

STANFORD RIVERS PARISH COUNCIL

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Adriana Jones
Clerk to the Council

TO: ALL COUNCILLORS

You are hereby summonsed to attend a Meeting of the **Parish Council** which will be held on **Thursday 16th March 2023** in the **Toot Hill Village Hall**, Toot Hill at **5.30pm** to transact the business shown in the agenda below.



Adriana Jones, Clerk to the Council
11th March 2023

AGENDA

QUESTIONS FROM MEMBERS OF THE PUBLIC

To **RECEIVE** questions from members of the public at **5.30pm**.

In accordance with an agreed procedure, the time allocated for public questions shall be limited to 10 minutes or such other period determined by the Chairman of the Meeting.

1. APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies for absence.

2. OTHER ABSENCES

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

3. DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members.

Any Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non Pecuniary or Other Pecuniary Interest, and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.

4. CONFIRMATION OF MINUTES

To **APPROVE**, as a correct record, the Minutes of the Parish Council meeting held on 19th January 2023 attached to the agenda.

5. MEMBERS REPORTS

To receive brief reports from Members and to **RECEIVE** any questions emanating from those reports:

- Chairman's Report
- Vice Chairman's Report - to include new article regarding the River Roding in East London classed as being the worst river for the group of chemicals – Per and Poly-fluoroalkyl substances – which had concentrations more than 20 time her than safety limits. Cllr Jackson suggested this Council should write to the EA asking for more information regarding this, which the Clerk has already done.
- District and County Councillor Reports
- Parish Councillors Reports

6. CLERKS REPORT

To **RECEIVE** the oral report of the Clerk on matters which may be of current interest to Members and which require a formal update, and to **RECEIVE** such correspondence and communication as the Clerk may place before the Council, which at the time of printing the agenda includes the following:

- Subsiding road on the corner near Weald Lodge on Toot Hill Road has been reported.

- EFDC Local Plan has been formally adopted by EFDC, and will be the development plan for the next 10 years.
- Notified that post box in Berwick Lane has been damaged by a vehicle, and local resident asked that this is repaired, not replaced. Clerk has written to Royal Mail to request this in order to maintain rural character of area.
- Final recommendations of the District Ward Boundary review have been published, with the recommendation that Epping Forest should be represented by 54 councillors in future, meaning that those councillors should represent 18 three-councillor wards across the district. The ward for this parish would be the 'Theydon Bois with Passingford Ward'. The legal document will be laid before Parliament, and the new electoral arrangements will be implemented at the local elections in 2024.
- CAB to run evening and weekend service - <https://www.essex.gov.uk/news/citizens-advice-essex-to-run-evening-and-weekend-advice-line-thanks-to-essex>
- Final 2022/2023 Internal Audit scheduled for 23rd May 2023
- Cllr Jackson asked the Clerk if she was aware of any plan to open a Banking Hub in Ongar whereby individual Banks take a desk in the library on different days of the week as he had heard this model is being rolled out in various towns that have lost all their Bank branches. The Clerk raised this with Ongar Town Council and will provide an update at the meeting.
- Precept demand has been sent to EFDC.
- Clearance of land adjacent to Jubilee Green – update
- Clerk will be on annual leave 23 and 24th March, and 3-7 July.

7. KINGS CORONATION

Councillors will recall that the Kings Coronation is being held 6th, 7th and 8th May, with 7th May being the Community event day. This was discussed at our last meeting under the Budget / Precept heading, and it was agreed not to hold an event, and as such no budget was set. Since this time, the Clerk has been contacted by two residents who were extremely disappointed to note that no event was being held to mark this occasion. One resident advised they would be happy to support the organisation of an event, and enquired as to if the beacon would be lit. Councillors are asked if they wish to **CONSIDER** this matter further, noting that the Clerk is not available this weekend to help host any event. It should also be noted that there are no countrywide plans for a beacon lighting.

8. NEIGHBOURHOOD WATCH

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

9. BUS ROUTE

Councillors will recall that for the past few years this Council has tried where possible to push for an extension to the 375 TFL service to the Four Wantz RAB as it currently stops at Passingford Bridge. In addition to making the point through any active bus consultations, the Clerk liaised with Community Transport who agreed they would take this up with TFL directly. After some delays, Community Transport finally received a response which set out that it would incur around 11 miles each additional journey to extend this service to Ongar, and TFL would be unable to include this in the current timetable without additional resources. The additional resources are things like bus, driver, fuel, and this would not be a viable option for them. By way of further understanding, to provide a bus can be very expensive and as a general rule it can be around the region of £100-£250k, depending on the frequency and number of days etc. It would need a high number of passengers to make this service viable.

