look at this again. It was noted that other areas seemed to have a staggered speed limit (Ongar, Abridge), but we had been advised it wasn't suitable for this area.
- 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

Stanford Rivers PARISH COUNCIL

(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. The Clerk advised that there was an update however it cannot be made public at present.

- LEPP202048 - 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. The Clerk advised that there was an update however it cannot be made public at present.
- LEPP202047 – 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. The Clerk advised that there was an update however it cannot be made public at present.
- LEPP212008: A113 Layby near Traceys Farm – request for hedging to be removed and replaced with reflective barriers. Councillors will recall that the Clerk had also emailed EFDC Fly Tipping team asking them to get involved, with the Officer passing this on to the EFDC Senior Waste Development Officer, Julia Walters, however after receiving no response the Clerk has now chased. Response received from Julia Walters saying there is nothing within her remit that she can do other than to pass to the area officer to inspect on its scheduled cleansing day to ensure contract standards are met with regards to litter and detritus being cleansed on the highway. She further stated that she had no powers regarding reflective lighting or enforcing the highways to do anything, and hedge cutting work would also be down to highways. Fly tips are then removed if instructed by the enforcement officer/team after they have carried out their inspections. Julia Walters advised she had copied in the Area Waste Management officer who inspects the cleansing in Stanford rivers. The Clerk advised that Param (LHP Officer at ECC) had confirmed that this issue has now been validated and is awaiting funding for consideration by the LHP – the supporting notes stating “Validation Complete - The request to remove the hedge and install Flexmaster Marker Post (Glasdon) at the above location would not present any obvious issues. Might need an ecology survey to establish any environmental impact the development may have.”
- NEW REQUEST: A new formal LHP request has been sent for the reinstatement of signage outside Piggotts for directional signage towards Toot Hill. This was supported by ECC Cllr Mclvor. ECC LHP Officer has no report of this, so Clerk has forwarded copy of original request and she is investigating this.

b) VAS (Vehicle Activated Signs)

Councillors noted that a meeting of the Working Group has not yet taken place, however one will be scheduled over the coming weeks.

- c) **Rutts Berwick Lane** – The Clerk has been contacted by a member of the public after a vehicle fell into a ditch at the side of the road in Berwick Lane. This was as a direct result of having to move over for a passing lorry. With the more frequent occurrence of lorries along this road due to the building work taking place, vehicles are having to navigate more carefully, and at night it is almost impossible to see the ruts / ditches. The resident kindly provided a sketch of the area in question, and subsequently Cllr Jackson visited the site and took some photographs, reporting back that whilst the road has crumbled in places, those sections are not deep, just muddy and water filled, and the area where the car tipped over at 45 degrees is a gully/ditch but is mostly 2 tyre widths from the road. Cllr Jackson advised that he could understand that drivers may accidentally fall in the ditch at night to avoid a passing car however has doubt highways have any responsibility to manage this. The Clerk has raised a report directly with Essex Highways in this regard, and a response from ECC was received on 10th March 2022 stating “*Our recent investigation of this issue has concluded that it is not as serious as many other issues we are aware of, so we won't be taking any further action on it. This does not mean that this report is not important to us. The location will be regularly monitored through scheduled inspections and we may take action in the future if there has been significant deterioration.*”
- d) **Traceys Farm Flooding A113** – Councillors were asked to provide an update on if there have been any flooding issues over the last 8 weeks, to which Councillors advised there had not been a significant amount of rain to assess the success of the works that have taken place.
- e) **Overgrown Footpath Little End to Ongar** - Enquiry raised in January regarding clearance of footpath between Little End and Ongar – response received from ECC 8th March stating this issue does not fall

Stanford Rivers PARISH COUNCIL

under the remit of Essex County Council so they are unable to take any direct action, but that they have passed this issue on to the relevant organisation for their attention and that ECC will not be able to provide any further updates on this issue. The Clerk contact ECC to ask who the 'relevant organisation' was, and was informed it had been passed to EFDC. The Clerk raised a general enquiry with EFDC asking what their remit was, as the Clerk was of the understanding that it was ECCs responsibility to ensure pathways were clear, and which department would be looking at completing these works. A response was received 10th March confirming an officer had looked at the query and passed it on to the Grounds Maintenance Team (case reference is: FS-Case-407124111) who would respond.

