



MINUTES

Meeting: COUNCIL

Date: 2nd July 2018

Time: 7.30PM

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

PRESENT:

Councillors (11) B Eldridge (meeting Chairman), B Clegg, G Mulliner, R Spearman, B Bartram, A Tyler, N Bedford, Mrs A Grigg, D Stallan, Mrs M Crosby, Mrs S Jackman*

** for part of meeting*

Officers in Attendance (2)

Susan Deluca - Clerk

Adriana Jones - Principal Finance Officer

Members of the Public (2)

Members of the Press (0)

C18.049 APOLOGIES FOR ABSENCE (3)

Apologies from Cllrs Blanks, Mrs Godwin-Brown, and Buckley.

C18.050 OTHER ABSENCES (0)

None.

C18.051 MINUTES

Cllr Stallan advised that following the June meeting, he had submitted his suggested amendments to minute reference C18.025 to the Clerk, which in summary were as follows: after the word organisation add "of the parade" and then after of the District Council, add "56 Squadron and Mr Moreton". It was noted that Cllr Stallan had been provided with a verbatim transcript of this minute reference. Cllr Mrs Grigg advised that it wouldn't be appropriate for her to comment as she was not at the May meeting. With the exception of Cllr Mrs Grigg, Councillors **AGREED** to the suggested amendment by Cllr Stallan.

The minutes of the Parish Council meeting held on 4th June 2018 were **AGREED**.

Councillors **NOTED** the minutes of the Parish Hall at Thornwood Common Meeting held on the 7th June 2018, and the Environmental Committee Meeting held on the 20th June 2018. There were no Queens Hall minutes available.

C18.052 DECLARATIONS OF INTEREST

Cllr Mulliner declared a non pecuniary interest in agenda item 14 by virtue of being Chairman of the Trustees for the North Weald Village Hall Committee. Cllr Stallan declared a non pecuniary interest in agenda item 15 as his son has put himself forward to be a Neighbourhood Watch coordinator. Cllr Bedford declared a non pecuniary interest in agenda if 14 by virtue of being on the North Weald Village Hall Committee.

C18.053 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed EFDC Cllr Les Burrows to the meeting. There were no public questions.

C17.054 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Members **NOTED** the following Clerks Report:

Date	Reported By or Action Initiated By	Regarding	Action Taken	Further Action Taken
JUNE	PFO	NPSG RESEARCH & RESPONSES	QUESTIONNAIRE	CONTINUING
JUNE	CLERK & SENIOR ADMIN OFFICER	FIRST REGISTRATION OF LAND	Ongoing/Continuing	SOLICITORS & RESEARCH INTO OTHER LAND
JUNE	SENIOR ADMIN OFFICER /CLERK	PARISH HALL	Various Actions	Including Maintenance Issues/Various Matters & REQUIREMENTS FOR PAT TESTING
JUNE	ALL STAFF	PLAY AREAS	VARIOUS ACTIONS	MAINTENANCE ISSUES
JUNE	PFO/CLERK	ALLOTMENTS	Queens Road	Various Matters
JUNE	CLERK & PFO	DEFIBRILLATOR	Deployment in North Weald	VARIOUS ADMIN
JUNE	CLERK/SENIOR ADMIN OFFICER	MEETING	Efdc procedures	Death of a Prominent Person - Ongoing
JUNE	CLERK/ PFO & SENIOR ADMIN OFFICER	EVENT AT AIRFIELD	VARIOUS ACTIONS	CONCLUDED
JUNE	PFO	START OF YEAR ACCOUNTS	ONGOING	ONGOING
ITEMS RECEIVED WHICH MAY BE OF INTEREST				
Various EFDC Agendas, North Weald Village Life, Various Periodicals including ICCM Cemetery Magazine , Thank You Notice from Hastingwood Village Hall Committee.				

C18.055 REPORTS AND MEMBERS REPORTS

a) Chairman's Report – The Clerk read out the following report from the Chairman. *Although a report will be given on item 12 a little later, I would just like to give a huge thanks on behalf of Members to Sue, Adriana and Jo for the organising of the marquee and refreshments at the RAF 100 Day on 10th June. Also thanks to the Councillors who were able to make the event. With regard to the Neighbourhood Plan, a magnificent effort by the Steering Group in printing and organising the distribution of the questionnaires. This was no mean feat by a such small team and many thanks from all Councillors.*

It was noted that during this exceptionally dry weather, the garden outside the shops was being watered by a volunteer with the assistance of the Chairman and Environmental Committee Chairman.

b) Vice-Chairman's Report – The Vice Chairman asked that thanks were recorded to the volunteers in Hastingwood who assisted with the delivery and collection of

Neighbourhood Plan questionnaires. It was also reported that horses remain in Mill Street, however there were not so many along Harlow Common.

c) District Councillors Report – Cllr Mrs Grigg advised that it was her understanding that EFDC had won the judicial review on the submission version of the local plan, however had no further information at this time. There had been one appointment of a Strategic Director at EFDC, which leaves one position vacant. Cllr Bedford advised an extra pot of money had been made available of £3million for additional pothole filling throughout the district, however during the recent hot weather there had been reports of road surfaces actually melting. Cllr Bedford also reported that the Harlow and Gilston Garden Town Spatial Vision would be on display at the Civic Offices.

d) County Councillors Reports – None

e) Parish Councillors Reports

Cllr Spearman advised that the resurfacing of the B1393 was done very well. Cllr Clegg agreed, stating that although there was a lot of night working, residents were not disturbed. Cllr Mulliner advised that he, the Chairman, and their respective partners had planted begonias in the garden outside the shops.

