

Stanford Rivers PARISH COUNCIL

MINUTES

Meeting: PARISH COUNCIL

Date: 8th September 2022

Time: 5.30pm

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

PRESENT:

Councillors (5) Cllr Glover (Chairman), Cllr Jackson, Cllr Mrs Jackman MBE, Cllr Hollington, Cllr Tallon. Cllr Adams was also present via Zoom, however as he was not physically present he could not be recorded as being in attendance for the purpose of minutes.

Also in Attendance (1) - Adriana Jones – Clerk

Members of the Public (1)

Members of the Press (1)

QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed members of the public present and invited one resident who had wishes to address the Council to do so at this point. This was regarding a matter contained within the agenda under item 9 'Overgrowth through Little End'. The resident expressed her concern about the inability to use this stretch of road, and asked what could be done about it. The Chairman summarised advising that the Parish Council had reported this issue, and it had also been chased up on our behalf by ECC Cllr Mclvor, however no action was proposed at this time. The resident stated that there is no public transport between Stanford Rivers and Ongar, and if you don't have a car the only other way to get to Ongar is to walk or cab, however the pathway between Little End and Ongar is no longer safely useable. It was noted that the Highway Rangers could not complete any maintenance work on this stretch as the speed limit on this part of the road was greater than 30MPH. The Chairman suggested the Parish Council could look at quotes to cut this back, to which the Clerk advised that this would have its own problems in terms of health and safety. Cllr Jackson stated it was likely that the road would need to be closed. Cllr Hollington advised that this would not be necessary if you had a strimmer. The Clerk advised that the difficulties included the fact that the Parish Council did not own these hedges, and as such did not have permission to cut them back, plus the H&S of anybody the PC employed to complete the work. Cllrs Mrs Jackman suggested this PC write to the Chief Executive of ECC saying it has been outstanding from 2019. It was noted that the Parish Council did not have the authority to do the work on somebody else's land, including highway land. The resident explained that her concern was that if anybody was walking along this stretch in the dark, you only have to get your feet caught in the brambles and you would be in the road. She further stated that even if trying to walk it in daylight hours, you have to step into the road at least 8 times. Cllr Jackson again emphasised the 375 bus that could simply be extended to Ongar which would assist with providing public transport to our residents to get to Ongar. After further discussion, it was agreed that the Council would get Everything Epping Forest to do an article with a picture saying that residents can no longer walk this passage safely, but that ECC have no plans to do anything about it. Councillors felt it was unacceptable that this pathway wasn't maintained for the safe passage of residents. It was agreed the Clerk would arrange for a photo and would liaise with EEF regarding an article, and that EEF could possibly obtain a comment from ECC Chief Executive. Cllr Jackson suggested getting a comment from the Care home near Passingford Bridge who would benefit from an extended 375 service. The Chairman suggested the resident should also contact ECC Cllr Mclvor regarding this matter. It was also agreed that Cllr Hollington would try and obtain details in terms of land ownership along this entire stretch in terms of riparian ownership of hedges. It was also agreed that the Parish Council should write to ECC the Chief Executive regarding this matter. The Chairman thanked the resident for taking the time to attend, advising that the Council sympathises with the situation, and will do what we can to try and get this matter resolved.

P14.947 APOLOGIES FOR ABSENCE

Apologies received from Cllr Saridja. Apologies had also been ECC Cllr Mclvor and EFDC Cllr Brady.

P14.948 OTHER ABSENCES

None.

P14.949 DECLARATIONS OF INTEREST

None

P14.950 MINUTES

Councillors **APPROVED** the minutes of the Parish Council meeting held on 14th July 2022, and the Planning

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Committee meeting held on 11th August 2022, as attached to the agenda.