Community Transport advised that the best alternative would be to approach Epping Forest Community Transport (EFCT) to see if they can assist with providing journeys from Stanford Rivers using their Demand Responsive Transport (DaRT) service. A meeting of EFCT took place on 23rd February at which Cllr Jackson attended. At the meeting, they debated this matter and have suggested the following idea. The DaRT service already operates in the Epping Forest District, and EFCT are proposing a change to the route currently run by the DaRT87 as follows:

- To Include: Stanford Rivers, Little End, Toot Hill, Stapleford Abbots, Stapleford Aerodrome, Lambourne and Abridge (New Farm Drive, Pancroft, Londis & Alderwood Dr).
 - Being the link for the parish residents to have the option of the following routes, 418 into Loughton, 375 into Romford, DaRT87 into Epping, 420 into Harlow and access to health services such as the local doctor, Epping Hospital.
 - Would work on getting the times to link all the services together.
-

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- Passengers would need to book a seat, once booked they could go the same time each week knowing they have their own personalised bus route, encouraging their neighbours to use the bus.
- They would have the options, more choices and flexibility.
- These services would operate Monday – Friday.
- This would have an impact on the quality of life, economic and social opportunities giving the residents access to different prospects across a whole range of areas, including employment, education, health and social activities.

Attached to the agenda is a copy of the proposed map and leaflet. Councillors are asked to **CONSIDER** if they would support this route, and if so to think about any publicity they would like to give to promote the service with local residents. Cllr Jackson has suggested the main issues for debate are:

- Need to connect local Parishes (and Ongar) to Romford and Collier Row.
- Dart available but not used often enough - Why?
- Need to get a core group of regular Dart passengers and then advertise the route (Carers at Priory Hospital key to this)

10. VEHICULAR SPEEDING AND SAFETY MATTERS IN THE PARISH

To **CONSIDER** the following matters:

a) Community Speedwatch

To receive an update on matters concerning the Community Speedwatch Programme, including a new volunteer having been signed up and trained for Toot Hill.

b) Speederbot

To receive an update on any matters concerning the speederbot Programme. To also note that the Clerk has received two enquires from people outside the parish who are interested in finding out more about how the Speederbot programme works.

c) Parking at Mill Lane Triangle

The Clerk has asked Cllr Jaymey McIvor on a number of occasions to formally speak with ECC about the Parish Council taking on the Mill Lane Triangle under a lease arrangement. As yet the Clerk has not received a response from Cllr McIvor.

d) Parking in the layby at Barnmead

The Clerk is in communication with EFDC regarding this matter, and if available an update will be given at the meeting.

e) Speed Camera requirements

The Clerk has been liaising with Cllrs Adams, Jackson and Saridja regarding which direction the main speeding issue is, and where in the village a speed camera would best be located.

f) Overgrowth through Little End

To receive an update if the Clerk and Cllr Adams have had an opportunity to meet.

11. PLANNING APPLICATIONS

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

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below		
EPF/0471/23	Land adjacent to Millside, Toot Hill Road, Toot Hill, CM5 9LJ	Construction of new dwelling with detached car port. https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001VZad
EPF/2501/22	1, London Road, Stanford Rivers, CM5 9PH	Construction of new entrance gates and piers. *AMENDED PLANS* https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001UX32AAG/epf250122?c_r=Arcus_BE_Public_Register
EPF/0054/23	8, Epping Road, Stanford Rivers, Ongar, CM5 9SQ	Erection of a Summer House in the rear garden of the site https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001V6sp