P14.891 RIDE LONDON-ESSEX 100

Councillors noted that on the weekend of 27th to 29th May 2022, parts of Essex will be closed to allow the Ride London-Essex 100 event to take place. Event participants set off from Victoria Embankment in central London and into Essex via the Epping Forest, and once in Essex riders go through rural towns and villages including Ongar, Fyfield, the Rodings, and Great Dunmow, before joining a section of the 2014 Stage Three Tour de France route. Part of this route includes the A113 between Ongar and Passingford Bridge, going directly through the Stanford Rivers Parish, as well as parts of Toot Hill. The Ride London Classique women's tour Race (Sat 28 May) and RideLondon Essex100 mass participation ride (Sun 29 May) is Year 1 of a 5 Year arrangement that Essex County Council has agreed with the organisers, London Marathon Events. Councillors **NOTED** the following:

Road Closures

- **Friday 27 May 2022 - No road closures for the Parish**
- **Saturday 28 May 2022** - Stated as being temporary road closures of 15 to 20 minutes. This could affect Berwick Lane, School Road, Sharps Green and London Road.
- **Sunday 29 May 2022** - Full road closure between 7.30am and 5pm along the A113 between Ongar and Passingford Bridge

Attached to the agenda were two maps which showed the route. Councillors considered the impact of these events on the local community, and what action the Parish Council needed to take (for example publicity in News and Views). Councillors asked what the situation was regarding access for emergency vehicles, to which the Clerk advised that no further information was available at this time but that a further update was expected in roughly three weeks time. The Clerk advised that she was scheduled to attend an online Zoom session with the organisers on 23rd March 2022 when it was hoped further information would be available. Councillors asked that the Clerk raise the following issues at the meeting:

- Business working – how would businesses who work / operate on these days be affected.
- Access arrangements for emergencies
- Access to field by Farmers needing to work the land
- Are there alternatives access routes
- Access for people who work on Saturdays / Sundays
- The Clerk suggest that a list of all potholes along the A113 and those roads affected in Toot Hill should be created with the clear directive to ECC that these must be fixed and made safe prior to the event.

Public Meeting

It was **NOTED** that Cllr Jaymey McIvor had scheduled a public meeting for Wednesday in Ongar however this had cancelled and is set to be rescheduled to a larger venue, however a date and location for this has not been advised at this time.

Fan Zones

An email had been received from Wendy Cockbill, Community Engagement Officer, Community, Culture & Wellbeing at EFDC which states that whilst EFDC is not the organiser of the event, they are keen to support the "activation" aspects locally and, as the route passes directly through this parish they would like to work with the Parish Council to create Fan Zones in the area on both days, and encourage celebrations along the route, particularly on the Sunday with the mass ride. A Fan Zone is essentially a public area where refreshments and entertainment is provided to fans and spectators before and during a nearby event, and on the Saturday this could include for example market stalls (community, local clubs, RideLondon sponsors), exhibitions, cycle displays, music. On the Sunday the focus is to encourage local groups and businesses to provide celebrations and an atmosphere along the route using for example music, food and drink stalls. It goes on to state that the Community Culture and Wellbeing team at EFDC would be delighted to work with the Parish Council on this and to explore any ideas we may have for our local communities. Councillors considered this and **AGREED** that the Parish Council would not be exploring the option of specific Fan Zones along the route, as this was better suited to areas such as Ongar and North Weald.

Stanford Rivers PARISH COUNCIL

Councillors noted that this week, EFDC Communities Portfolio Holder Aniket Patel issued a press release saying that the event organiser is London Marathon Events and that EFDC will be working closely with the organisers to ensure the district is able to capitalise on the phenomenal opportunities an event of this magnitude can bring. He stated that EFDC has a comprehensive 'Activation Plan' in place with activity ahead of the weekend itself including:

- An expanded Cycling 4 Health Programme across the district
- Providing bikeability sessions for local children (this used to be call cycling proficiency)
- Family bike rides
- Working closely with schools they will be sharing an education toolkit around physical activity and supporting pupils to design flags and banners for the event, holding bunting competitions for finish line and so on
- Through Places Leisure they are arranging competitions, challenges and cycling themed activities at EFDC leisure centres

The press release further states that EFDC has reached out to Epping and Ongar Town Councils and will be working closely with them to organise wonderful fan-zones over the weekend itself. There will be stalls, music, arts & crafts, bunting and activities on offer to create a real buzz. They also aim to encourage community groups to come along and have a presence over the weekend. Therefore, it is not thought at this stage that it is the intention of Fan Zones to be along the stretch of the A113 through Stanford Rivers.