Cllr Mulliner reported that the Parish Office had been advised of an issue the prior day following the delivery of a shed to the Wheelers Farm Gardens allotment using the access point from the High Road, and the office was awaiting further information.

f) Neighbourhood Plan & Local Plan – Update

Councillors **NOTED** that to date there had been approximately a 20% response rate for the questionnaires, with many of the last collections not taking place until this week. Cllr Tyler stated this shows the questionnaires were put together very well, stating a total 20% in itself would be a good response rate. Cllr Clegg stated he found the whole process very interesting, with his areas ranging from 47%-68%, with an overall 54% return rate. Cllr Clegg stated that one representative actually knocked on the door of each house, and spent time explaining the importance of completing the questionnaire.

With regard to the Local Plan, Councillors **NOTED** that EFDC had won their judicial review on all four counts, and intend to submit the plan to the inspector after the period of leave to appeal has concluded.

Councillors **NOTED** that as mentioned earlier in the meeting, a consultation was taking place regarding the proposed Spatial Vision for the Harlow and Gilston Garden Town. A static exhibition would be in the Civic Offices in Epping between 2nd and 13th July, with a manned session on 5th July between 4-8pm. A hard copy of the consultation documents were tabled for members information. Cllr Clegg advised that Dorrington Farm is not shown on the documents, and expressed concern regarding the diagrams seeming to show the different ways coming out of the Latton Priory development. Cllr Stallan advised that with regard to the Latton Priory entrance/exit point onto the B1393, it seems to state in the key that this is a 'sustainable transport corridor', going towards Thornwood. There was some confusion

as to exactly what the potential sustainable corridor actually meant. Cllr Clegg raised his concerns regarding the lack of infrastructure planning for these proposals.

The Clerk advised that the closing date for comments was 27th July, and stated that this would have to be an agenda item at either the next planning committee meeting or an extraordinary meeting held. Cllr Stallan advised that the Parish Council may not agree with the Planning Committee's comments, and stated that it should be an Extraordinary meeting. Cllr Clegg **PROPOSED** an Extraordinary meeting should be held immediately following the Planning Committee meeting on 16th July, with only this item on the agenda. This was **SECONDED** by Cllr Tyler. All **AGREED**. The Clerk recommended all Councillors took the time to view the exhibition at EFDC Civic Offices in order to ensure informed discussion took place at the meeting.

C18.056 FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

The Cheque list for June 2018 was **APPROVED**, and the bank balances **NOTED**. Cllr Stallan asked what the SurveyMonkey payment was for, to which it was noted this was for the Neighbourhood Plan questionnaire on line responses. Cllr Mulliner asked for confirmation that the Parish Council's insurance covers the Parish Hall, to which it was confirmed it did.

b) General Data Protection Regulations (GDPR) - Standing Item

Councillors **NOTED** that due to Staffing Resources at the current time no work has been carried out on GDPR. As detailed at the previous Parish Council meeting, work is expected to take place in July / August. Councillors were reminded that GDPR training had been arranged for Monday 10th September, and were asked to contact the Clerk over the next 7 days to confirm their availability.

C18.057 APPOINTMENT TO PARISH COUNCIL COMMITTEE'S

a) In accordance with Standing Orders, Councillors **AGREED** that Cllr Mary Crosby be appointed to the Planning, Environmental, and Parish Hall at Thornwood Management committees.

b) Councillors **NOTED** that Cllr Bartram had stood down as a Trustee for the Queens Hall Charity, leaving only Cllr Bedford, Cllr Mrs Godwin-Brown and Jean Juinper as Parish Council appointed Trustees on the Committee.

C18.058 INVITATION TO ALL DISTRICT COUNCILLORS

Councillors **NOTED** that the Clerk had written to all District Councillors confirming that the date set for a meeting between District and Parish Councillors was 24th September. Cllr Stallan advised that there were 9 North Weald Councillors, 3 for Thornwood and 3 for Hastingwood, and suggested that Councillors were allowed to ask one question only, so as to ensure there was fair representation for each Ward. This was **AGREED**. Councillors were asked to contact the Clerk by 30th August with any specific issues or questions they felt should be raised.

