



MINUTES

Meeting: COUNCIL

Date: 9th April 2018

Time: 7.30PM

Venue: NORTH WEALD LIBRARY, 138 HIGH ROAD, NORTH WEALD

PRESENT:

Councillors (10) A Buckley (Chairman) B Clegg, G Mulliner, Mrs Godwin-Brown, B Eldridge, Mrs Jackman MBE, Mrs Grigg, R Spearman, T Blanks, B Bartram

Officers in Attendance (2)

Susan Deluca - Clerk

Adriana Jones - Principal Finance Officer

Members of the Public (10)

Members of the Press (1)

[Prior to meeting the Chairman presented Mr Derek Tringham with a Lifetime Achievement Award for the work he has done of the Parish for so many years]

C17.194 APOLOGIES FOR ABSENCE (3)

Apologies from Cllrs Tyler, Bedford and Stallan had been received.

C17.195 OTHER ABSENCES (0)

None.

C17.196 MINUTES

The minutes of the meeting of the Parish Council held on 5th March 2018 were **AGREED** and duly signed as a true record. Councillors **NOTED** the Minutes of the Parish Hall at Thornwood Common Management Committee Meeting of March 2018.

C17.197 DECLARATIONS OF INTEREST

Cllr Spearman declared a discloseable pecuniary interest in any item relating to the Local Plan.

C17.198 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed the members of public present, and stated that unless there were any other issues the public would like to raise at this point, individuals would be invited to address the Council under the relevant agenda item. There were no further questions or issues raised under this agenda item.

C17.199 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Members **NOTED** the following Clerks Report:

Date	Reported By or Action Initiated By	Regarding	Action Taken	Further Action Taken
MAR	PFO	NPSG RESEARCH & RESPONSES	QUESTIONNAIRE/ DESIGN CODE TECH PACKAGE	Various Actions

			HERITAGE & CHARACTER ASSESSMENT	
MAR	CLERK	FIRST REGISTRATIO N OF LAND	Ongoing/Continuing	SOLICITORS & RESEARCH INTO OTHER LAND
MAR	CLERK/ SENIOR ADMIN OFFICER	PARISH ASSEMBLY	Various Actions	COMPLETE
MAR	SENIOR ADMIN OFFICER /CLERK	PARISH HALL	Various Actions	Including Electrical Works/Maintenance Issues/Various Matters
MAR	SENIOR ADMIN/CLER K	ARCHIVE	Ongoing	VARIOUS MATTERS
MAR	PFO	ANNUAL ALLOTMENT MEETING	Ongoing	COMPLETE
MAR	PFO/CLERK	ALLOTMENTS	Queens Road	Various Matters
MAR	CLERK	DEFIBRILATO R	Deployment	VARIOUS ADMIN
MAR	CLERK/SENI OR ADMIN OFFICER/PRI NCIPAL	MEETING	Efdc procedures	Death of a Prominent Person
ITEMS RECEIVED WHICH MAY BE OF INTEREST				
Various EFDC Agendas, North Weald Village Life, Various Periodicals				

The Clerk advised she had received an email from a local resident concerned about issues in North Weald including burglaries, fly tipping, ASBOs, policing and general safety. The Clerk suggested it would be good to meet with the new District Councillor after the elections in May together with County Councillors so that these issues could be raised with them. This was **AGREED**.

The Clerk advised Councillors of the EFDC Grand Aid Scheme, stating she had further information if anybody was interested. The NALC/EALC membership renewal had just been received, as well as an Essex County update.

The Clerk advised she had received a letter from a local resident expressing her concern about the increase in bus fares for services going to Epping from North Weald to Harlow. The Clerk had written to ECC at the beginning of January expressing the Parish Councils concerns about bus services in general, and will forward a copy of the letter to Passenger Transport at ECC. Cllr Godwin-Brown asked if the Community bus service was still operating, to which the Clerk confirmed it was however you do need to register to use the service.