It was **AGREED** that given the rural location of Toot Hill and Stanford Rivers, it didn't make sense to hold and organise specific functions along the route, leaving this to the other towns, but that nearer the time a specific News and Views publication should be published advising residents of the event, and how this would impact them. Councillors also **NOTED** that this is a five year deal with ECC, so this event was expected to occur every year for the coming five years.

P14.892 QUEENS JUBILEE 2ND to 5TH JUNE

Councillors recalled that it had been agreed to hold an event to mark the Queens Platinum Jubilee taking place between 2nd and 5th June 2022, with a specific event being held in Toot Hill on Thursday 2nd June culminating with the lighting of a beacon in the evening. The Clerk advised that following the article in the latest edition of News and Views, she had received an email from the previous Clerk of 1977 who organised the last major jubilee event, offering her services to assist. The Clerk had emailed her back. The Clerk advised that the event could only be held if members of the Council and the Community were involved, as the Clerk could not do this by herself, and so far there were only 2 people who had put themselves forward to help. The Chairman and Cllr Adams would not be able to assist. The Clerk asked if Councillors could put the word around to see who would be willing and available to help, and that she would specifically contact Cllr Tallon to see if his Christmas tree group could help. Councillors discussed what type of event it should be, and the following was agreed.

- Location - It would be held on the Toot Hill village green triangle.
- Beacon – the event would primarily be about the lighting of the Beacon. The Chairman was preparing the beacon, and confirmed that a skip lorry or something similar would be needed to place the Beacon on the Green, then all that was needed was a ladder to get the wood in the beacon. The beacon would be lit around 9pm alongside the whole country. The Clerk and Chairman will liaise.
- Safety – Clerk will conduct a full risk assessment both prior to the day and on the day. Sam Knipes confirmed he would be available on the evening with a supply of water to extinguish the Beacon at the end of the event. A small barrier would be in place around the Beacon to ensure nobody got too close. There will be barriers erected at various places around the green.
- Event – community evening picnic type of event with refreshments – cakes, sandwiches and soft drinks would be available. Residents to be encouraged to bring their own picnic blanket or chairs. The Clerk will have some tables to be used for the drinks and refreshments, however these will generally not be available for public use.
- Funding - £865 received from the National Lottery fund towards the event, including bunting and table wear.
- Insurance – Clerk will advise the Parish Councils insurance company of the event.
- Sam Knipes advised he would try and obtain some beacon lights to alert the traffic that there was a public event going ahead.
- Clerk will create a booklet / N&V specifically about the Jubilee event, giving some history and details of the events to go to all homes.

P14.893 PLANNING COMMITTEE MEETINGS

Councillors recalled that this Parish Council has in place the process of Delegated Powers with regard to planning comments, meaning the Clerk is able to consult with Councillors regarding planning applications and create a planning response according to the responses she receives. This has been discussed numerous times over the past two years, with some Councillors feeling that this process is less than transparent. Following the January

Stanford Rivers PARISH COUNCIL

meeting at which a member of the public attended to address Councillors regarding concerns he had about a planning application that the Parish Council had already commented upon, Council considered if there was a more transparent way of deciding planning responses. Councillors were reminded that this Parish Council is a Statutory Consultee when it comes to planning applications, meaning this Council does not make planning decisions, but provides comments to the Local Planning Authority. Councillors **AGREED** it would set up a Planning Committee to address planning matters outside of Parish Council meetings, although planning matters could also be considered at full Council. The Committee would consist of all Council members and would be held as and when there were planning matters to be considered. The Terms of Reference for the Planning Committee were **AGREED**. It was **AGREED** to publicise such meetings using social media. The Clerk confirmed she would set up a Stanford Rivers Facebook group and that this could be used to publicise such meeting, as well as placing the statutory notices on Notice Boards. The member of the public present agreed he would try and source additional keys for the two notice boards in the Parish.

P14.894 DEFIBRILLATOR LITTLE END

- a) **Location** - Councillors recalled that at the last meeting the Clerk was asked to contact Piggotts to establish if they would be willing to consider allowing the placing of a Community Defibrillator on the wall owned by them and to supply the necessary electricity for the defibrillator. After speaking directly with Piggott's, the Clerk was advised that this building is now owned / occupied by London Hoist and that Piggotts have nothing to do with it. The Clerk contacted London Hoist, both by phone and email, to ask if they would consider the same, however no response has been received. Councillors were therefore asked to consider the original suggestion of having a solar powered Defibrillator located on the public maintainable highway at this location, or if there are any other suggestions for alternative locations. The Clerk has been liaising with ECC Land Management team to establish if this is possibility. The cost of said defibrillator cabinet would be £2,075 excluding VAT, plus there would be installation costs and the cost of the Defibrillator itself. The Grant Funding available via ECC is thought to be around £1,000. The Clerk would also try and source funding to support this project. The Clerk explained that the Defibrillator could be located on highway land subject to the Council having a licence agreement with ECC. Cllr Jackson enquired as to there being enough space for pedestrians walk this route. Councillors **AGREED** that prior to moving forward with a solar powered defibrillator, the Parish Council should try once more with London Hoist and that the Chairman should write to the owner formally asking them if they would be willing to consider this.
- b) **Funding** - The Clerk has formally contacted ECC Cllr Mclvor asking him to confirm that £1,000 funding would be made available towards the supply of a community Defibrillator within Little End.