P14.951 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Members **RECEIVED** a verbal report from the Clerk as follows:

- The Clerk has emailed Cllr Mclvor the list of potholes this Council has put forward to be considered by the ECC Member Led pothole initiative, and Cllr Mclvor has in turn forwarded this on to ECC for action. A copy of the list was attached to the agenda. Cllr Mrs Jackman had seen earlier in the day a pothole between Ongar Road and Hopp Gardens, and the Chairman confirmed he would look at this.
- The Council's presence at the Toot Hill show was felt in general to be positive. It was agreed that the spot next to the community police activity was a good position.
- The Clerk confirmed she had visited Connaught Nurseries earlier in the day to look at the Abies Concolor tree for Little End, Stanford Rivers, stating that she was a little disappointed with it. The tree was 3m high, however was not particularly full, however it was thought this would fill out over time. The cost of this tree was £1,150 plus planting costs, thought to be around £400. If Connaught plant the tree, they guarantee it will take. Whilst there, the Clerk had seen another tree – an English Yew Tree – a beautiful tree that would far better in this location. The Clerk presented to Councillors pictures of the trees that she had seen. The English Yew was more expensive, but looked much more like a Christmas tree. The cost of the tree was thought to be around £2,800. The Clerk confirmed the annual outlay for the Christmas tree at Stanford Rivers was normally around £400-500, as we have to purchase the tree, get it erected and decorated, then the removal and disposal of the tree. It was noted that at present only £1,150 had been agreed. Councillors were briefly shown pictures, and were also slightly underwhelmed with the Abies Concolor, however at the same time were concerned about the expense of the English Yew. It was noted that it would be about 5 years to recover the cost of the English Yew. It was **AGREED** that the Clerk would send details of the tree options to Councillors, including pictures, so that Councillors could agree which tree they felt would be best, and that the Clerk could purchase the tree by way of majority under delegated powers up to the value of £2,800. Councillors recalled that they wanted a relatively slow growing tree.
- The Clerk has ordered two sets of defibrillator pads for Toot Hill – pads that can be used for both children and adult.
- The Clerk has requested an update from ECC concerning the piece of land on licence to the property adjacent to Jubilee Green.
- Website has been updated with GDPR items.
- Smaller Authorities Audit Commission – option to opt out. The Clerk explained that the SAAA select an external auditor every five years, and are in the process of sourcing an auditor for the next five years, However this Parish Council does not need to go with this appointed auditor. The cost of the external audit is £240. The Clerk recommended the Council sticks with the appointed auditor.
- The Clerk has written to all Clerks in the Epping Forest District Concerning Planning at EFDC, together with Cllr Chris Pond regarding having another branch meeting. To date the Clerk had received 8 responses all with negative responses.
- Start thinking about Christmas lighting event date at Stanford Rivers – We have been advised that the Toot Hill Event is normally the first Sunday in December, meaning the Stanford Rivers event should either be 27th November or second Sunday in December. It was suggested 27th November should be the preferred date, however this would be confirmed at the November meeting. The Clerk would start looking at the necessary arrangements.
- Confirmation received from EFDC that £15,000 worth of funding to support a project to introduce a heat pump to Stanford Rivers Village Hall for the financial year 2023-2024 has been submitted, and EFDC expect to know whether the bid proposal has been accepted or needs to be revised by the UK Government by early October. Cllr Mrs Jackman advised that she had heard the cost to run an air source heat pump could be very expensive and expressed caution. Cllr Jackson advised that he was aware installing a heat pump could halve the electricity supply costs. The Clerk advised that if we could source funding for the supply of a heat pump, then we will be solving a number of problems, including helping our own carbon footprint as well reducing costs. Cllr Hollington said that you need a three phase supply of electricity if you have an air source heat pump. It was **AGREED** the Clerk would check what supply we have.
- The Clerk has asked the EA for an update on the River Roding project as it has been some time since there was an update.

P14.952 NEIGHBOURHOOD WATCH

Cllr Adams advised very little activity and nothing directly in our area over last period. One incident in Stapleford RM16 range rover theft. He posted on Facebook and WhatsApp groups the training for the community speedwatch as requested by Cllr Jackson.