Additional agendas from EFDC had been received and were available for members, together with copies of the pictures of the awards given at the Annual Parish Assembly.

The Clerk advised that herself and the PFO had been invited to attend a meeting with Nigel Richardson at EFDC on 10th April with regard Masterplanning and other planning matters, and an update on this meeting would be given at the next Parish Council meeting.

C17.200 REPORTS AND MEMBERS REPORTS

a) Chairman's Report – The Chairman stated that the Annual Parish Assembly which took place on 26th March 2018 was one of the best attended for some time, with about 70 residents in attendance, and offered his thanks to all Councillors and staff who attended and organised the event. The Chairman further reported that an unofficial ceremony to commemorate the 100th anniversary of the RAF took place on 1st April 2018, organised by Mr Moreton, with around 8 or 9 wreaths laid.

b) Vice-Chairman's Report – The Vice Chairman reported that the daffodils in Hastingwood were looking great and that he would take some photos. Concerns had been raised regarding the work being undertaken at the back of McDonalds on the bank of the M11 in that it seems more work was being undertaken and asked if the Clerk could enquire. Cllr Clegg stated that he had already raised this issue and been advised that this was strengthening work, but that it would be finished that evening.

c) District Councillors Report – Cllr Mrs Grigg reported that just as the Parish Council were being consulted on possible changes to the planning system at EFDC, so were District Councillors. The last time such a review was carried out was over 10 years ago, and so a review was really needed. Cllr Mrs Grigg stated that she didn't necessarily agree with some of what has been put forward, but does agree a review is needed.

d) County Councillors Reports – None

e) Parish Councillors Reports

As Chairman of the Environmental Committee, Cllr Mulliner reported that the continuing problems at the Queens Road Allotments caused by the EFDC Contractors were being dealt with by the Clerk, and that in accordance with what was agreed, some items had already been removed from the Meadow Brook section of the cemetery.

Cllr Clegg stated he had been advised to investigate the horrendous fly tipping that had recently taken place in North Weald, which was still there, stating that after the Clerk had investigated with EFDC she had been advised that ECC had been asked four times for a location to which this rubbish could be removed however no suitable location had been agreed. Cllr Clegg advised that the size of the fly tip was around 8-10 tonnes, and it must have been an 8 wheel tipper. The Clerk is still chasing this issue.

f) Neighbourhood Plan & Local Plan – Update

Members **NOTED** that the Parish Council (as the relevant body) were successful in receiving Technical Grant Funding (in the form of a service) for a Design Codes package for the Neighbourhood Plan. Members of the Neighbourhood Plan Steering Group, the Clerk and the PFO met with representatives of AECOM who

are the organisation completing the Design Code document. Work will be ongoing with this for some months. In addition, the Questionnaire Working Group met for the first time earlier in the day, and have set themselves an extremely strict and ambitious timetable for the start date of a 3 week public consultation period beginning 15th June.

Cllr Blanks advised Councillors that EFDC had not kept to their timetable of submitting the Local Plan by 31st March 2018 because one of the local developers has put in a request for a judicial review which has been granted. This will take place on 23rd and 24th May. The company bringing the judicial review is doing so due to their site in Theydon Bois not being included in the Local Plan, and that certain documents were not made available as part of the latest consultation.

C17.201 FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

The Cheque list for March 2018 was approved, and the bank balances **NOTED**. Cllr Mulliner queried the cost to complete works to Higham View Bridge, stating that he was of the understanding that it would cost around £17 and was concerned we had been misled. Cllr Bartram stated that the Parish Council does have to pay for one member of staff for the works for half a day, but that all other workers time was on a volunteer basis. It was **AGREED** the Clerk would investigate this.