P14.895 PARISH COUNCIL INSURANCE

The Parish Councils insurance was due for renewal on 31st March 2022. The Clerk provided details of the different quotes she had received, and it was **AGREED** to renew the Councils insurance with Zurich at a cost £838.33 for 2022/2023.

P14.896 MEMBERS REPORTS

- Chairman's Report – The Chairman reported that Anthony Purkis of Theydon Bois Parish Council had contacted him to confirm that EFDC would be creating a budget specifically to assist with the maintenance and management of Finger Posts in the district. Councillors recalled that in the past this Council has funded the renovation and replacement of some finger posts due to lack of support from both EFDC and ECC.
- Vice Chairman's Report
 - Cllr Jackson had reported a broken drain cover and missing manhole on the verge of the A113 up towards Murrels Farm (report ref: 2760692) and had received an email to say this has been reported before, and that he would be kept up to date.
 - Cllr Jackson reported he had read an article in the press of a village somewhere in the UK that had installed their own Wind Turbine and were providing electricity to the community, and that he had contacted to the Clerk to see if this was an option given the large increase in electricity costs. The Clerk had looked into this, looking at the land that the Parish Council owned, and advised that the Council does not own a piece of land large enough to fulfil the requirements of installing a wind turbine. Cllr Jackson then asked if perhaps there would be somebody who owned a field close to Toot Hill who may consider having a discussion with the Parish Council regarding this. It was **AGREED** to place this in News and Views.
- District and County Councillor Reports - None
- Parish Councillors Reports - None

Stanford Rivers PARISH COUNCIL

P14.897 TOOT HILL VILLAGE HALL

- a) Councillors considered the need to increase the hall hire fees for 2022/2023. As detailed at the January meeting, the hall is expected to make a loss both this financial year and in 2022/2023. Hall hire rates remain low when compared to other halls in the area, and this was deliberately kept so when the Parish Council acquired to hall in light of the COVID pandemic and because it is primarily a local village hall. Attached to the agenda was a copy of the current hire rates. The Clerk had obtained comparative rates for other halls in the area and provided these to Councillors. After considerable discussion, it was **AGREED** the hall fees should be increased by £2/hour for all usage. Councillors felt this could be justified in order to ensure the hall was as close as possible to covering its running costs, and that this increase would not be too much of a burden on either the community members who hire the hall or regular hall hirers. In addition, these hire rates would still be cheaper than other halls in the locality. Cllr Hollington raised the query regarding the capacity of the hall, and the Clerk confirmed she would look into this.
- b) Clerk is scheduled to meet with an electrician w/c 7th March to look at repairs to a number of lights, timer for kitchen light and for PAT testing quote, along with rectifying any of the issues raised as a result of the recent Fire Risk Assessment.
- c) The Clerk has not yet liaised with Cllrs Hollington and Tallon regarding the actions from the Fire Safety Risk Assessment however this will take place in the coming weeks.
- d) A date for the garage clearance should be set for spring – Councillors were asked who would be available to assist with this clearance, and what would be needed in terms of taking any rubbish away. It was suggested that in the first instance everything should be taken out and if to establish if there were items that members of the public may want to come and take away. It was noted that a light was needed for the Garage, and that this could be purchased from Amazon. The Clerk also advised that the Garage has an alarm, so that when the door is opened it goes off, however the Clerk had no idea how to turn it off, to which the member of the public advised there is a key to the alarm that he holds. It was **AGREED** the Clerk would contact Matt to try and set a date for the Garage Clearance.
- e) Councillors noted that the weekly COVID clean for which the Council received funding will cease on 31st March 2022, and after this time the hall cleaning will be for 1.5 hours per week, however if the hall booking increase this may need to also increase.
- f) The Clerk was horrified to receive a County Court Summons from Pannone Corporate on behalf of PRS/PPS for an outstanding bill for the music licence. The Clerk immediately contacted the company and advised of the history in terms of communication between the Clerk, PRS/PPS and Pannone Corporate themselves, and received an apology stating that the information the Clerk had sent had not been passed through to the correct team. This was backed up by an email from Pannone Corporate. The Clerk still awaits an update from PRS/PPS regarding the music license payable for the hall.
- g) The Legionella annual test has been conducted and a certificate of compliance received.
- h) The Clerk applied for grant funding via the EFDC Omicron Hospitality and Leisure Grant scheme, however this was refused on the basis that Parish Councils are not eligible for this grant.
- i) The Annual Service of the Boiler was completed on 25th January 2022 and a report received.

