

Stanford Rivers PARISH COUNCIL

MINUTES

Meeting: PARISH COUNCIL

Date: 16th March 2023

Time: 5.30pm

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

PRESENT:

Councillors (4) Cllr Glover (Chairman), Cllr Jackson, Cllr Mrs Jackman MBE, Cllr Hollington
Cllr Adams had joined the meeting via Zoom.

Also in Attendance (1) - Adriana Jones – Clerk

Members of the Public (3) EFDC Cllr Brady, 2 members of public
Members of the Press (1)

QUESTIONS FROM MEMBERS OF THE PUBLIC

P14.1009 APOLOGIES FOR ABSENCE

Apologies received from Cllr Tallon and Cllr Saridja.

P14.1010 OTHER ABSENCES

Cllr Adams, albeit he joined the meeting via Zoom.

P14.1011 DECLARATIONS OF INTEREST

None.

P14.1012 MINUTES

Councillors **APPROVED** the minutes of the Parish Council meeting held on 19th January 2023 as attached to the agenda.

P14.1013 MEMBERS REPORTS

- Chairman's Report – No report as matters covered throughout the meeting.
- Vice Chairman's Report – Cllr Jackson had provided details of an article to the Clerk regarding the River Roding in East London classed as being the worst river for a specific group of chemicals – Per and Poly-fluoroalkyl substances – which had concentrations of more than 20 times higher than safety limits. Cllr Jackson had suggested this Council should write to the EA asking for more information regarding this, which the Clerk had done, however a response had not been received. It was important to establish where these chemicals arose so that the source could be established and addressed.
- District and County Councillor Reports – EFDC Cllr Brady provided a verbal report, confirming that the EFDC Local Plan had been passed and agreed by the District Council.
- Parish Councillors Reports - None

P14.1014 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

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

- 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 had been damaged by a vehicle, and local resident asked that this be repaired, not replaced. Clerk wrote to Royal Mail to request this in order to maintain rural character of area, however within 24 hours of doing so a replacement post box had been installed.
- Final recommendations of the District Ward Boundary review 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-adviceline-thanks-to-essex> The new "out of hours" adviceline is available from 4pm to 8pm during the week and 9am to 1pm on Saturday mornings on 0808 250 5724.
- Final 2022/2023 Internal Audit scheduled for 24th 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

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being rolled out in various towns that have lost all their Bank branches. The Clerk raised this with Ongar Town Council, and the Locum Clerk had responded stating he hadn't heard anything about a hub, but agreed that it was something that the town council should consider. Rochford also has one of these hubs. It was noted that EFDC has a Barclays hub.

- Precept demand has been sent to EFDC.
- Clearance of land adjacent to Jubilee Green. It was understood that the property had been sold, and as such the Clerk had again contacted LSH regarding what is happening with the leased land adjacent to Jubilee Green.
- Clerk will be on annual leave 23 and 24th March, and 3-7 July.

P14.1015 KINGS CORONATION

Councillors recalled that the Kings Coronation was being held over 6th, 7th and 8th May, with 7th May being the Community event day. This was discussed at the previous 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 had been contacted by two residents who were extremely disappointed to note that no event was being held to mark this occasion. One resident had advised they would be happy to support the organisation of an event, and enquired as to if the beacon would be lit, albeit it was noted that there were no countrywide plans for a beacon lighting. The Clerk advised she would be away that weekend, and whilst she was very happy to assist with organisation prior to the event, should could not manage it on the day. After discussion, it was **AGREED** that the Clerk, Councillors and the two members of the public present, would see if there was any appetite locally for somebody to take control of managing an event, and if so if there was a possibility that something could be organised.

P14.1016 NEIGHBOURHOOD WATCH

Cllr Adams had provided a brief update stating there was very little to report for this Parish, and that this had been relatively consistent from the start of the year. Cllr Brady stated that there had been reports of drones in both Stapleford Abbots and Theydon Mount, as well as a couple of thefts. This was concerning that it was close to the airfield. Cllr Roberts reported that there had been a recent accident down the end of the A113, albeit no pictures were available. A car had ended up in the garden of number 3.

