

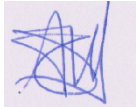
STANFORD RIVERS PARISH COUNCIL

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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 14th September 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
 9th September 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 Extraordinary Parish Council meeting held on 13th July 2023.

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
- 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:

- The Defibrillator at the Woodman has been added to the Parish Councils insurance schedule at no extra cost
- Following notification by the Chairman, a protruding Fire Hydrant Drain located near the telephone box in Toot Hill has been re-fitted by Essex Fire Service. This was actioned in less than 7 days, and an email of thanks has been passed to the fire service for the speed in which this was dealt with.
- The Pantry at Toot Hill Golf Club – License Application granted.
- PFCC public meeting in Ongar, 7pm on Monday 18th September at the Zinc Arts Centre, Great Stony, High Street, Chipping Ongar, will be hosted by Roger Hirst, Police, Fire and Crime Commissioner (PFCC) for Essex. The meeting is expected to last one hour.

Meeting: PARISH COUNCIL

Date September 2023

- EF Branch EALC Meeting took place on 8th September. Questions going to 21st September EFDC Local Council Liaison Committee. Councillors asked to note that a presentation was given at this meeting regarding a new Rural Prosperity Fund, where Parish Councils can apply for funding for up to £10,000 or £30,000 for urgent works in the community. The Clerk will provide a further update at the meeting.
- New Public Health Accelerator Bids (PHAB) - Funding for new projects that deliver services to help everyone in Essex live a healthy life and achieve their full potential. Funding up to £10,000. Parish and Town Councils can apply, as can community groups. Revenue only. Clerk to provide a further update.
- Fly tip in Church Road w/c 20th August – identifying paperwork sent to EFDC.
- Renovation works have been undertaken to the metal finger post on Toot Hill Triangle by EFDC.
- Large number of tyres were dumped in Toot Hill Road late August - reported to EFDC.
- Report of overgrown Footpath number 62.
- Report of finger post down and footpath uncleared between Greensted Road and the Green Man. Matter was dealt with between the Chairman and the Clerk.
- To receive a brief update on the leased land adjacent to Jubilee Green
- Query about funding for St Margarets Church
- Brentwood Borough Council has granted permission for the Shonks Mill Storage Area

7. NEIGHBOURHOOD WATCH

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

8. ECC BUS NETWORK CONSULTATION – CLOSING DATE 5TH OCTOBER 2023

Essex County Council is reviewing its support of 162 local bus services which primarily serve rural areas across Essex, and want to hear from residents to ensure that their future bus network is ready to meet new levels of passenger demand and is providing value for money. ECC is therefore conducting this public consultation which is now open and will close on 5th October 2023. As Councillors will be aware, there is only service currently serving the parish which is the DaRT7 service, operated by EF Community Transport. The Clerk had a meeting with members of Community Transport team on 16th August to discuss concerns about the DaRT service. Councillors should note that following a full two page spread in the News and Views distributed in July, this resulted in only 1 enquiry about the service, and that this service is on the 'At Risk' list of the consultation. In summary, unless there is a considerable take up in the service, it is likely that the service will be withdrawn by ECC for lack of interest. This will leave the Parish without any viable bus service. Councillors are asked to **CONSIDER** two matters:

1. *The response from this Parish Council to the bus consultation*
2. *If the Parish Council would consider funding the DaRT service should it be withdrawn*

The Clerk will provide a further update at the meeting, however the link to full details of the consultation can be found at [Bus Network Consultation 2023 - Essex County Council - Citizen Space](#)

Councillors are asked to note that as part of this, the Clerk wrote to Alex Burghart MP about supporting the extension of the DaRT7 bus service to Passingford and beyond, and the response received was as follows:

“Bus services in Essex fall within the responsibility of Essex County Council so, if TfL have stated they will not extend the service into Ongar because it would be too expensive, your best course of action would appear to be to go back to Essex County Council to ask what service they might be able to provide to link up the gap in the route from Ongar to Romford or Passingford Bridge. Your Essex county councillor should be able to help with this, or you can contact Cllr Lee Scott, who is the Essex County Council Cabinet Member responsible for Highways and bus services in the county. Alex hopes you find this information helpful, but please do write to him again if Essex County Council is unable to offer a solution to this transport issue.”

A copy of the letter was also sent to the Clerk for Ongar Town Council who advised he would put this to members.

9. 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.

b) Speederbot

To receive an update on any matters concerning the speederbot Programme.

*Meeting: PARISH COUNCIL**Date September 2023***c) Signage through Little End**

Councillors are asked to **CONSIDER** the purchase of additional signage through Little End, the total cost of which is £146.47, further details of which are attached to the agenda. Cllr Adams will provide a further update at the meeting.

d) Overgrowth through Little End

The Clerk has met with the Council's grounds maintenance contractor. An update will be given at the meeting.