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EPF/0354/23	Murrells Farm, The Stables, 22 London Road, Stanford Rivers, Ongar, CM5 9QE	Garden building and garden storage and removal of existing shed. https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001VQnm
2. To NOTE any planning applications that have been responded to via the Clerks delegated powers		
EPF/0021/23	Land adjacent to Maybanks Farm, Ongar, CM5 9SQ	Application for Variation of Condition 2 for EPF/1774/21. (Removal of existing barns and construction of a new detached dwelling, including new relocated vehicle access to Epping Road). NO OBJECTION
EPF/0119/23	37, Cedar Lodge, Berwick Lane, Stanford Rivers, Ongar, CM5 9PZ	Application for Variation of Condition 2 for EPF/0218/20 (larger area of dormer & flat roof). Proposed front / side extension. The Parish Council would like to draw the attention of the planning officer to the following points: <ol style="list-style-type: none"> The plans submitted identify what the applicant calls 'consented' plans, referencing EPF/0218/20, however these vary significantly from the plans listed on the EFDC Planning website under EPF/0218/20. As such, one cannot decipher what is being newly proposed as there seems to be a number of elements on the new plans that would not have permission. This needs to be clarified. The plans submitted suggest there will be a wind turbine within the garden, however this doesn't seem to form part of the application and as such it is unclear if the Parish Council is supposed to be considering this element of the plan. The Council asks that all these points are clarified so that an accurate consideration of the plans can take place. As such, the Parish Council expects to be further consulted once these points have been clarified.
EPF/0149/23 And EPF/0151/23LB	Orchard Barn, Stanford Rivers Hall, School Road, Stanford Rivers, Ongar, CM5 9QS	<ol style="list-style-type: none"> Infill existing open floor void within kitchen to facilitate new room at first floor for a study. Existing tall front elevation window modified by removing glazed upper section and replace with two small windows to match existing at eaves level on this elevation. Creation of new utility room as part of the new kitchen arrangement. Removal of internal wall creating larger living room. And grade II listed building application for the same. NO OBJECTION
3. To NOTE any planning applications upon which EFDC do not normally accept comments NIL		
4. To NOTE any other planning matters		
<ol style="list-style-type: none"> Possible Breach at Wayletts, 28 London Road Stanford Rivers has been reported to EFDC Planning for formal investigation to ascertain if in fact a planning breach has occurred. This is in regard to the tennis court and lighting. ENF/0052/23 Appeal made to secretary of state - EPF/1280/22, Willows End Cumley Road, Stanford Rivers, Ongar, CM5 9SJ, Demolition of existing dwelling and construction of replacement chalet-style property with a basement. Revised application to EPF/0202/22, Appeal against refusal. The Parish Council had no objection to this application. 		
5. To NOTE the following planning decision by EFDC		

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EPF/2250/22	Toot Hill Golf Club, School Road, Stanford Rivers, Ongar, CM5 9PU	Application for a temporary green keepers shed.-RETROSPECTIVE)	Approve with Conditions
EPF/2249/22	Toot Hill Golf Club, School Road, Stanford Rivers, Ongar, CM5 9PU	Application for a proposed temporary golf reception building.- RETROSPECTIVE	Approve with Conditions
EPF/2660/22	Nags Stable, London Road, Stapleford Tawney, Romford, RM4 1SP	Certificate of lawful development for existing use of building for independent residential purposes the application also shows the surrounding garden and small barn which provide the amenity space for the property.	Not Lawful
EPF/2263/22	Brook Cottage, Mutton Row, Stanford Rivers, Ongar, CM5 9QQ	Application for a Lawful Development certificate for existing use of original cottage as a separate dwelling.	Not Lawful

12. PARISH COUNCIL INSURANCE

The Annual insurance for the Parish is due on 30th March. The Clerk is obtaining quotes, details of which will be made available at the meeting. The cost for 2022/2023 was £838.33, which included the Village Hall. Councillors will be asked to **CONSIDER** this matter and agree an insurance provider.

13. PLANNING COMMITTEE / PLANNING ZOOM SESSIONS

Councillors will recall that it was recently agreed to hold Planning Committee meetings in person to consider planning applications, however for the last two meetings there have not been enough Councillors present to be quorate. As such, comments were submitted using the Clerks delegated powers. Councillors are now asked to **CONSIDER** changing the process and reverting to using Clerks delegated powers unless there is a known contentious or large planning application to consider and in those circumstances a committee meeting will be held.

14. HIGHWAYS / FOOTPATHS

a) Local Highway Panel Request

The Clerk has asked Cllr Mclvor for an update on the progress with the following LHP schemes:

- LEPP192054 – A113 London Road, Stanford Rivers Signage scheme – Moved into 2022/2023 financial year. Cost £16,500. VERY DISSAPOINTING this scheme seems to be moving into 2023/2024 when it was originally within the 2021/2022 financial year.
- 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.
- LEPP212019: Request for the reinstatement of signage outside Piggotts for directional signage towards Toot Hill. WORKS COMPLETE.

15. RIVER RODING PROJECT

a) Following this Councils response to the planning application for the Shonks Mill Flood Storage Area, Cllr Jackson contacted the EA to ask two questions:

- 1- Will the flooding get worse for his property after the dam is built?
- 2- Will Insurance costs rise after the construction properties in these areas?