A query was raised regarding there being two large payments on the cheque list for A&J Lighting seemingly for the same task. The clerk advised that these were two separate invoices for separate works, albeit for the same street light - the cost including the cost of temporary traffic lights so works could be undertaken safely. The Chairman stated that at the time of the precept, the Parish Council agreed to a programme of lamp replacement, and this goes to show why the Council needed to precept funds for such works.

b) **NOTED** that the Internal Auditor will be in Attendance at the Parish Council Office on 4th May 2018, to undertake an Internal Audit.

C17.202 COMPLAINTS PROCEDURE

Members **AGREED** the inclusion of the paragraph on Vexatious and Persistent Behaviour within the Parish Council's Complaints Procedure.

C17.203 NORTH WEALD MEDICAL CENTRE

Following on from the last meeting, the Clerk was asked to contact the Rt Hon Jeremy Hunt MP regarding this matter. Councillors **NOTED** that no response had been received, also no further response had been received from Rt Hon Alex Burghart, MP. It was suggested the Clerk should also write to Mrs May, with Cllr Mrs Jackman stating that simple good manners would be to send an acknowledgement letter at the least. It was **AGREED** the Clerk will send chaser letters to both.

C17.204 EPPING FOREST DISTRICT COUNCIL - FREEDOM OF THE DISTRICT ON 56 SQUADRON & RAF 100

Councillors **NOTED** that an event is being arranged for the 10th June, organised by EFDC with some input by the Parish Council. EFDC is expecting to be bestowing

the Freedom of the District on 56 Squadron RAF on 24 April at 7.00pm at an Extraordinary Meeting. It is understood that as part of these celebrations, a parade will be organised for 10th June which will march from the North Weald Village Hall to North Weald Airfield, with a 'stop' at the Norwegian Memorial / Debt of Honour for a small number of Wreaths to be laid. It is expected that this parade will include a number of Veterans and also the Air Cadets, RAFA, RAF and any other Uniformed Group who wished to attend. The invitation is also open to the Community of Epping Forest for this Historic Event. There will be a Community Picnic held on the Green at the Airfield near the Hurricane, and the Parish Council has been invited to have a 'presence' perhaps by putting up a Gazebo. Preliminary discussions were held last year but no final details were confirmed, however it is now understood that the EFDC Chief Executive has given the go ahead for the event in this format subject to any necessary licensing agreements.

The Chairman invited Mr Moreton to address the Council. Mr Moreton stated that a run through took place earlier in the day of the procedures and planned routes with the RAF, and this has now all been agreed. One of the benefits of bestowing the Freedom of the District on the RAF is that they have the right to march through the town or city. Ideally this should be Epping, however due to the historic links with North Weald it was agreed North Weald would be a better choice. Mr Moreton stated that members of 56 Squadron together with a number of others, will walk from North Weald Village Hall to the Debt of Honour, two wreaths will then be laid by the Chairman of EFDC and Wing Commanders, followed by the parade dispersing into Merlin Way and reforming with banners onto the airfield by the Hurricane, where the Lord Lieutenant is expected. The community picnic will follow. Entrance is free of charge, and there will be bands, concerts and displays including the Epping Forest pipe band. The final part of the event is a civic presentation to assembled members of the squadron followed by a flypast by a spitfire and hurricane. The event is expected to finish at 4pm. Mr Moreton stated that there was still lots of work to do, such as arranging marshalling for the event, licences etc.

The Chairman asked how long the walk was expected to take, to which Mr Moreton stated that they leave the Village Hall at 12.30pm, and it is expected to take approximately 40 minutes to get to the other end. A rolling roadblock with both a fire engine and an ambulance will be in place, however the road is only expected to be blocked for 15 minutes.

Cllr Mrs Jackman asked how many Councillors would be permitted to attend the event on 24th April, to which Cllr Mrs Grigg advised that the number of spaces would be known once the number of apologies from District Councillors had been confirmed, and once RAFA had confirmed who would be attending. The Clerk advised that she had requested 8 seats, and that she was aware that the Secretary of the District Council Chairman was busy doing her best to try and arrange this. Cllr Mrs Jackman stated it would not be good if members from North Weald Bassett Parish Council were unable to attend.

