

# Stanford Rivers PARISH COUNCIL

## MINUTES

**Meeting:** PARISH COUNCIL

**Date:** 9<sup>th</sup> November 2023

**Time:** 5.30pm

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

### PRESENT:

**Councillors (5)** Cllr Glover (Chairman), Cllr Mrs Jackman MBE, Cllr Hollington, Cllr Jackson, Cllr Tallon\*  
\* For part of meeting

**Also in Attendance (1)** - Adriana Jones – Clerk

**Members of the Public (2)** Inc ECC Cllr McIvor\*

**Members of the Press (1)**

### QUESTIONS FROM MEMBERS OF THE PUBLIC

No questions.

### P14.1099 APOLOGIES FOR ABSENCE

Apologies received from Cllr Saridja and Cllr Adams. EFDC Cllr Brady had also given her apologies. Cllr Tallon advised he would have to leave part way through the meeting.

### P14.1100 OTHER ABSENCES

None.

### P14.1101 DECLARATIONS OF INTEREST

None.

### P14.1102 MINUTES

Councillors **APPROVED** the minutes of the Parish Council meeting held on 14<sup>th</sup> September 2023 as attached to the agenda.

### P14.1103 MEMBERS REPORTS

- Chairman's Report – No report
- Vice Chairman's Report – Cllr Jackson advised no speedwatch sessions had taken place recently due to him having broken his ankle. He advised that there had been an automatic traffic counter located outside London Hoist, and asked the Clerk if she was aware of who had requested this survey, however the Clerk was unaware. The data from the speed survey had been received earlier that day, and Cllr Jackson advised he would have a more detailed look at the data and report back at the next meeting. He advised he had tried to obtain further information concerning car thefts however this wasn't expected to be received until the following week. Although Cllr Jackson had received the signs, Cllr Adams would erect the signage the following week.
- District and County Councillor Reports – [Cllr McIvor arrived part way through the meeting, however his report is recorded under this agenda item]. Cllr McIvor provided an update on some County related matters, including that the home office had announced 50 hotels housing asylum seekers would be vacated, and that he had put forward the old Pheonix Hotel near Ashlyn's farm for reasons of Highways safety and social cohesion. Some residents in Stanford Rivers Parish have been written to him which was why he was reporting it. Cllr McIvor advised that ECC had just started a financial budget consultation and recommended the Parish Council responded, albeit all Essex residents are able to respond individually also. Every Parish Council seemed to typically report the same issues to him including standard of highway works, speed of work, complexity of getting things done, etc. More money often means more outcomes in these departments, however more money to be paid in Council tax. Cllr McIvor suggested the Parish Council should keep an eye on the proposed developments in Ongar, particularly the one in Greensted Road where a developer representative this week mentioned they were looking to acquire the site, and suggested the Council could meet with Mary Dadd who was leading on this matter. Cllr McIvor felt no houses should be agreed for the site until the road is straightened and made safe. Cllr Jackson asked what the number of proposed units were for the site, to which Cllr McIvor stated he believed 112 houses were included in the local plan. It was noted that the landowner put in for 95 homes, which was refused by EFDC and dismissed on appeal, but the new developer had suggested it would be a lower number than this if he bought the site. Cllr McIvor advised however that if development does not happen on these sites, then the area could be subject to speculative development. Cllr Jackson advised there would be a traffic implication for this Parish for this site. Cllr

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Hollington mentioned the uncoordinated approach to roadworks that seems to take place in the county causing unnecessary disruption to residents. Cllr Mclvor advised that the advanced information of work was simply not acceptable, and that County Councillors and resident concerns were reported to the contractor, Ringway Jacobs, regularly.