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P14.953 VEHICULAR SPEEDING AND SAFETY MATTERS IN THE PARISH

a) Community Speedwatch

Cllr Jackson advised that CSW team were going to take away site that had been agreed along Toot Hill Road as it hasn't been used, however the reason why was because the CSW Team had never been advised it had been authorised for use. This has now been corrected and Cllr Tallon had organised an event but rain had stopped play. Hope to do this soon. 6am along this stretch is a bad time for speeding, and if people do drive at the correct speed cars will overtake causing another problem. A CSW event did take place along London Road recently, with around 40 vehicle recorded as speeding. Cllr Jackson stated that had tried to get PC Cook to attend a CSW session, however this had proved very difficult, however the Clerk had suggested Rob from the Rural Engagement team may be willing to come out. North Weald are setting up a training date. It was also noted that a Councillor from Theydon Mount had approached the Clerk about CSW who had suggested he contact Cllr Jackson.

b) Speederbot

Cllr Adams advised that he had not yet been able to get the data from the developer to set up our own account and on our website. Cllr Adams suggested he could ask this contact about getting data for a section in Toot Hill if Councillors thought this would be worthwhile. Cllr Tallon said this could be interesting and may be worth a conversation. It was **AGREED** Cllr Adams and Cllr Tallon would liaise.

c) Parking at Mill Lane, Triangle

The Clerk advised she had spoken Paul Seabright of the NEPP regard what options were available to stop people parking on this triangle. Paul had stated that this Council does have some options including the possibility of double yellow lines around the triangle which they would enforce, however in order to get to this point community support would be needed and a public consultation. In addition, despite the fact that people were parking on this triangle illegally, the Council did need to think about if this would simply push the problem somewhere else. Cllr Tallon felt it would. It was **AGREED** that this issue should be considered alongside speeding and parking issues in general, as more thought was needed to ensure that a solution did not cause a problem elsewhere. It was noted that EFDC own the semi circle green by Barnmead. It was also noted that the Clerk was liaising with Cllr McIvor to establish if he would support having sleepers around the triangle.

d) Parking in the layby at Barnmead

The Clerk had been advised that the layby in front of Barnmead is private land, possibly owned by EFDC, however the Clerk was currently liaising with EFDC Estates and Land at present to confirm this. Cllr Brady is also involved, however the matter is currently ongoing. Cllr Tallon advised that there were some serious concerns about the parking locally with cars that were not thought to be residents cars but cars for sale, and that this could be an issue for the village going forward. The Clerk advised that what she was trying to establish was who has a legal right to park in that layby, as this was essential in order to find a way forward. NEPP had advised the Clerk that they would not enforce any parking issues in this layby, so it would be up to either the landowner or the Parish Council assuming they could find a way to legally enforce it. It was **AGREED** the Clerk would continue to investigate this matter and report back at the next meeting.

e) Parking on corner contravening the Highway Code

The Clerk advised that following her conversation with the NEPP representative, she had been directed to the Essex Act which is a legal mechanism open to Parish Councils where we can enforce certain highway issues. Cllr Jackson advised that people can always call the police if somebody is causing a highway obstruction, to which the Clerk advised she had put this in N&V.

f) Speed Camera Requirements

This was briefly raised at the July meeting and was also recently discussed at a site meeting between the Clerk and Cllr Adams. The Clerk has researched what the requirements are for the installation of a speed camera, as it had always been thought they could not be located in areas where there was no street lighting. As part of this investigation, the Clerk contacted the Safer Essex Roads Partnership, and received a very detailed response, a copy of which was attached to the agenda. The Clerk confirmed that the criteria for installing a speed camera is out for debate and change at present, so there is no fixed reference we can use at this time. The Clerk had asked if it made a difference if the Parish Council paid for it, to which she was advised no, and that it is wholly up to ECC.