Mr Moreton confirmed there would be a program which will be released roughly a month before the event, and emphasised this was a District wide event, not just for North Weald. Mr Moreton confirmed that the Airfield Manager confirmed he had

enough marshals for the event. The Clerk confirmed the Parish Council would have a presence at the event at the picnic, with a gazebo, however exact details would need to be agreed.

**C17.205 QUEENS ROAD ALLOTMENTS - WORKS BY THE DEVELOPERS,
WORKING ON THE QUEENS ROAD DEVELOPMENT SITE**

Councillors *NOTED* that the Clerk had been in correspondence with the Directors of Storm, the contractor completing works at this site, who have agreed that any damage to the site will be rectified and the site put back to how it was.

C17.206 SALT BINS

Councillors *NOTED* that the Clerk had been in correspondence with the Head Teacher at St Andrews, details of which were included within the body of the agenda. The Clerk had been advised that the Head Teacher had written to Cllr Jackson, and on 3rd April Cllr Jackson advised that he had arranged an urgent meeting with the Cabinet Member who is responsible. The Chairman welcomed one school governor and one parent present, and reminded members that at the last meeting council agreed they would be prepared to provide a salt bin to be located at the school providing the school gave permission for the bin to be located within the school grounds, and that they would supply the necessary labour to spread the salt. The parent present confirmed that a group of volunteers had put themselves forward to clear around the school and along School Green Lane, however the decision whether or not to open the school remained with the Head Teacher - they were simply looking to minimise any disruption caused by snow by making it more plausible to open the school.

Cllr Mulliner stated that the salt bin should be gifted to the school so that no further H&S liabilities remained with the Parish Council. Cllr Eldridge and Cllr Mrs Godwin-Brown agreed with this suggestion.

With regard to the provision of the first supply of salt, Cllr Clegg stated he was somewhat uneasy with this in that it was not clear who would pay for the second and subsequent deliveries of salt, stating that school budgets were being cut all the time. In addition, Cllr Clegg advised that he understood the concept of the areas around the school being cleared of snow, however also raised his concern that the need for a school to close due to snow was not simply about the surrounding roads being impassable, but also about surrounding villages and major routes the teachers use also being impassable. The parent present stated that she understood these concerns, and that all the local residents were asking was the opportunity to give it a go, and if it's successful then perhaps the Parish Council could fund a refill, or the PTA could fundraise - they are simply looking to minimise the chances of the school closing.

The Clerk advised that the cost of salt bin was roughly between £110 and £220 dependent on quality and design. The cost to fill it up would be £139 with brown coloured salt. It was *AGREED* that the Parish Council would supply one salt bin complete with supply of salt for the school grounds.

**C17.207 NATIONAL ASSOCIATION OF LOCAL COUNCILS MONTHLY
SPOTLIGHT AWARD**

Members *NOTED* that North Weald Bassett Parish Council had been the recipient of the March award, a copy of which was attached to the agenda. Cllr Mrs Grigg asked that thanks were recorded along with congratulations to the Office Staff.

C17.208 ESSEX COUNTY COUNCIL – LIBRARIES GOING FORWARD

- Your Community Libraries And You

Councillors **NOTED** that on the 19th March the Senior Administrative Officer attended an event at Loughton Library - an event to which the whole community could attend, as could anyone who used the Library or their Services. The Officer attended on behalf of the Parish Council and was very concerned at the general consensus of feeling towards the library services, with North Weald Library not even appearing on either their maps or list of libraries. A full copy of the Officers report was attached to the agenda. As a result of this, together with a number of other concerns that have been brought to the attention of staff over the last few months, a meeting with the Area Manager has been arranged for Friday 13th April. It is hoped that a meeting with other County Staff to discuss the future can be arranged following this meeting.