Cllr Mclvor reported that following correspondence with the Clerk, he had looked at the P3 pathway scheme and that he had tried to get the pathway between Little End and Marden Ash dealt with under this scheme, however he had been advised it was too big of a job to be included in the scheme, which was disappointing as he had received numerous complaints from residents who were unable to walk this path into Ongar. Cllr Mclvor advised that it has been suggested to him that his Locality fund could be used to purchase equipment and community activists could do the work, however it was simply too dangerous for this to take place, and that if anybody should do the work it had to be Highway approved contractor. Cllr Jackson stated that perhaps some strong weed killer along the pavement could help. Cllr Mclvor stated possibly, but that if foliage was on public land and presents a safety risk, the Council have to deal with it, however if on private land such as trees and bushes going over the highway, the Council were not permitted to touch it as it is the responsibility of the landowner. Cllr Mclvor stated that it was entirely unacceptable the footpath was not safely usable. It would be helpful to establish who owns the land along this route. There were two issues – the overgrowth of the foliage and the space on the pavement with grass growing over the footpath. The Parish Council was very frustrated with the situation, however felt that it was simply too dangerous for them to take on this matter as they could not guarantee the safety of any contractors. The Clerk advised that ECC website states there is a downloadable manual concerning what work can be undertaken via the P3 scheme, however there wasn't one, but that if she could get a copy of it, it would enable her to establish for herself what works could be completed under this scheme. Cllr Jackson advised about extending the 375 bus route to Ongar, which would help provide an alternative for local residents rather than walking, and it was **AGREED** the Clerk would provide contact details of TFL to Cllr Mclvor to see if he could support this idea. Cllr Mclvor confirmed he was happy to write to TFL, especially in the light of Ulez. Cllr Mclvor did mention about the new DigiGo service which may be coming to the Parish soon. This would be particularly beneficial for residents in rural areas.

Cllr Mclvor advised he had 16 potholes left as part of his member led potholes scheme should the Council feel there were any urgent ones that need addressing. It cannot be road erosion, but must be a pothole.

The Clerk advised Cllr Mclvor that Councillors would appreciate better communication from him, and clearly he was doing all the work behind the scenes but that the Council were not informed. Cllr Mclvor asked how best the Council would like this to take place. Cllr Mrs Jackman advised that many Councils she was aware of were very dissatisfied with his responses, and that his social media posts relating to his personal and work life, and this impression this gave. Cllr Mclvor advised that he was entitled to have a personal job and that this enabled him to have considerably more time to complete his Council work. Cllr Hollington advised the issue was public perception. Cllr Mclvor advised if he could attend a meeting he would whenever he could, and that most people have his email and they were welcome to have his mobile too. Cllr Mrs Jackson stated she just wanted Cllr Mclvor to know.

Cllr Brady had submitted a written report advising regarding the Barnmead green that due to cuts at County and District the grass was only cut twice a year. Likewise weedkilling by BIFFA only took place in very few select areas and probably only once a year. The suggestion was that if the residents wish the grass to be cut more frequently or to a higher standard then they ask the Parish Council to fund more detailed cuts. Likewise with weedkilling/clearing they either do some themselves or ask the Parish Council for help. That is what Theydon Bois do with their green and many other Parish Councils also do.

- Parish Councillors Reports – Cllr Mrs Jackman advised that the strip of verge by the layby near Traceys farm had not been cut for some considerable time, and that it was essential this was regularly cut to deter fly tippers. It was noted that that it had not been cut in the last month, and that rain had caused a delay. In addition, because there were hedges there previously it had never been flat so could be challenging to cut. Cllr Jackson suggested that this layby should be weed killed to help control the growth.

### **P14.1104 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT**

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

- 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.