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g) Vehicle Activated Signs

- **Toot Hill** - The Clerk has emailed ECC to establish the first stages of the process to consider if the proposed location of a VAS in Toot Hill is acceptable. The response received states that this '*would need to be considered by your local County Councillor in the first instance, regardless of who pays as there needs to be speed surveys, feasibility studies done etc. Therefore, please contact your Local County Councillor, providing details of this suggestion, so they can consider how to take this matter forward. If they support this request, they can then raise the matter with the appropriate Local Highway Panel on your behalf.*' The Clerk has therefore added this to the list of issues to discuss with Cllr Mclvor.
- **Little End** - The Clerk contacted the company mentioned at the July meeting who were said to supply a VAS with integrated camera and technology. A response was received detailing a new type of Community Speedwatch automated camera. Full details have been sent to Cllrs Jackson and Adams to review. Cllr Jackson advised that these signs were similar to the normal VAS signs, however at the top there is a section that flashes the number plate of any car that is speeding which gives more of an impact. Unfortunately this was not enforceable. The price isn't particularly extortionate, however it was unclear at present if this was an approved sign in Essex. Cllr Jackson stated that if the price difference wasn't huge, we would prefer the sign which flashes up the number plate. There were a couple of issues however, in that the one shown is on a tripod which would not work for this Council, we would need one fixed to a pole. It is possible that the police could download the data and may take action, so we would need to speak with the police. It was summarised that the issues were cost and if it was an approved VAS by ECC highways, however the psychology number plate element of the sign was great. Cllr Adams stated that when you look at this alongside a speed camera, we ought to get a clear idea of what might happen with a potential speed camera and if this was non starter then this would be the next best option, especially if the data can be downloaded. It was **AGREED** the Clerk would look into this further. Cllr Jackson asked if grant funding was available for a VAS, to which the Clerk advised it was not and that the reason this came up for discussion was that ECC changed the rules to allow Parish Councils to pay for VAS.

h) Overgrowth through Little End

The Clerk confirmed she had met with Cllr Adams to talk through his thoughts about suggested actions to try and slow speeding through little end. Cllr Adams had raised this at the July meeting, stating that if we could alter the perception of Little End with drivers so it's clearer they are driving through a small village this could impact on the speeds that are driven. Cllr Adams had suggested that if the hedges and verges could be cut back, along with the overgrowth, coupled with some planting along the verges, it would be clearer. The Clerk stated that the issue with the path from Little End through to Ongar was that the PC didn't own the land. Cllr Adams explained further about the reasoning between wanting to tidy up the land areas around London Road, visually there is an idea you are travelling through a looked after, well maintained village area. The current state of the verges does not give this impression. Cllr Adams asked the Clerk if she had met with the Councils grounds maintenance contractor yet, to which she confirmed she had not. The Clerk asked Councillors what their thoughts were if the Council could find a way legally to complete this work, would they support it. Councillors agreed they would, however Cllr Jackson said it would need to be a regular thing and not a one off. Cllr Hollington suggested finding out who the landowners were and asking them to clear it. The Clerk advised that there was a legal definition as to who was responsible for the maintenance of verges up to the highway, however stated that there were so many landowners along this stretch it would be difficult to do. The Clerk asked of Cllr Hollington could find out who the land owners were from the 30MPH from the Woodman all the way to Ongar. There was some discussion about who owns the land. Cllr Adams stated that in general he didn't think the farmers would be interested in doing much, however he had spoken to one local farmer who wouldn't have a problem with the PC completing such works.

Cllr Hollington mentioned about the overgrowing Leylandii at the narrow point through little end, stating that it remains overgrown and should be cut back. The Clerk confirmed this Council had written to the landowner previously.

P14.954 PLANNING APPLICATIONS

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below		
EPF/1889/22	Woodrow, School Road, Stanford Rivers, Ongar, CM5	Single storey double garage

