

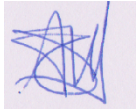
STANFORD RIVERS PARISH COUNCIL

Ware Farm, The Street, High Roding, Essex, CM6 1NT
Tel: 077 377 36365 **Email:** stanfordriverspc@gmail.com

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 9th November 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
 4th November 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 14th September 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
 - *Installation of signage in Hare Street*
- 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:

- VAS at Little End of the village has been reported for maintenance by LHP contact, reference 2876663, however this will be managed by Essex Highways.
- Clerk has contacted Qualis to request their grass cutting schedule for Barnmead for 2024
- Clerk has requested cost to run the Dart7 service on an annual basis.
- Levelling up and Regeneration bill gained royal assent - The measures simplify local planning, mandate design codes for new homes, require developers to provide essential infrastructure, empower councils to address housing and land market imbalances, encourage construction progress updates for developers, and grant councils the ability to work with landlords to repurpose empty buildings for local businesses.

- Ride London-Essex routes for the next three years have been confirmed, and will include travel through Little End / Hare Street. Christopher Davey from London Marathon Events has offered to attend a Parish Council meeting if Councillors wish to address any issues, advising he can outline proposals to support activities in the area, hear suggestions for overall improvements and further develop the Local Access Plans (LAPs) for residents and businesses.
- Remembrance day – Chairman representing Stanford Rivers Parish Council at the North Weald Debt of Honour event. Councillors to consider if in addition they would like a wreath for St Margarets Church, and if any Councillor can lay it.
- The Clerk has contacted both Essex Highways and Cllr McIvor regarding the Parish Paths Scheme (P3) run by Essex County Council. This is in response to the query raised at the previous meeting regarding the path between Little End and Marden Ash. No response has been received from either at the time of printing the agenda. The scheme allows communities to manage certain aspects of maintenance of paths, however there is very limited information on the ECC website, hence the reason further information has been requested.
- Councillors are asked if there are any items they would like to be included as part of the budget / precept process at the January meeting.

7. NEIGHBOURHOOD WATCH

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

8. CONSULTATIONS

Councillors are asked to **CONSIDER** if they wish to respond to the following public consultations:

1. **Parking Standards** – Deadline 4th December - Essex County Council consultation to revise the parking standards guidance for new developments across Essex. <https://consultations.essex.gov.uk/rci/essex-parking-guidance-consultation-2023/>
2. **EFDC Public Spaces Protection Order for dog control** – Deadline 20th November. EFDC is proposing to introduce a Public Spaces Protection Order (PSPO) for dog control, making it an offence for a person in charge of a dog to fail to remove dog faeces deposited on any publicly accessible land within the district, fail to put a dog on a lead when directed to do so by an authorised officer, on any publicly accessible land within the district, fail to limit the number of dogs which a person may take onto publicly accessible land within the district to four dogs, fail to produce a receptacle (i.e. dog poo bags) for picking up dog faeces when requested to do so by an authorised officer, while walking any dog on any publicly accessible land within the district, and fail to exclude a dog from specified fenced areas within the district. <https://www.surveymonkey.co.uk/r/CGXGNXR>
3. **ECC Waste Strategy** – Deadline 22nd November - the draft Waste Strategy for Essex sets out the vision, targets and priorities of the Essex Waste Partnership (EWP), covering how ECC will manage waste from homes and businesses in the county for the next 30 years. <https://consultations.essex.gov.uk/rci/waste-strategy-for-essex-consultation/>
4. **Recycling centre vehicle bookings consultation** – Deadline 19th November – Trial of a booking system was introduced in March 2023, and based on the evaluation ECC is proposing to keep the booking process at all recycling centres. <https://consultations.essex.gov.uk/rci/essex-recycling-centre-vehicle-bookings/>
5. **Policing, Fire and Rescue Services consultation** – Deadline 21st November - The Police, Fire and Crime Commissioner for Essex (PFCC), Roger Hirst, is seeking views on paying for policing and fire rescue services in Essex, as he sets the 2024/2025 budgets for the Services. Link to consultation [Funding for Policing and Fire & Rescue Services 2024/25 \(smartsurvey.co.uk\)](https://www.smartsurvey.co.uk/Funding-for-Policing-and-Fire-Rescue-Services-2024-25)