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- Clerk has contacted Qualis to request their grass cutting schedule for Barnmead for 2024 however no response had been received. Clerk referred Councillors to the update from Cllr Brady. Councillors queried exactly who Qualis were and their role within the Council, and a brief summary was provided to members confirming they were a company wholly owned by EFDC, but without the transparency of a Local Authority so it was difficult to see what they actually did as they were in effect a private company.
- Clerk has requested cost to run the Dart7 service on an annual basis, and this would be discussed at Budget / Precept meeting.
- 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. Cllr Jackson reminded Councillors of the issue those south of London Road had as there was nowhere to park cars north of the A113. There was a previous discussion which went nowhere. It was **AGREED** to invite Mr Davey to give a 15 minute talk on the Ride London event at a future meeting. Cllr Mrs Jackman said the consultation should be published before they actually agree what they are doing. It was **AGREED** to let the parishioners know they would at the next meeting. The Clerk confirmed there was money from London Marathon events towards both potholes and grants to different organisation. There was some discussion regarding the event in Budworth Hall, and discrepancies as to when the route was fixed (3 years), however Cllr Jackson said we had to accept the route was now fixed, but it would be good to provide the opportunity for residents to meet him and ask questions.
- Remembrance day – Chairman agreed to lay a wreath at St Margarets Church, and confirmed he would also be attending the North Weald commemorative events and lunch on behalf of the Parish Council.
- Toot Hill hall booked for 2024 elections
- Councillors were asked if there were any items they would like to be included as part of the budget / precept process at the January meeting, and to let the Clerk know before mid-December if there was. Cllr Jackson said the possible purchase of a new tree on Jubilee Green.
- Noticeboard Stanford Rivers – Epping Forest District Council had now replaced the damaged notice board, and provided the Clerk with the keys.

### **P14.1105 NEIGHBOURHOOD WATCH**

Cllr Adams had submitted a written report which was read out for members, and would also be included in the next edition of News and Views. Cllr Jackson advised that a third individual had been charged regarding the theft of watch in Church Road a couple of years back. The Chairman advised he had attended the recent EALC conference, where all the top people from the Fire and Police service were present and provided an update for those in attendance.

### **P14.1106 CONSULTATIONS**

Councillors **CONSIDERED** the following public consultations:

1. **Parking Standards** – Deadline 4<sup>th</sup> December - Essex County Council consultation to revise the parking standards guidance for new developments across Essex. **NOTED**
2. **EFDC Public Spaces Protection Order for dog control** – Deadline 20<sup>th</sup> 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. **NOTED**
3. **ECC Waste Strategy** – Deadline 22<sup>nd</sup> 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. The Chairman confirmed he had attended

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the recent Zoom event on this matter, and provided Councillors with an update on the proposals, confirming they are quite high level. The website link provided very useful information concerning the reduction of waste and sustainability. The Chairman advised it really looked at every possible way recycling and waste efficiency could be achieved, with the biggest push being not to make waste at all, and then reducing the amount of waste created. Cllr Jackson asked if anybody had heard about residents having to pay for green waste, however this was unclear. **NOTED**

4. **Recycling centre vehicle bookings consultation** – Deadline 19<sup>th</sup> 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. Councillors fed back that the booking system seemed to be working. Cllr Jackson enquired as to if you could book by phone, and it was confirmed you could. It was **AGREED** to respond confirming support for the proposals subject to telephone booking being an option.
5. **Policing, Fire and Rescue Services consultation** – Deadline 21<sup>st</sup> 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. **NOTED.**

[Cllr Tallon left]

## P14.1107 VEHICULAR SPEEDING AND SAFETY MATTERS IN THE PARISH

### a) Community Speedwatch

Cllr Jackson advised that since the last meeting there had been some activity including joint operations with the police and truecam, and they were on average out for half an hour. This joint operation will continue where possible.

### b) Speederbot

Cllr Mrs Jackman asked if the data obtained via this system was of any use, to which Cllr Jackson stated that it certainly was as it guided the speedwatch team in terms of timings for operations. The cost of obtaining this data is £8.91 per month, which was felt to be good value. This gives broadly the same data as the automatic traffic counter, and it was definitely worth continuing.