P14.1017 BUS ROUTE

Councillors recalled that for the past few years this Council had 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 in 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. The Clerk had been 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, this matter was debated and the suggestion was made to alter the DaRT service already operating in the Epping Forest District - 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.
- 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 was a copy of the proposed map and leaflet. Cllr Jackson stated that the main issues for debate were:

- Need to connect local Parishes (and Ongar) to Romford and Collier Row.

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- 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)

Cllr Jackson stated that this matter seems to be all about cost, and the extra cost the 5 mile addition would add to TFLs service, meaning it was very unlikely this extension would be agreed. Cllr Jackson summarised the meeting he attended, and explained about the staff at Sutton Manor having to walk from Passingford Bridge in the road to get to the hospital, and that this was extremely dangerous. This was also an issue for workers at Stapleford Abbots airfield. The Clerk explained that the DaRT service only runs Monday to Thursday 9am to 2pm, to which Cllr Jackson stated this would not help the workers of Sutton Manor as shift changes take place at 8am and 8pm. The Chairman suggested the employers should address this issue, to which Cllr Jackson stated that the owners of Sutton Manor have pledged their support, albeit it is not clear in which format this would come. The Clerk explained that new DaRT services were being rolled out all around the county, and that new or improved bus services as we know them were not a given across the county, with the DaRT services seeming to take the place of regular bus services. It was unclear at present if the DaRT service would increase in terms of frequency and hours, and that this would probably depend on the uptake. It was noted that DaRT services were already available in part of the Parish, however the service was not really being used, and was this a case of people don't know about the service or because it is not needed. Councillors **AGREED** that this extension of DaRT service would still be a good idea, and that this was an opportunity for this Council to do what it could to raise public awareness about the new service to try and increase uptake, or establish if it wasn't really needed. It was **AGREED** to put a full leaflet in the next edition of News and Views.

P14.1018 VEHICULAR SPEEDING AND SAFETY MATTERS IN THE PARISH

a) Community Speedwatch

It was noted that a new volunteer had come forward to be part of the CSW team for Toot Hill, and had been trained. Cllr Jackson confirmed that when the lighter evenings come in, the CSW would start again, as long as there was a quorum of three to run it. It was agreed that the Speederbot information this Council obtained was useful, and that people could not deny the fact that speeding was an issue.

b) Speederbot

Cllr Adams had provided a written report stating that the Parish Council speederbot was still going well, and that we should continue working with it for the agreed trial period of one year. The Clerk confirmed she had received two enquiries from members of the public regarding speederbot, and that she had provided them with Cllr Adams details as well as a summary as to what it was and wasn't. Cllr Brady spoke about being contacted by a Speederbot operative, to which the Clerk advised that the Parish Council was not affiliated with the other speederbot, but obtain and manage their own data.

c) Parking at Mill Lane, Triangle

The Clerk confirmed she had 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, and that Cllr McIvor confirmed he had passed this message on to Cabinet and suggested the Council agrees what they are looking to do. The Chairman suggested the triangle itself should be fully removed.

d) Parking in the layby at Barnmead

The Clerk confirmed that she continues to liaise with Officers at EFDC regarding this matter, who confirmed they were looking into it. It has so far taken 6 months trying to establish ownership of this layby.

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. The Clerk had looked at the 2016 data which showed speeding was an issue in the Passingford to Ongar direction, however Cllr Adams had looked at the speederbot stats which showed it's the other way. Cllr Jackson asked for clarification as to if permission had been granted for a speed camera, to which the Clerk advised it had not and that the current rules concerning speed cameras were out for debate at present. Cllr McIvor had confirmed he would support an application via the LHP for one, however we know LHP projects take years to progress, so we have started looking into this project now. The Clerk confirmed that in order to formally submit an LHP request, she needed more information to go with it, including an idea of where the best location for a speed camera would be. A copy of the statistics provided by Cllr Adams were placed on the screen for members to review. Cllr Jackson emphasised the key was the speed at which vehicles drive, and his issue had always been as people enter the village envelope on the bend from the