The Clerk reminded Councillors that North Weald Bassett Parish Council was the first library to open a partnership with the Library service, however it has been noticed over the past 2 years that services the Parish Council is able to provide in this library are becoming less and less. The Parish Council continues to try and encourage people to come into this library to stave off any potential closure.

A new Service Level Agreement will be discussed at the 13th April meeting. Cllr Mrs Jackman suggested Cllr Susan Barker should be advised. Cllr Mrs Grigg suggested Cllr Anthony Jackson should also be asked for his comments.

C17.209 SPEED LIMIT– B1393 FROM JUNCTION 7 OF THE M11 TO THE PLAIN THROUGH THORNWOOD & LOWER FOREST

Councillors **NOTED** that a number of local residents had raised their concerns at the Annual Parish Assembly regarding the differing speed limits along the B1393 between Hastingwood and Epping. The Clerk advised that EFDC Cllr Whitbread had also had concerns over the speed through this stretch for over 6 months. The current speed limits are as follows (Note: the exact locations were amended by Cllr Clegg at the meeting):

Location	Speed limit
M11 Roundabout to Cross Keys	60mph
Cross Keys to right outside Happy Grow garden centre entrance.	50mph
Happy Grow to Woodside	40mph
Woodside to The Plain	50mph
The Plain into Epping	30mph
Woodside (30mph), Upland Road (30MPH), Rye Hill Road (national speed limit with is 60).	Various

The Clerk has met with two local residents, both of which were in attendance, who have advised that they feel they are representing the local residents who live in Thornwood Common, some of who were in attendance at the Parish Assembly. At that meeting the Clerk made the suggestion that this matter should be put before the Local Highways Panel for consideration. The residents also stated that the lack of a

enclosed bus shelter so close to this road is dangerous, and expressed concern that there was also no longer a bus shelter outside Popplewells.

Cllr Clegg advised the residents present that the AGM of Thornwood Action would be taking place at 7pm on 29th April in the Parish Hall, at which current and prospective District Councillors had been invited to attend, and urged residents present to attend this meeting not only to see what Thornwood Action is doing to support the community, but so they can meet with their District Councillors.

One of the residents stated that it was pleasing to learn there was much local knowledge about the speed issues in Woodside, which she believed needing enforcement, stating that with all the new development proposed for this area, this will simply exacerbate the current problems.

Cllr Mrs Jackman stated that one of the reasons the Local Highway Panel was set up was for safety, and these arguments fulfil this role. A number of Councillors expressed their dissatisfaction at both EFDC Enforcement and EFDC generally regarding any action actually being taken. The Clerk advised the residents present that they had done the right thing so far, and that they should if possible gain as much support for this issue by getting local residents to write in to the Parish Council. It was **AGREED** the Parish Council would consider making a Local Highways Panel request once these letters of support had been received.

One of the residents asked the Parish Council if it would consider possibly purchasing a new bus shelter to be located near to the Harvest petrol station by Upland Road, but if feasible having it recessed over the ditch stating that the evidence of speeding drivers is all along the grass verge with tyre marks. The Clerk advised that this would be placed on the December Precept and Budget meeting for consideration.

C17.210 EXCLUSION OF THE PUBLIC AND THE PRESS

Due to the agenda containing Exempt (pink) pages, the Chairman proposed a motion that the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed. This was **AGREED**.

C17.211 REGISTRATION OF LAND

Councillors received an update on works to registering the land previously known as Weald Gullet Allotments owned by the Parish Council, along with other parcels of land owned by the Parish Council.

C17.212 CAR PARKING AT PARISH HALL AT THORNWOOD

Councillors discussed this issue at length, and it was **AGREED** that the provision of parking at the Parish Hall at Thornwood could not be offered as this was a vatable service and the Parish Council was not VAT registered.

Meeting closed: 9.37pm

Signed
Date