## P14.1108 PLANNING APPLICATIONS

1. To <b>CONSIDER</b> 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. <b>NO OBJECTION</b>
2. To <b>NOTE</b> 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 <b>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.</b>
3. To <b>NOTE</b> 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.
4. To <b>NOTE</b> any other planning matters		
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		

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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. It was unclear when a planning application was due, so Councillors <b>AGREED</b> for this item to go onto the next agenda.			
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.			
<b>5. To NOTE the following planning decision by EFDC</b>			
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, Stanford Rivers, Ongar, CM5 9QH	Alterations and conversions of outbuilding to the south of Clarks Farmhouse to be used as an annexe.	Refused The PC had no objection.
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

### P14.1109 TREE ON JUBILEE GREEN

Councillors agreed that the tree was showing some signs of life around the base, and agreed it could be used as a Christmas Tree for this year. It was **AGREED** to monitor the tree for any growth, and review again early spring to see if the tree could be saved. The Chairman suggested the tree should be shaped into more of a triangle feature, however concern was expressed that this could be too much of a shock for the tree given its current poor state. The Clerk was asked to contact the company from whom we purchased the tree to obtain their opinion on the matter. It was noted that due to the very hot summer last year, many trees had succumbed.

### P14.1110 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



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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 1<sup>st</sup> 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.

Councillors considered this matter, and felt that due to the fact the Parish Council owned very little land, it was extremely limited in terms of what it could do. There was discussion about reducing the amount of grass cutting, however it was felt residents would not support this. It was **AGREED** to review the matter again in 2024 to see if any further opportunities had presented themselves.

## **P14.1111 INTERIM INTERNAL AUDIT**

Councillors **NOTED** the report of the Internal Auditor as attached to the agenda following the interim internal audit for 23/24 that took place on 11<sup>th</sup> October.

## **P14.1112 CONCLUSION OF EXTERNAL AUDIT 22/23**

Councillors **NOTED** 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.

## **P14.1113 HIGHWAYS AND FOOTPATHS**

### **a) Local Highway Panel Requests:**

**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 when the Council is ready to plant. Barriers cannot obstruct any forward visibility and this will need checking on a regular basis.

The question was raised as to if planters were allowed to which the Clerk advised they were not, and ECC had suggested grass seeding to reinstate the triangle edges. This is where the traffic management was needed, which would be expensive and possibly disruptive. ECC would however be happy with small mounds, such as those on the Four Wantz Roundabout. This also cannot be within 450mm of the verge. Cllr Hollington stated that cars would be parking on this green, to which the Clerk advised that the hope was with the planting residents would not. The Chairman advised he had put notices up previously where rubbish was being tipped, and this had stopped immediately. It was **AGREED** the Clerk and Chairman would liaise and try and source costings for the project. Cllr Jackson suggested perhaps somebody could sponsor the area, and thus pay for the work.

### **c) Potholes**

The potholes on School Road had now been filled.

### **d) Footpath 62, Stanford Rivers**

Councillors recalled from the September meeting that it was agreed clarification would be sought as to the agreement concerning footpath 62 during construction work. Both the Chairman and Cllr Jackson had visited site, and it was clear that the entrance to the footpath was completely overgrown and unwalkable, however there was some form of access however it was unclear if this was temporary until building works had been completed. The Clerk advised she had checked the

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planning permission in place, and a consultation response had been received from Highways confirming they had been in discussion with the applicant regarding this footpath, and they were happy with what the applicant was doing. Councillors expressed their concern that this footpath was no longer passable, and it was **AGREED** the Clerk would contact both EFDC Enforcement and ECC Footpath Officer to advise them of the issues and seek clarification as to where the footpath should actually go.

### **e) White Bear Path**

It was noted that White Bear Path was supposed to be cut a couple of months ago at the request of the Council, however the grounds maintenance contractors sub contractor had let him down. There was also a lot of junk along this footpath. The Grounds Maintenance contractor advised that his plan this year was to take a mini digger down there and cut the hedges right back, and also clear the mud and silt on the path by scraping it back. It was **AGREED** that the section between the White Bear and the main road needed cutting back, and that we would consider this again in January to confirm the most suitable date for the works to take place.