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Passingford end, and that a 40MPH buffer along this stretch would help slow the traffic down. Cllr Jackson agreed with Cllr Adams in that if you are going to place a speed camera anywhere it should be on the blind bends or most dangerous part of the road for speeding. Cllr Adams had suggested Jubilee Green. After discussion it was **AGREED** that the Clerk, Cllr Jackson and Cllr Adams would meet on site to review a possible location.

f) Overgrowth through Little End

It was noted that Cllr Adams and the Clerk had not yet had an opportunity to meet regarding this matter.

P14.1019 PLANNING APPLICATIONS

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. Whilst under normal circumstances the Parish Council would not support the creation of a new home in the Green Belt, after very careful consideration of policy, this application is likely to be deemed infill under the green belt exception rule. The Parish Council is not particularly comfortable with further concreting over areas of green belt land, or the loss of open spaces in the green belt. however after full and detailed consideration, and as this application could meet the infill test, the Parish Council has NO OBJECTION.
EPF/2501/22	1, London Road, Stanford Rivers, CM5 9PH	Construction of new entrance gates and piers. *AMENDED PLANS* The Parish Council SUPPORTS this amended application.
EPF/0054/23	8, Epping Road, Stanford Rivers, Ongar, CM5 9SQ	Erection of a Summer House in the rear garden of the site The Parish Council has NO OBJECTION to this application.
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. The Parish Council has NO OBJECTION to this application, subject to all the proposed building being ancillary to the main dwelling, and that this is secured by way of condition.
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

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		<p>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.</p> <p>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.</p>	
EPF/0149/23 And EPF/0151/23LB	Orchard Barn, Stanford Rivers Hall , School Road, Stanford Rivers, Ongar, CM5 9QS	<p>1. 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.</p> <p>2. Creation of new utility room as part of the new kitchen arrangement.</p> <p>3. Removal of internal wall creating larger living room. And grade II listed building application for the same.</p> <p>NO OBJECTION</p>	
3. To NOTE any planning applications upon which EFDC do not normally accept comments			
NIL			
4. To NOTE any other planning matters			
<p>a) 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.</p> <p>b) 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.</p>			
5. To NOTE the following planning decisions by EFDC			
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

P14.1020 PARISH COUNCIL INSURANCE

The Parish Councils insurance was due for renewal. The Clerk presented the quotes she had obtained from different insurance providers, and Councillors **AGREED** to continue with their current supplier, Zurich Municipal. The current quote was £897.80, however the Clerk confirmed she would try and obtain a reduction.

P14.1021 PLANNING COMMITTEE / PLANNING ZOOM SESSIONS

Councillors recalled that it was recently agreed to hold Planning Committee meetings in person to consider planning applications, however for the last two meetings that the Clerk had arranged there had not been enough Councillors present for the meetings to be quorate. As such, comments were submitted using the Clerks

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delegated powers. Councillors were asked to **RECONSIDER** amending the agreed process, and in the case of uncontentious planning applications reverting to using Clerks delegated powers, and only holding a Committee meeting if there was a contentious or large planning application to consider. This was **AGREED**, with Councillors reaffirming the Clerks delegated powers when it comes to planning matters.

P14.1022 HIGHWAYS AND FOOTPATHS

Local Highway Panel Requests:

Councillors **NOTED** that the Clerk had requested an update from Cllr Mclvor on the following schemes:

- LEPP192054 – A113 London Road, Stanford Rivers Signage scheme – Moved into 2022/2023 financial year. Cost £16,500. Very disappointed that this scheme seems to be moving into the 2023/2024 financial year, when it was originally within the 2021/2022 financial year. The Clerk advised that Cllr Mclvor was not at the last LHP meeting, held on 9th January 2023, and that at the meeting a report was provided on the funded scheme, with members updated on what scheme had been recommended for inclusion in their 2022/2023 programme. The LHP meeting was advised that the additional funding of £200,000 was now up for consideration and had not yet been released. All approved schemes would be completed but there were no available funds left for this municipal year. Members were reminded that the costs supplied were budget allocations only and there was the possibility that a final scheme cost would change, dependent on any issues which may arise during the detailed design and construction. The Panel would be advised of any budget adjustments that would be required. The LHP members were also advised that everything marked to be delivered in Q4 was on track to be delivered by the end of the municipal 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 were now complete, the cost of which was £8,000.