The response from the EA was as follows:

1. Yes, the fields behind your house will flood for longer in times of major flood events, creating a temporary reservoir. The time it takes to drain back into the River Roding will vary on the scale of the event. However, for the majority of events that you experience annually the impact on the fields will remain unchanged.

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2. The scheme will not increase the flood risk to your property so should not impact your insurance. However, I have copied our standard response to any insurance related queries below for some further advise.

Cllr Jackson will provide a further update at the meeting.

b) A zoom meeting will be held with the Environment Agency at which Navestock Parish Council will also be present after the latest modelling has been completed, and to provide an update to Councillors. Date TBC. This was as a result of the responses received to the recent consultation on the Shonks Mill Flood Storage area.

16. DEFIBRILLATOR LITTLE END

The Clerk has met with the owners of the Woodman who have agreed to the installation of a Defibrillator at this location. The Clerk will provide full details at the meeting, and Councillors will be asked to discuss the way forward.

17. TOOT HILL VILLAGE HALL

- a) Two quotes have been received, and a third is awaited on the supply and installation of a rural gate at the entrance to the Toot Hill Village Hall. Further details will be made available at the meeting, and Councillors will be asked to approve which quote they wish to accept. Cllr Jackson would like it recorded that he feels a gate is not the right solution and is extremely costly, and feels a suitable sign would be a better solution.
- b) Gigaclear has now been installed at the hall. As part of the free 12 months supply, Gigaclear would like to do a formal handover, and have asked that the Gigaclear banner is placed on the Parish Councils website and any social media. The Clerk is trying to arrange for the formal handover to take place on 16th March. An update will be given at the meeting. In addition, a new shelf had to be erected to house the equipment, and subsequently moved higher due to a potential health and safety hazard at the hatch.
- c) Update as to when further works will be undertaken to clear the vegetation at the rear/side of the hall.
- d) Annual Boiler service was scheduled for 9th March 2023.
- e) 2 x heavy duty Picnic benches will be ordered in March. Two tables costing £220 each. These will need to be treated / stained. The purchase of new benches was agreed late 2022.
- f) Electricity supply - The Village Hall is eligible for the Governments Energy Bill Relief Scheme, whereby the Government provides a discount on electricity unit rates bringing them down from the actual wholesale price to a reduced Government supported price. This reduction is automatically applied to our bills. This has been applied between 1st October 2022 and 31st March 2023. In addition, the Village Hall has received a credit of £150 Alternative Fuel Grant Payment, meaning the Electricity account is currently in credit to the sum of £98.74.

18. NEWS AND VIEWS

Next edition is expected to go out late spring.

18. FINANCIAL REPORTS

a. To Approve payments, and to note the current status of accounts:

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary Feb and March 2023	£1,109.46
BACS	HMRC	PAYE Feb and March 2023	£277.20
BACS	David Wickham	Clean Toot Hill VH Jan & Feb, Phone box tidy Jan & Feb,	£200.13 (£0 VAT)
BACS	Calor Gas	Gas Supply THVH	£802.79 (£38.23 VAT)
BACS	PWL B	Loan Payment March 2023	£1,432.63 (£0 VAT)
BACS	TBC Insurance	Insurance 2023/2024	TBC
BACS	Amazon (reimburse Clerk)	2 x picnic benches for hall	£440.00
BACS	Unity Trust Bank	Quarterly Charge	£18.00

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Bank Balances as at 28th February 2023

Unity Current Account 4775	£ 13,959.03
Unity Deposit Account 4788	£ 45,688.94

INCOME:	£ 65.00 – Hire THVH 3/12 Silk club (#046)
	£ 48.40 – Hire THVH Floral Art club (#047)
	£ 19.80 – Hire THVH 28/2 Young Farmers
	£ 78.00 – Hire THVH Pilates Jan-Feb
	£ 30.00 – N&V 3 rd Eye Security
	£ 56.10 – Hire THVH Folk Club Jan-Mar

19. DATES OF NEXT MEETINGS/EVENTS

Councillors are asked to **NOTE** the date of the 2023 meetings:

- 11th May (including Annual Parish Assembly)
- 13th July
- 14th September
- 9th November

Councillors are reminded that COVID restrictions are no longer in place and as such meetings must be held in person. There will also be Planning Committee meeting scheduled between these meetings.