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	9PU		
<p><i>Whilst the Parish Council remains concerned about the siting of this building given its proximity within the street scene and being positioned considerably forward from the main dwelling, it is noted that the height has been reduced meaning the impact on said street scene is lesser than the previous application. The Parish Council feel an open cartlodge design would be more appropriate for this setting, however in essence has NO OBJECTION to this application. As a side note, the Parish Council would like to encourage the applicant to allow the continued growth of the hedging at the front of the property which will help screen the proposed building. In addition, if permission is granted, the Parish Council would like to see any necessary controls or conditions placed onto the permission so that any changes to the garage would necessitate an application for planning permission, the reason being to ensure the protection of the street scene.</i></p>			
EPF/1705/22	60, Epping Road, Stanford Rivers, Ongar, CM5 9SQ	New Dwelling	
<p><i>The Council continues to challenge the assertion by the applicant that this land is classed as 'infill'. The land in question is garden land being linked to the host dwelling, namely number 60 Epping Road. Garden Land is specifically excluded from the definition of previously development land within the NPPF. Whilst there is no definition of 'infill', it implies a space between two objects. There is a significant distance between 60 Epping Road and Does Farm of around 80 meters, therefore the placing a house between these two properties cannot be regarded as infill. Whilst the application has very slightly changed from the previous application, it still remains that no special circumstances have been provided to justify the proposed new dwelling, and as such the Parish Council wishes to object on the basis of overdevelopment in the Green Belt.</i></p>			
EPF/1834/22	Land at Steers Farm, School Road, Essex, CM5 9SD	Application for Variation of Condition 2 for EPF/1889/19 (Proposed new infill detached 5 bedroom house with detached carport.) to alter the size and design of the proposed garage.	
<p><i>The Parish Council OBJECTS to this application on the basis of overdevelopment. The proposed change would create a significantly large detached carport which would be entirely out of keeping with the street scene, and create an obtrusive and unsightly distraction from what is primarily an open fronted residential setting. It would be an overly prominent and out of character feature.</i></p>			
EPF/1835/22	Land at Steers Farm, School Road, Essex, CM5 9SD	Application for Variation of Condition 2 for EPF/1889/19 (Proposed new infill detached 5 bedroom house with detached carport	
<p><i>The Parish Council OBJECTS to this application on the basis that it will create a second floor to the property visible on the northern front elevation, which would create a loss of privacy for the properties opposite the application site as well as the site itself. This area is an open vaulted ceiling in the approved permission, and this alteration would create a floor to ceiling wall of glass of a bedroom with a direct view into the opposite properties, who would in turn have a direct view into the rooms of application site. The difference between this side of the property and the southern side (which already has a second floor) is that the southern side is protected to some degree by a hedge, however the northern side is where the access gate is, leaving a full and open view. In addition, the proposed configuration changes means that both these front facing second floor rooms are bedrooms with floor to ceiling windows.</i></p>			
2. To NOTE any planning applications that have been responded to via the Clerks delegated powers			
NIL			
3. To NOTE any planning applications upon which EFDC do not normally accept comments			
EPF/1724/22	22 Murrells Farm, The Stables, London Road, Stanford Rivers, Ongar, CM5 9QE	Application for a Lawful Development certificate for a proposed installation of x24 no. solar panels.	
EPF/1957/22	Four Elms, Mutton Row, Stanford Rivers, Ongar, CM5 9QQ	Application for Approval of Details reserved by condition 3 'drainage' for EPF/1338/22. (Change of use from agricultural land to equestrian ménage, stables & paddock, construction of ménage and construction of stables).	
4. To NOTE any other planning matters			
NIL			
5. To NOTE the following planning decision by EFDC			
EPF/1456/19	Maybanks Farm 7-9 Epping Road Stanford Rivers	Application for Approval of Details Reserved by Condition 4 "assessment of the risks posed by any contamination" for EPF/0043/19. (Prior	Disposed

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	Ongar Essex CM5 9SQ	notification approval application for proposed change of use of agricultural building into two dwelling houses (C3)	
EPF/1980/19	Land to south side of Steers Farm School Road Toot Hill Ongar Essex CM5 9SD	Application for Approval of Details Reserved by Condition 9 "Phase 2 site investigation" and 10 "detailed remediation scheme" for EPF/1780/16. (Proposed new infill detached x 4 no. bedroom house with a detached carport).	Disposed
EPF/1027/22	3 Cumley Road Stanford Rivers Ongar, Essex CM5 9SJ	Certificate of lawful development for a rear garden room.	Lawful
EPF/0832/22	38 London Road Stapleford Tawney Romford, Stapleford Tawney RM4 1SP	Application to determine if Prior Approval is required for a proposed x1 no. shepherds hut to be placed on land, with x2 no. windows& a door. <i>The Parish Council stated this was unlawful.</i>	Not Lawful
EPF/0645/22	Oak Lodge Stud Mill Lane, Stanford Rivers, Ongar Essex, CM5 9SF	Application for approval of details reserved by condition 4 'Drainage', condition 6 'Ecological Survey', condition 10 'Flood Risk Assessment', condition 11 'Contamination' on planning permission EPF/1603/20 (Demolition of existing stables, menage, round	Split
EPF/0942/22	17 London Road Stanford Rivers Ongar, Essex CM5 9PH	Proposed two storey full width extension to front elevation. <i>The Parish Council had no objection to this application</i>	Approve with Conditions
EPF/1000/22	Woodrow, School Road Stanford Rivers, Ongar Essex, CM5 9PU	Detached double garage. <i>The Parish Council Objected to this application</i>	Refuse