P14.1023 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 properties south of the A113 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 these houses 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.
2. The scheme will not increase the flood risk to these properties so should not impact insurance. However, the EA had copied their standard response to any insurance related queries for some further advise.

The Clerk advised that at the last meeting, the Chairman of Navestock Parish Council stated that he had already heard that properties as far afield as Fyfield were seeing increased insurance as a result of the scheme. Cllr Mrs Jackman stated that in Fyfield the River Roding is much closer to the properties. It was noted that different insurance companies had different criteria, and that the houses on the south side had a very steep gradient down to the river so hopefully this shouldn't be a problem.

[Cllr Mrs Jackman left the meeting]

P14.1024 DEFIBRILLATOR LITTLE END

The Clerk confirmed she had met with the owners of the Woodman Pub, and they had agreed they would be willing to allow a community defibrillator to be located on the side of the Woodman pub. As the property is listed, they would not want it located on the front of the property, however would be happy to have some directional signage at the front. The Clerk confirmed to the owners that the Parish Council would fund the purchase and installation, and that the defibrillator would remain the property of the Parish Council. The Cabinet would be a locked cabinet, and the owners had agreed to ensure that the public had 24/7 access to the defibrillator. The Clerk had advised that the cost of electricity to heat the defibrillator unit per year was around £10, and that the Parish Council would be happy to provide an agreed contribution towards electricity. The cost to purchase a

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defibrillator was expected to be around £1,500-2,000 plus installation. The Clerk advised that ECC Cllr McIvor had previously stated he would be willing to provide £1,000 towards funding for said defibrillator, and that she would also approach EALC to try and secure a microgrant.

P14.1025 TOOT HILL VILLAGE HALL

- a) Barriers / Gates – noted that three quotes had been received on the supply and installation of a rural gates at the entrance to the Toot Hill Village Hall. Cllr Jackson asked that it be recorded that he felt a gate is not the right solution and it is extremely costly. The Clerk confirmed that the quotes obtained were as follows:
- Contractor 1 - £2466 plus VAT
 - Contractor 2 - £2200 plus VAT
 - Contractor 3 - £2200 no VAT
- It was noted that it was not clear if the quotes were for hard or soft wood posts, but that it was essential the posts were hard wood. It was **AGREED** that the Clerk would obtain clarification on these matters, and further costings for contractors 2 and 3, and that if they both remained the same then contractor 3 would be the preferred option.
- 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. 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) Works to clear the overgrowth area at the rear of the hall – some further works is needed – the Clerk and Chairman are to liaise regarding this matter.
- d) Annual Boiler services completed 9th March 2023, however invoice has not yet been received.
- e) 2 x heavy duty Picnic benches will be ordered in March. Two tables costing approximately £220 each. These will need to be built and 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. Cllr Jackson stated that in some cases villagers will need to ask for it as it won't automatically be given to them.

P14.1026 NEWS AND VIEWS

Next edition is expected to go out late spring, and will include DaRT leaflet.

P14.1027 FINANCIAL REPORTS

The following payments were **AGREED**.

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)
D/D	PWLB	Loan Payment March 2023	£1,432.63 (£0 VAT)
BACS	TBC Insurance	Insurance 2023/2024	TBC subject to discount
BACS	Amazon (reimburse Clerk)	2 x picnic benches for hall	£440.00 (£76.66)
BACS	Unity Trust Bank	Quarterly Charge	£18.00

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)

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- £ 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 3rd Eye Security
- £ 56.10 – Hire THVH Folk Club Jan-Mar

P14.1028 DATES OF NEXT MEETINGS/EVENTS

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

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

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

Signed Date