### **P14.1114 CHRISTMAS TREE LIGHTING STANFORD RIVERS**

Councillors **AGREED** this year's festive carols event on Jubilee Green, Little End would take place on 3<sup>rd</sup> December. 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. The Clerk will arrange for the carol singing and check if Father Christmas is available. The Chairman confirmed he would erect a notice on the Green, and Councillors agreed they would be willing to hand deliver leaflets to all homes in the vicinity. Councillors also authorised the expenditure for refreshments and Christmas treats for the event, and a £75 donation for Father Christmas attendance.

### **P14.1115 TOOT HILL VILLAGE HALL**

- a) Reinforced Autoclaved Aerated Concrete – The Clerk advised she had checked the records she held and there were no plans for the original build of the village hall. In addition, the Clerk had spoken to a company who completed a RAAC inspection of a nearby hall, however they were unable to advise by looking at pictures if there was RAAC in the hall. It was **AGREED** to wait until further guidance was received from the council's insurance company.
- b) Councillors were reminded that £15,000 had been awarded via the UK Shared Prosperity Fund to support the purchasing of green, energy efficient infrastructure for Stanford Rivers Village Hall. The Clerk had a meeting arranged for 17<sup>th</sup> November with a local building company to ascertain further details in terms of expected cost and timescale. The Clerk also suggested that this matter had perhaps been a little rushed, and the Council had not fully considered the amount of time the hall may be closed, and what this would mean for the regular hall hirers. The Clerk will provide an update after this meeting.
- c) New fire safety guidance came into force on 1<sup>st</sup> 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 had booked the annual fire risk assessment and fire extinguisher service for later in the month, and she will speak to this individual about the new regulations. The Chairman advised that it may be that special internal door knobs were needed.
- d) Key box – A few reports of difficulty opening the key box.
- e) New Boiler installed – a few reports of concern regarding understanding how to operate thermostat. The Chairman advised that users simply had to push the plus button to increase the heat, and it runs for an hour or so.

### **P14.1116 NEWS AND VIEWS**

Next edition would go out w/c 20<sup>th</sup> November.

### **P14.1117 FINANCIAL REPORTS**

The following payments were **AGREED**.

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	£164.00

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		box tidy	
D/D	Eon	Electricity Supply Village Hall Sep	<b>£59.21</b> (£2.82 VAT) <b>£120.77</b> (£5.75 VAT)
BACS	Calor	Gas Standing Charge Toot Hill Village Hall – July to Dec	<b>£41.18</b> (£1.96 VAT)
BACS	NWBPC	Remembrance Sunday wreaths and Lunch	<b>£104.00</b>
BACS	Hellabys	Call out Village Hall Boiler 16/5 Councillors <b>AGREED</b> to contact Hellabys and offer to pay half the amount as they were not satisfied with the service received.	<b>£330.00</b> (£55 VAT)
D/D	PKF Littlejohn	External Audit 22/23	<b>£252.00</b> (£42 VAT)
BACS	Thornwood Grounds Maintenance	Watering Tree Jubilee Green	<b>£72.00</b> (£12.00 VAT)
BACS	Auditing Solutions	Interim Internal Audit 23/24	<b>£144.00</b> (£24.00 VAT)
BACS	Cllr John Adams	Reimb for signs, and speederbot	<b>£228.02</b> (£29.61 VAT)
BACS	SK Automotive	Grass Cutting	<b>£1,728.00 £1656</b> (£288.00 VAT)

### Bank Balances as at 31<sup>st</sup> 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

### P14.1118 DATES OF NEXT MEETINGS/EVENTS

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

- 3<sup>rd</sup> December – Christmas Event Stanford Rivers
- 11<sup>th</sup> January 2024 – (inc budget/precept)
- 14<sup>th</sup> March 2024

Signed ..... Date .....