P14.955 LICENCE APPLICATION

At the July Parish Council meeting, the licence application for Toot Hill Golf club was discussed. After further information was obtained following the meeting, the Clerk submitted, under delegated powers, the following comments on behalf of this Council:

1. *The parish council OBJECTS to the proposed licensing hours up to 12pm for both alcohol and music. In order to protect the amenity of residents (given the rural location) this should be reduced to 11pm.*
2. *The parish council OBJECTS to the off sales element of the alcohol licence. We can see no reason why this is needed given this is a Restaurant, and providing such a licence would / could create unacceptable disruption and antisocial behaviour for our residents.*

There are no other concerns.

The Clerk received confirmation that the comments raised were valid points, and the Council was invited to attend the Panel Licensing Sub Committee hearing on 6th September 2022 at 10.15am. The Clerk attended and presented this Councils case, after which a decision was made by the Committee to grant the licence, however there was a condition placed on the licence that the off sales element of alcohol sales will be limited to people who are dining and may wish to take away a bottle of wine, and that no live or recorded music is permitted outside after 23:00. There was no licence in place for people to simply turn up and purchase alcohol. Councillors were advised of their right of appeal to the magistrates court within 21 days of written notice of this decision.

P14.956 HIGHWAYS AND FOOTPATHS

Councillors noted the following:

a) Local Highway Panel Requests:

Councillors **NOTED** the next meeting was scheduled for 29th September at 5pm. Updates to the schemes were as follows:

- LEPP192054 – A113 London Road, Stanford Rivers Signage scheme – Moved into 2022/2023 financial year. Cost £16,500. No date for completion yet. The Clerk had emailed the LHP co-ordinator directly asking for a date when these works will be completed, however Cllr McIvor had subsequently advised that she had left and suggested future correspondence goes to him.

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- 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. Awaiting Funding. Cost; £8,000. NOTE: This was not submitted by the Parish Council.
- 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. Cllr Mclvor has contacted the Clerk and advised that a speed and volume survey was completed along this 60MPH stretch of road, and that as the results don't indicate a speeding issue it does not meet the criteria for the LHP to install a VAS, therefore it will not be progressed any further. Cllr Mclvor has asked this Council what action it would like him take regarding this matter. It was suggested that highways should be asked to put mirror up to assist with visibility.
- LEPP202047 – A113 London Road, Stapleford Tawney, request for traffic calming measures and signage JW Epping Lane / A113, at Validation Stage. NOTE: This was submitted by the Parish Council, but is not within the Parish. UPDATE: Agreed at the 21st March 2022 meeting that this scheme to be delivered in the 2022/2023 financial year.
- LEPP212008 - A113 Layby near Traceys Farm – request for hedging to be removed and replaced with reflective barriers. UPDATE: Agreed at the 21st March 2022 meeting that this scheme would be completed during the 2022/2023 financial year.
- LEPP212019: Request for the reinstatement of signage outside Piggotts for directional signage towards Toot Hill. UPDATE: Agreed at the 21st March 2022 meeting that this scheme would be completed during the 2022/2023 financial year.

b) Overgrown Footpath Stanford Rivers to Ongar – This matter was dealt with earlier in the agenda,

P14.957 DEFIBRILLATOR LITTLE END

At the last meeting, Cllr Adams advised that he may have found a possible location to site a defibrillator in Little End – a location that would provide electricity, thus negating the need for a solar powered cabinet and a licence from ECC to place on public land. The Clerk and Cllr Adams have had a meeting on site and this possible location would be deemed suitable. All the resident asked was that the Parish Council put in writing that if the owner ever sold the house there wouldn't be any obligation on the buyer to continue to provide electricity to the defibrillator, or house it on their land. Council **AGREED** this was reasonable, and they would be happy with the proposed location. Cllr Tallon asked where the nearest defibrillator was to Little End, to which it was noted it was in the phone box in the High Street, Ongar.