10. PLANNING APPLICATIONS

Councillors are asked to **CONSIDER** 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/1700/23	Four Elms, Mutton Row, Stanford Rivers, Ongar, CM5 9QQ	Construction of single storey side conservatory	NO OBJECTION
3. To NOTE any planning applications upon which EFDC do not normally accept comments			
NIL			
4. To NOTE any other planning matters			
1. Neighbouring Consultation (Brentwood) – Application: 23/01059/FUL. Construction of a new practice ground featuring a contoured outfield with target greens. Covered bay building with 9 bays together with a water storage lagoon, rainwater harvesting scheme and extensive native planting program. ADDRESS: Stapleford Abbots Golf Club Horseman Side Navestock Romford Essex RM4 1JU			
2. Notification of a large crane erected in Little End – EFDC notified as it was unclear if planning permission was required. ENF/0223/23			
3. Query about fences erected on property in Berwick Lane			
5. To NOTE the following planning decision by EFDC			
EPF/1679/23	Clarks Farm, Mutton Row, Stanford Rivers	Agricultural Steel Portal frame barn	14/08/2023 LAWFUL
EPF/1348/23	Alista, Toot Hill Road, Ongar,	TPO/EPF/01/19 T1: Oak - Crown thin by up to 60%, as specified.	24/08/2023 APPROVED with conditions
EPF/1470/23	Clarks Farm, Mutton Row, Stanford Rivers	Grade II listed building application for alterations and conversions of outbuilding to the south of Clarks Farmhouse to be used as an annexe.	24/08/2023 REFUSED PC had no objection
EPF/1105/23	Elm Cottage, Cumley Road, Stanford Rivers, Ongar	Loft conversion including raising of ridge and four dormer windows.	30/08/2023 REFUSED PC had no objection
EPF/0994/23 & EPF/0995/23	40, Berwick Lane, Stanford Rivers	First floor extension to extend the existing flat roofed dormer to provide a first floor bathroom and ground floor alteration internal alterations and extension to existing outbuilding to create kitchen/living space with glazed roofed link to the house, and Grade II listed for same.	04/07/2023 REFUSED PC had no objection
EPF/1280/23	Four Elms, Mutton Row, Stanford Rivers	Application for approval of details reserved by condition 3'Surface Water Disposal' on planning permission EPF/0678/23 (Change of use from Agricultural Land to Equestrian Manège, Stables and Paddock, Construction of Manège and Construction of Stable	11/07/2023 GRANTED

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EPF/0812/23	Little Orchard, Colemans Farm, Toot Hill Road, Stanford Rivers	Outbuilding. Constructed with same materials as existing House. Barn doors for access and side window.	20/07/2023 REFUSED PC advised plans unclear
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11. TREE ON JUBILEE GREEN

The Clerk was advised on 6th September that the newly planted tree on Jubilee green looked in a terribly poor state. This tree was purchased and planted in October last year. After liaising with the nursery from which the tree was purchased, they have advised it is because it wasn't watered during the summer months (specifically mentioning June) and it is now suffering and he was unsure if it could be revived. The Clerk liaised with the Parish Councils grounds maintenance contractor asking him to water this as soon as possible, and 300L of water was provided to the tree on 7th September. The Clerk has also asked the neighbouring property if they would be kind enough to water the tree when they can. In addition, in order to try and salvage the tree, the Clerk has asked the Grounds Maintenance contractor to specifically water the tree at least once every three days over the coming two weeks, after which time its condition can be reassessed. The cost of this is £10/per visit.

12. DAMAGE TO NOTICEBOARD, LITTLE END

Councillors will be aware of the damage caused to the London Hoist wall, Parish Council noticeboard and other street furniture opposite Jubilee Green. The Clerk placed an advertisement in the latest N&V asking if anybody had any information regarding what had caused this. The Clerk also liaised with Essex Police, ECC, EFDC, and London Hoist not only to report the damage but also to see if there was any additional information about this. EFDC advised that they had no record of the Notice Board, and as such asked the Parish Council to supply evidence they installed it. ECC have noted the issue and provided the Clerk with a reference number in terms of the signage and bench. London Hoist were very helpful, and confirmed that they too had reported the incident to the police, and provided the Clerk with details and pictures of the vehicle that caused the damage, which the Clerk subsequently sent on to the police. On 3rd September the Police advised the Clerk that the vehicle in question had not been reported stolen, and that any affected parties would need to progress this matter via their own insurance companies. As such, the Clerk has raised this matter with the Parish Councils insurance Company, and advised London Hoist to do the same. The Clerk will provide a further update at the meeting, after which Councillors will be asked how they wish to progress this matter.

13. DEFIBRILLATOR LITTLE END

Councillors are asked to **NOTE** that thanks to ECC Cllr McIvor, £1,000 grant funding has been awarded via the ECC Locality Fund towards the defibrillator at Little End. This, coupled with the £500 EALC Microgrant, means that over 80% of the cost of the defibrillator was grant funded.