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.
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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			
EPF/2247/23LB	New House Farmhouse, Mutton Row, Stanford Rivers, Ongar, CM5 9QH	Grade II listed building consent for superstructure repairs including replacing section of soleplate to rear elevation. https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001Xd9q	
2. To NOTE any planning applications that have been responded to via the Clerks delegated powers			
EPF/2033/23	Land at Steers Farm, School Road, Essex, CM5 9SD	Variation to condition 2 'Plan no's' on planning permission EPF/3119/21 (Proposed new infill detached 5 bedroom house with detached carport) - Vehicular entrance and car port re-positioned <i>Following the initial objection by the Parish Council to the original application, further plans have now been submitted which show the proposed car port as being the same size as that originally granted permission (6.5m x 4.5m), albeit now in a different location. The Parish Council has no objection to this revised application, subject to the conditions imposed on EPF/3119/21 being retained, as well as the reinstatement of the hedge.</i>	
3. To NOTE any planning applications upon which EFDC do not normally accept comments			
EPF/2016/23	The Hawthorns, Land Adjacent To, Toot Hill Road, Ongar, CM5 9QP	Certificate of lawful development for existing use for Stables/Horse keeping/Equestrian land. https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001XMC0	
4. To NOTE any other planning matters			
<div>1. London Hoist - crane erected in Little End – Enforcement advise planning application is awaited and no further action will be taken until this is considered. Clerk did email London Hoist, and a response was received into which the General Manager was copied in, however there has been no further response. Clerk has let local resident know. In addition, the last permission for the site was under EPF/1145/05, which was a certificate of lawful development for the use of the site relating to Classes B1, B2 and B8, which is general industrial, storage and distribution, and the new class E (previously B1) which is commercial, business and service.</div> <div>2. Solar Farm - The project team are in the last stages of finalising the proposal at this moment based on the feedback received from the consultation period. They will update the Clerk once this has been finalised.</div>			
5. To NOTE the following planning decision by EFDC			
EPF/1460/23	Great Colemans, Romford Road, Stanford Rivers, Ongar, CM5 9PD	Grade II listed building consent for internal alterations to improve the layout of the existing dwelling	Approve with Conditions PC had no objection
EPF/0862/23	28, Wayletts, London Road, Stanford Rivers, Ongar, CM5 9QD	Retrospective Application for a Paddel Court in the Garden. With new proposed hedges and trees for screening.	Approve with Conditions The PC had no objection subject to floodlights being turned off by 8pm and planting on applicant's own land
EPF/1492/23	Great Colemans, Romford Road, Stanford Rivers, Ongar, CM5 9PD	Installation of PV solar panels on ground mounted frames	Approve with Conditions PC had no objection
EPF/1467/23	Clarks Farm, Mutton Row,	Alterations and conversions of outbuilding to the south of Clarks Farmhouse to be used as an annexe.	Refused The PC had no objection.

	Stanford Rivers, Ongar, CM5 9QH		
EPF/1700/23	Four Elms, Mutton Row, Stanford Rivers, Ongar, CM5 9QQ	Construction of single storey side conservatory	Approve with Conditions PC had no objection
EPF/1286/23	Land At The Rear Of The White Bear P.h. 149, London Road, Stanford Rivers, Ongar, CM5 9QF	Application for approval of details reserved by condition 4 - Foul and Surface Water, condition 5 – Tree protection, condition 7 - Screen Walls and fences, condition 13 – hard and soft landscaping, and condition 19 – Tree retention on planning permission	Approve
EPF/0942/23	37, Cedar Lodge, Berwick Lane, Stanford Rivers, Ongar, CM5 9PZ	Extension to existing dormer roof with accompanying canopy and PV's. Single storey extension to hold a plant room. Minor amendments to windows and Juliet balcony.	Approve with Conditions Plans not technically correct
EPF/1434/23	Oak Lodge Stud, Mill Lane, Stanford Rivers, Ongar, CM5 9SF	Demolition of existing stables, menage, round pen and field shelters and consolidation of surrounding areas to create one new residential dwelling with prescribed domestic curtilage.	Approve with Conditions The PC had no objection

11. TREE ON JUBILEE GREEN

Councillors are asked to **CONSIDER** what action they wish to take regarding this matter, and assess the current state of the tree.

12. DUTY TO CONSERVE AND ENHANCE BIODIVERSITY

Under the Natural Environment and Rural Communities Act 2006, Parish and Town Councils have a **duty to conserve biodiversity**. This has been further strengthened in the Environmental Act 2021 which, in addition to having a duty to conserve requires that this duty extends to '**enhancing**' biodiversity. The Environmental Act 2021 requires that every Parish and Town Council which has functions exercisable must from time to time consider what action the authority can properly take, consistent with the proper exercise of its functions, to further the general biodiversity objective, the first consideration needed to have taken place by 1st January 2024. The biodiversity objective is the conservation and enhancement of biodiversity through the exercise of the Parish Councils functions. To be more specific, Councils need to:

- Determine such policies and specific objectives as it considers appropriate for taking action to further the general biodiversity objective, and
- Take such action as it considers appropriate, in the light of those policies and objectives, to further that objective.

A Parish Council has a wide-ranging set of powers from which it could draw as part of this consideration, and as such the Parish Council is therefore asked to complete its First Consideration of its duty for biodiversity. An example of the types of matters the Council could consider includes:

- Enhance the quality of green spaces to promote nature, benefit wellbeing and provide connecting corridors for wildlife
- Support and actively promote the need for increase good quality cycling and walking infrastructure to improve health and reduce carbon emissions and air pollution
- Consideration of the frequency of mowing
- Consideration of specific habitats or species
- Carbon footprint

13. INTERIM INTERNAL AUDIT

Councillors are asked to **NOTE** the report of the Internal Auditor as attached to the agenda following the interim internal audit for 23/24 that took place on 11th October.