With regard to funding, Cllr Mclvor confirmed he was still happy to provide grant funding for this.

P14.958 MEMBERS REPORTS

- Chairman's Report – The Chairman reported that the Toot Hill Show was an enormous success this year, confirming that it was good to see such a strong presence by the Police in terms of exhibiting and engaging with the children and public about the services they offer. The Police had asked to attend next year also.
- Vice Chairman's Report – No report
- District and County Councillor Reports – It was noted that Cllr Mclvor had submitted a written report however this wasn't in time to be reported at the meeting.
- Parish Councillors Reports

P14.959 TOOT HILL VILLAGE HALL

- a) Gigaclear – there is no further update at this stage as to when the 1 year FOC Community Gigaclear will be started and the line installed, however the Clerk stays in regular contact with her contact at Gigaclear.
- b) Following the last meeting, Councillors walked around the Village Hall and looked at the overgrowth and tree stumps. Councillors were asked to advise the Clerk what action they wish her to take regarding this. It was agreed to discuss this in closed session as part of a wider conversation concerning the village hall.

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- c) At the last meeting Councillors were made aware of the cost obtained by the Clerk to replace a single ceiling tile, being £97 plus VAT per tile. It was **AGREED** to defer this to the next meeting.
- d) The Clerk has received a quote for a bespoke sign to be made for the Village Hall car park stating 'PRIVATE CAR PARK – FOR HALL USERS ONLY'. The cost of this sign is £178.15 plus VAT. It was **AGREED** to discuss this as part of a wider conversation in closed session at the end of the meeting.
- e) Councillors recalled that following the last meeting, it had been established that there was indeed a gas leak at the hall. An emergency engineer attended site later that evening, and a local resident was kind enough to meet with him. Councillors were emailed details of the findings which included the following:
 - a. Gas leak from the regulator on top of tank that was tightened up by the engineer
 - b. Further gas leak found inside of hall but could not be located, so gas switched off and PC advised to arrange for gas safe engineer to visit site.
 - c. Advice received that most residential gas tanks are replaced every 15 years – the hall tank is 23 years old. Cost to replace (which must be completed by Calor) is £250 approximately.

The Clerk arranged with Hellabys to send an engineer to locate the source of the leak, fix it, and ensure the gas was safe and hall ready to use again, however in order to do this arrangements had to be made to remove the panelling at the back of the boiler cupboard so that the gas engineer could access all the pipes. Following a couple of visits, a repair to the boiler was completed which included the purchase of a new gas valve. The Clerk received confirmation on 17th August that all the necessary works were complete and the gas had been turned back on. The Clerk was still awaiting an invoice for this work from both Hellabys and the Councils hall maintenance contractor.

The Clerk summarised the correspondence she had with Calor including a complaint about the level of service received and the failure of Calor to identify the leak. It was noted that the engineers report did not confirm there was a leak on top of the tank which he fixed, but only identified there was an internal leak in the Hall. As such Calor were saying this was not their issue to deal with. Cllr Jackson asked if this Council could claim under the insurance company. The Chairman stated that there was a need to install some type of protective hosing around the inlet pipework at the rear of the hall to protect against any further damage to the pipe, and it was **AGREED** this work should be completed.

Councillors were made aware that the lack of a functioning gas supply meant there was no hot water, which resulted in an issue for one of the hall hirers. Councillors asked if they wanted to consider if a water heater should be purchased to supply permanent hot water to protect against this occurring again. Cllr Hollington asked if such a heater would provide hot water for the toilets also, which it was confirmed it would not. The estimated cost was around £600. Cllr Jackson felt this was a bit of an overspend for a backup. The Chairman stated that this would mean the boiler would not need to be on in the summer months. There was also discussion around the needed to replace the tank, to which the Clerk reminded Councillors of the possibility of funding for an air source heat pump. After further discussion, it was **AGREED** that as we were coming into winter, it was best to wait at this time and reconsider the early part of next year when we would have more information about if grant funding will be received.