C18.059 QUEENS ROAD ALLOTMENTS

It was **NOTED** that the Chairman of the Environmental Committee and the Clerk met with a representative of STORM, the contractor completing works adjacent to the

Queens Road allotments. During this meeting, all the issues at the site as a result of the works were discussed, and STORM agreed to complete all necessary works.

C18.060 RAF 100 - AIRFIELD EVENT 10th JUNE 2018.

The meeting Chairman invited Arthur Moreton to address the Council. Mr Moreton advised that the event was extremely successful, with a fantastic turnout through the village. The ATC and the ATC band were all volunteers, with the other representatives being paid. It was **AGREED** that a letter of thanks from the Parish Council would be sent to the ATC, the ATC Band, and the 56 Woolwich Cadets. Mr Moreton took the opportunity to suggest that this year's Remembrance Day theme should be the 100 years of the RAF, and offered his assistance with finishing off tables. Cllr Stallan stated that he would agree in principle, but 11th November was the 100th Anniversary of Armistice Day and there were national plans to commemorate this day and it was important this was not overshadowed. Mr Moreton suggested both could be commemorated with themes at the Remembrance Day events. The Clerk advised that there will be a Remembrance Sunday meeting nearer the time, and these issues will be discussed during that meeting.

[Cllr Mrs Jackman arrived]

Cllr Clegg asked Mr Moreton if he could confirm whether or not the Oak Tree that was recently discussed at a meeting was in fact a war memorial. Mr Moreton stated that it wasn't, but that there was a TPO on the tree. The Clerk confirmed she was dealing with Mr Hellier at EFDC regarding the work to this tree, which is featured in a local publication.

C18.061 DOG SHOW AND OPEN GARDENS EVENTS, THORNWOOD

Councillors **NOTED** that both events went ahead and were extremely successful with funds being raised for St Clare's Hospice. The Parish Council asked that thanks were recorded for Mary West for her work organising this event. Thanks were also recorded for Elaine Davis who assisted with the Allotment open gardens. A total of £3,622 was raised for St Clare's Hospice, which includes 15% matched funding via a local bank. All Councillors were amazed at the success of the event.

C18.062 GATE BY CAR PARKING SPACES TO VILLAGE HALL FIELD NEAR WEALD COMMON

Members **NOTED** that the North Weald Village Hall Committee had installed a gate which, when opened, encroached onto one of the car parking spaces allocated to the village hall. Cllr Mulliner stated that the purpose of the gate was to stop people driving onto the green without prior authorisation, and it just borders the parking space. However, when the gate is opened, that particular parking space could not be used. The gate would be opened when EFDC's tractor needed to gain entry to cut the grass, which would mean one space could not be used for H&S reasons. Councillors **NOTED** this.

C18.063 PARISH SPEED WATCH

Councillors **NOTED** the request received by the Clerk from the new Neighbourhood Watch co-ordinator regarding a new Speed watch initiative. Five people had so far expressed and interest in joining the scheme, however six were required to get on the

training programme. Members of the Parish Council were asked to contact the Clerk if they were interested in being part of this initiative. It was noted that an advert had also been placed in the North Weald Village Life, and that speedwatch initiatives worked very well throughout the country. Cllr Eldridge asked if this included Thornwood and Hastingwood, to which it was stated that it was probably for North Weald Village only. Cllr Clegg asked that this was clarified.

Cllr Bedford took this opportunity to advise Councillors that EFDC had brought in a 'no idling' vehicle policy, stating it was about trying to educate people first with a warning, followed by a fixed penalty notice if caught again. This will be enforced by EFDC.

C18.064 PARISH HALL AT THORNWOOD – FRONT ENTRANCE DOORS – COMPARISON

Members **NOTED** the quotes that were attached to the agenda. Only two companies provided full comparative quotes. Cllr Mrs Grigg asked if both were commercial as only one said it was. In addition, only one was offering a 10 year warranty, the other offering 5. Cllr Spearman advised that he had used Window Maintenance for a very long time, and would recommend this quote be accepted. Window Maintenance would also complete the top panel works, the other quote would not. Councillors discussed the possibility of installing metal shutters, similar to those used at North Weald Village Hall, however no agreement was reached. Cllr Tyler **PROPOSED** the Window Maintenance quote was accepted. This was **SECONDED** by Cllr Mrs Jackman. This was **AGREED**. It was **NOTED** that if the top panel was glass, you could not just sign write over it. This would need to be considered.

C18.065 PARISH HALL PARKING

After discussion, Cllr Mrs Grigg **PROPOSED** that a trial period of 6 months should take place with a specific hall hirer who hires the hall for 1 hour per day, whilst bookings try to be increased over the next 6 months as suggested by Cllr Crosby. This was **SECONDED** by Cllr Clegg, with the suggestion that this is placed on the Budget and Precept meeting also. A vote was taken, the results being as follows:

- 9 - For
- 0 - Against
- 2 - Abstention

Cllr Crosby asked that this issue was also placed on an agenda to discuss fully as the July Thornwood Management Committee meeting had been cancelled due to lack of business to discuss.

Meeting closed

Signed

Date