14. HIGHWAYS / FOOTPATHS

a) Local Highway Panel Request

To **NOTE** the following updates:

- LEPP192054 – Installation of Village Gateways Signs – Councillors are asked to note that following attendance at the last meeting by the residents of Bridge Farm, a site meeting took place on 22nd August at which representatives of ECC Highways were present, along with Cllr Glover and Cllr Adams, as well as the residents of Bridge Farm. After considerable discussion, the following was agreed;
 1. ECC is going to double check the design rules have been followed correctly and the sight lines meet the design criteria.
 2. ECC suggested possibly angling the sign to give greater visibility.
 3. ECC stated that the overhanging tree branches were exacerbating the visibility issue, and the resident agreed they would make arrangements to cut them back.
 4. Suggested that this Council makes more use of Cllr Jaymey McIvor.
 5. ECC will look into the maintenance of the VAS sign which is not functioning correctly.

At the time of printing the agenda there was no update, however it was hoped one would be available in time to be reported to the meeting.
- LEPP202047 – A113 London Road, Stapleford Tawney, request for traffic calming measures and signage JW Epping Lane / A113, at Validation Stage. No update.

*Meeting: PARISH COUNCIL**Date September 2023***b) Mill Lane Triangle**

The Clerk has submitted a licence application to ECC to have raised planting on the triangle at Mill Lane. A further update will be given at the meeting.

c) Potholes

To note the potholes in School Road remain unresolved. The Clerk has passed these on to Cllr Mclvor for actioning. An update is awaited.

d) Barnmead

a) **Highway Rangers** - As a result of the attendance at the July meeting, Cllr Brady contacted EFDC regarding the footpaths and grass at Barnmead. The response she received was as follows:

Our ranger will come out and see what they can do to tidy the area up and make safe for the residents. They will not be able to deal with the cracks in the path as we do not do hot works with tarmac. This will need to be addressed by Essex County Council highways. The path edges should really be reported to EFDC for Biffa to cut back and they will also be able to spray them out for weeds, the link is below for future use. The grass verges and overgrown areas on the highway/footpaths are the responsibility of Essex County Council Highways, many areas are managed on their behalf by EFDCs Grounds Maintenance team or the Waste team for weeds on pavements and roads and they can be contacted using the email address below.

<https://www.eppingforestdc.gov.uk/recycling-and-rubbish/report-a-street-cleaning-issue/>

There is also a link to ECC for issues with weeds on footpaths and roads.

<https://www.essexhighways.org/tell-us/report-all-issues.aspx>

b) **Ownership/Management** – It was suggested at the July meeting by a local resident that the Parish Council should consider taking over the management / ownership of the Barnmead green. Councillors are asked to **CONSIDER** this matter.

15. SOLAR FARM CONSULTATION

Councillors will recall a number of questions were put to the site promoters of the proposed solar farm along Berwick Lane. Responses have now been received, copies of which are attached to the agenda.

16. TOOT HILL VILLAGE SHOW

Despite the horrendous weather, this years Toot Hill Village show was a great success. Thanks are given to those Councillors who were able to attend and support the event.

17. TOOT HILL VILLAGE HALL

- a) Reinforced Autoclaved Aerated Concrete – RAAC – an assessment is needed as to whether or not the Toot Hill Village Hall may have RAAC. The Clerk will provide an update at the meeting.
- b) Grant award of £15,000 via the UK Shared Prosperity Fund to support the purchasing of green, energy efficient infrastructure for Stanford Rivers Village Hall. The Clerk will provide a further update at the meeting.

18. NEWS AND VIEWS

Next edition will go out November.

19. FINANCIAL REPORTS**a. To Approve payments, and to note the current status of accounts:**

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary Aug & Sep 2023	£1,109.46
BACS	HMRC	PAYE Aug & Sep 2023	£277.20
BACS	David Wickham	Clean Toot Hill VH July & August Phone box tidy, supplies for Village Hall, repairs to phone box and planters on Toot Hill Village Triangle	£886.23 (£3.17 VAT)
D/D	Eon	Electricity Supply Village Hall May and July & Aug	£65.18 (£3.10 VAT) £65.05 (£3.10 VAT)
BACS	Viking	Defibrillator signs	£13.18 (£2.20VAT)

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BACS	Design, Create, Innovate	Grounds work to Toot Hill Village Hall	£663.84 (£110.64 VAT)
BACS	North Weald Bassett PC	Printing, 300 copies 8page N&V Colour	£120.00 (£0 VAT)
D/D	PWLB	September Loan payment	£1,413.63 (£0 VAT)
BACS	GRB Plumbing and Heating	Supply and install new boiler, pipework and commission appliance	£3,456.00 (£576.00 VAT)
BACS	Adriana Jones	New printer, and envelopes for N&V	£73.88 (£9.17 VAT)

Bank Balances as at 31st August 2023

Unity Current Account 4775	£ 5,233.95
Unity Deposit Account 4788	£ 59,989.66

INCOME:

- £ 71.50 – Thomas Silk Club 17/6
- £ 104.00 - Pilates May-July 2023
- £ 78.00 – Silk Painters 5/8
- £ 245.00 – Silk Painters Hire 3 day event July
- £ 65.00 – Silk Painters Hire 3/6
- £ 149.50 – Thomas Silk Club 17/6, 15/7, 19/8

20. DATES OF NEXT MEETINGS/EVENTS

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

- 9th November
- 11th January