P14.898 NEWS AND VIEWS

The next edition will include the Queens Jubilee and the Ride-London-Essex 100 events.

P14.899 FINANCIAL REPORTS

The following payments were **AGREED**.

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary February and March 2022	£914.73
BACS	HMRC	PAYE February and March 2022	£228.60
D/D	PWLB	PWLB Payment	£1,470.63
BACS	David Wickham	Clean Toot Hill VH January and February, Phone box tidy and COVID cleans and cleaning	£388.37 (£0 VAT)

Stanford Rivers PARISH COUNCIL

		materials	
BACS	Hellabys	Annual Boiler Service	£117.00 (£19.50 VAT)
BACS	Robert Wilson	Printing of News and Views Jan 2022	£140.00
D/D	Eon	Electricity supply Toot Hill Village Hall Feb 2022	£36.98 (£1.76 VAT)
BACS	CPRE	Annual Membership	£36.00
BACS	Zurich	Parish Council insurance 22/23	£838.33
BACS	Adriana Jones	Stamps News and Views	£198.00
BACS	EON	Electricity Supply Toot Hill Village hall March 2022	£32.58 (£1.55 VAT)
BACS	Calor Gas	Standing charge Gas	£20.59 (£0.98 VAT)

Bank Balances as at 28 February 2022

Unity Current Account 4775	£ 5,921.38
Unity Deposit Account 4788	£ 59,541.44

INCOME:

- £ 30.00 – OWS THVH 21/3 (BACS)
- £ 59.40 – High Country Ladies Group THVH Feb/Mar/Apr (U000039)
- £121.00 – Forest Pilates THVH 3 months (BACS)
- £270.41 – EFDC Reimb xmas lights and tree (BACS)
- £ 84.70 – Nelson THVH 2/1/22 (BACS)

b. Update on Cllr Tallon change of signatory

Following further concerns raised by Cllr Tallon as to the ability to liaise with Unity Bank, the Clerk spent over 1 hour on the phone with Unity on the morning 8th February, following which they agreed to reset and send out Cllr Tallon's log on details, however after liaising with Cllr Tallon further this information was not received. The Clerk had subsequently raised a formal complaint with Unity. A response was received 7th March apologising asking us to provide a date and time when Cllr Tallon could be contacted.

P14.900 DATES OF NEXT MEETINGS

Councillors are asked to **NOTE** the date of the next meeting:

- 12th May – 5.30pm Toot Hill Village Hall, followed by Annual Meeting of the Parish 7pm
- 14th July – 5.30pm Toot Hill Village Hall
- 8th September – 5.30pm Toot Hill Village Hall
- 10th November - 5.30pm Toot Hill Village Hall

Councillors were reminded that meetings must be held in person.

P14.901 GIGACLEAR – TOOT HILL VILLAGE HALL

Councillors recalled that Gigaclear offer a Community Hub scheme where qualifying village or community halls were able to sign up to receive Broadband free of charge for a period of 1 year subject to a number of requirements being met. Further to the Clerk writing and chasing every possible contact in Gigaclear, a response has now been received from Andrew Lipski, Gigaclears Community Engagement Manager, apologising for the delay and confirming that he is happy to progress the application. This will involve the Parish Council signing up to a Partner Agreement, a copy of which was attached to the agenda along with a reminder of the benefits of the scheme. The Clerk talked through the Partner Agreement in detail, including all the requirements. It was noted it would be a non standard installation, so there could potentially be a cost to getting the wire from the main road to the hall, however they would advise us of this. The Clerk advised that she was not particularly comfortable with the proposed tariff onto which the Council may be transferred to after the FOC 1 year, and Councillors agreed, however it was felt that the Council would be able to negotiate a deal after this time or if not finish the contract agreement. Councillors **AGREED** to sign up to the Community Hub scheme, and that the Clerk could sign the agreement on behalf of the Council.

Signed Date