14. CONCLUSION OF EXTERNAL AUDIT 22/23

Councillors are asked to **NOTE** the conclusion of the external audit for 22/23, details of which have been uploaded onto the Parish Councils website and notice board, and attached to the agenda. The auditor has issued an unqualified audit, with no matters brought to the attention of Council.

15. HIGHWAYS / FOOTPATHS

- a) **LEPP202047** – A113 London Road, Stapleford Tawney, request for traffic calming measures and signage JW Epping Lane / A113, at Validation Stage. No update.

b) **Mill Lane Triangle**

Further to the licence application being submitted, Essex Highways have advised that the following further information is needed to progress the application:

- Marked street plan showing the exact location
- Email of support from Cllr McIvor
- Clarity as to if we are planting whole of the junction or just doing three beds (as per plan Clerk submitted)
- Name of species of plant to be planted, and quantity
- Approximate date of planting
- Maximum depth of holes to be dug
- Measurement of area to be planted in meters
- In addition, the Parish Council will need to obtain a traffic management company to barrier to sides of the triangle off so the corners can be topsoiled and seeded. This can be completed we the Council is ready to plant. Barriers cannot obstruct any forward visibility and this will need checking on a regular basis.

Councillors are asked to **AGREE** if they wish to progress this matter.

c) **Potholes**

To receive an update on the potholes in School Road.

d) **Footpath 62, Stanford Rivers**

Councillors will recall from the September meeting that it was agreed clarification would be sought as to the agreement concerning access to footpath 62 during construction works. The Clerk will provide an update at the meeting.

16. CHRISTMAS TREE LIGHTING STANFORD RIVERS

Councillors are asked to **CONSIDER** this year's festive carols event on Jubilee Green, Little End. The start time will be 4pm, as was preferred by local residents. Arrangements have been made to erect the lights on the yew albeit during the day it will not look like a Christmas tree. Once a date has been agreed, the Clerk will arrange for the carol singing and check if Father Christmas is available. The Chairman is asked if he would kindly erect a notice on the Green, and Councillors are asked if they would be willing to hand deliver leaflets to all homes in the vicinity. Councillors are also asked to authorise the expenditure for refreshments and Christmas treats for the event, and a £75 donation for Father Christmas attendance.

17. TOOT HILL VILLAGE HALL

- a) Reinforced Autoclaved Aerated Concrete – 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.
- c) New fire safety guidance comes into force on 1st October 2023. Commencement regulations for new fire safety legal provisions within section 156 of the Building Safety Act 2022 have been laid in Parliament. Section 156 of the Building Safety Act 2022 (BSA) makes a number of amendments to the Regulatory Reform (Fire Safety) Order 2005 (FSO) to improve fire safety in all buildings regulated by the FSO. The Clerk has booked the annual fire risk assessment and fire extinguisher service, and will provide a further update at the meeting.
- d) Key box – A few reports of difficulty opening the key box.
- e) New Boiler installed – a few reports of understanding how to operate thermostat.

18. NEWS AND VIEWS

Next edition will go out middle of this month.

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

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary Oct & Nov 2023	£1,109.26
BACS	HMRC	PAYE Oct & Nov 2023	£277.40
BACS	David Wickham	Clean Toot Hill VH Sep & Oct Phone box tidy	£164.00
D/D	Eon	Electricity Supply Village Hall Sep	£59.21 (£2.82 VAT)
BACS	Calor	Gas Standing Charge Toot Hill Village Hall – July to Dec	£41.18 (£1.96 VAT)
BACS	NWBPC	Remembrance Sunday wreaths and Lunch	£104.00
BACS	Hellabys	Call out Village Hall Boiler 16/5	£330.00 (£55 VAT)
D/D	PKF Littlejohn	External Audit 22/23	£252.00 (£42 VAT)
BACS	Thornwood Grounds Maintenance	Watering Tree Jubilee Green	£72.00 (£12.00 VAT)
BACS	Auditing Solutions	Interim Internal Audit 23/24	£120.00 (£24.00 VAT)
BACS	Cllr John Adams	Reimb for signs, and speederbot	£228.02 (£29.61 VAT)

Bank Balances as at 31st October 2023

Unity Current Account 4775	£ 8,279.84
Unity Deposit Account 4788	£ 55,409.69

INCOME:

- £ 244.20 – Folk Club June-Oct
- £ 39.00 - Pilates Oct 2023
- £ 71.50 – Silk Painters 21/10
- £1,000.00 – ECC Locality Grant Fund Defibrillator
- £ 71.50 – Silk Painters Hire 16/9
- £ 72.60 – High Country Ladies Group Hire Sep-Dec (#51)
- £ 78.00 – Essex Silk Painters Hire 2/9 (#51)
- £ 78.00 – Essex Silk Painters Hire 7/10 (#51)
- £ 420.03 – Interest Received Unity Bank
- £ 154.00 – Ongar Wildlife Society Hire Sep-Dec
- £ 78.00 – Pilates hire Aug & Sep
- £ 33.00 – Ongar young Farmers hire 3/10
- £ 75.00 – Forest Radio hire 9/9

20. DATES OF NEXT MEETINGS/EVENTS

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

- 11th January (inc budget/precpet)
- 14th March