- f) The purchase of two new picnic tables is yet to take place, however it was **AGREED** these should not be purchased until the Spring 2023.
- g) Electric Charging Points – The idea of having some electric vehicle charging points in the car park of the village hall was raised at the July meeting. The Clerk has investigated this matter and contacted the Planning Portfolio Holder at EFDC providing him with details of an initiative that was run by Kent County Council for Parish/Town Councils, asking if EFDC was running or considering anything similar. As yet no response has been received, and it was **AGREED** this matter be rolled forward to a future meeting agenda for further discussion.
- h) Cllr Jackson asked that a review of the hall heating costs take place so that the Council can establish if the hire fees are covering the costs. Cllr Jackson stated in light of Government announcements earlier in the day, further announcements were expected over the coming weeks concerning the energy crisis and how costs would be capped, and suggested this is looked at during a future meeting.

P14.960 NEWS AND VIEWS

The next edition is expected in the first half of November. Cllr Saridja had asked for the cost of an advert in the News and Views, and it was noted that this had not been considered for some time. Councillors were made

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aware of the current costs and **AGREED** these should remain. Cllr Jackson requested that the Essex Police Road Statistics were placed in every edition and posted on social media, which was **AGREED**. It was also **AGREED** to ask those residents who have an email address if they are willing to forgo their hard copy.

P14.961 FINANCIAL REPORTS

The following payments were **AGREED**.

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary August and Sep 2022	£1,109.46
BACS	HMRC	PAYE August and Sep 2022	£277.40
D/D	Whiskers Solicitors	Works concerning land on and around the Village Hall	£277.20 (£46.20 VAT)
BACS	David Wickham	Clean Toot Hill VH July and Aug, Phone box tidy July and Aug.	£327.00 (£0 VAT)
BACS	PWLB	Repayment Public Works Loan Board THVH	£1,451.63 (£0 VAT)
BACS	The Defib Shop	2 x sets of pads for Defibrillator	£126.00 (£21.00 VAT)
BACS	Toot Hill Village Show	Advert for Toot Hill Village Hall in programme.	£12.00 (£0 VAT)
BACS	Adriana Jones	Mileage and expenses	£58.20 (£0 VAT)
BACS	Adriana Jones	Reimburse cost of stamps for News and Views	£204.00 (£0 VAT)
BACS	Calor Gas	Standing Charge	£20.59 (£0.98 VAT)
D/D	Eon	Electricity Bill	£67.67 (£3.22 VAT)
BACS	PKF Littlejohn	External Audit 21/22	£240.00 (£40.00 VAT)

Bank Balances as at 31st August 2022

Unity Current Account 4775	£ 18,673.28
Unity Deposit Account 4788	£ 55,425.21

INCOME: £ 57.20 – Rose Hire THVH 17/7
 £180.00 – History Group THVH hire 2022 slip U000042
 £85.80 – Thomas Silk Group THVH hire 12/5
 £66.00 – TrueColour THVH hire 9/8
 £288.00 – Silk Club Hire 3 months

b. Bank Reconciliation

A bank reconciliation was tabled for members consideration, which was subsequently signed off by the Chairman.

P14.962 DATES OF NEXT MEETINGS/EVENTS

Councillors **NOTED** the date of the next meeting:

- 10th November - 5.30pm Toot Hill Village Hall
- 27th November Xmas tree lighting event 4pm Toot Hill

Councillors were reminded that COVID restrictions are no longer in place and as such meetings must be held in person.

P14.963 EXCLUSION OF PUBLIC AND PRESS

It was **AGREED** to exclude the public and press as there were two items for discussion, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.'

P14.964 LAND IN TOOT HILL ROAD

Due to the confidential nature of this subject, these minutes are not available for public inspection as they contain or relate to exempt information within the meaning of the Paragraphs indicated of Part I of Schedule 12A to the Local Government Act 1972.

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P14.965 VILLAGE HALL AND LAND

Due to the confidential nature of this subject, these minutes are not available for public inspection as they contain or relate to exempt information within the meaning of the Paragraphs indicated of Part I of Schedule 12A to the Local Government Act 1972

Signed Date