



MINUTES

Meeting: COUNCIL

Date: 5th March 2018

Time: 7.45PM

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

PRESENT:

Councillors (13) A Buckley (Chairman) B Clegg, N Bedford, G Mulliner, Mrs Godwin-Brown, D Stallan, B Eldridge, Mrs Jackman MBE, Mrs Grigg, A Tyler, R Spearman, T Blanks, B Bartram

Officers in Attendance (2)

Susan Deluca - Clerk

Adriana Jones - Principal Finance Officer

Members of the Public (2)

Members of the Press (1)

C17.178 APOLOGIES FOR ABSENCE (0)

None.

C17.179 OTHER ABSENCES (0)

None.

C17.180 MINUTES

The minutes of the meeting of the Parish Council held on Monday 5th February 2018 were **AGREED** and duly signed as a true record. Councillors **NOTED** the following Minutes:

- The Minutes of The Parish Hall at Thornwood Common Management Committee Meeting of 1st February 2018.
- The Notes from The Remembrance Sunday Dissemination Meeting from 21st February 2018.
- The Minutes of the Queens Hall Charity meeting of 16th January 2018.

C17.181 DECLARATIONS OF INTEREST

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

C17.182 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed the two members of public present and invited them to address the Council. The first resident introduced herself stating she was here to represent a number of parents who had children at St Andrews School. She stated that following the recent snow, the headmistress had no option but to close the school for three days due to the treacherous conditions and staff being unable to get to the school. She noted that in December, this Council considered a proposal for grit bins which was ultimately rejected, however she, and other residents, would like the Council to reconsider this matter. The resident gave the Clerk a letter in support of this suggestion by the headmistress of St Andrews School, which the Clerk duly read out to Members. The resident advised that so far 17 local parents had agreed they would be willing to act as volunteers to grit paths and road as they wanted to ensure

the school was kept open should this happen again. The Clerk stated that if this Parish Council took part on the ECC Winter Salt Scheme, such volunteers would be needed, suggesting that this could also be raised at the Annual Parish Meeting and a request for volunteers put in village life. The Clerk advised that she had already spoken with the headmistress of St Andrews advising her to contact Cllr Anthony Jackson to express her concern at the state of the surface of Beamish Close asking that this was raised with Member Services, which the Parish Council has in fact already done twice. The local resident stated that this puts power back in local people's hands, suggesting that bins in Beamish Close and half way down School Green Lane would be ideal.

Cllr Stellan stated that he agreed and supported the idea of Grit Bins, but what he raised at the last meeting when this was debated was that potentially the salt would be used on residents pathways and driveways and nowhere else, and suggested that perhaps a bin inside the school grounds would be a more suitable location. Cllr Tyler stated that as discussed at the previous meeting, grit bins located on the streets can be a target for all sorts of unwanted attention and rubbish, however he would support a grit bin located in the school grounds. Cllr Mulliner expressed his concern that he was aware of people being sued when they have gritted a path and somebody had subsequently fallen over, to which the Clerk advised that any volunteers would need to be trained in the application of salt/grit and that this was part of the requirements when joining the ECC Winter Salt Scheme. Cllr Mulliner asked if that would exonerate them from any insurance claim, to which the Clerk advised that as far as she knows this would be the case. The Clerk stated that the Parish Councils grounds maintenance contractor would be trained, and he could in turn train the volunteers.

The Chairman asked if there was space in the School to locate a grit bin, to which one of the members of the public advised that he was sure there would be but he would need to talk with the headmistress to confirm as such. Cllr Bedford stated that he understood the parents request, however if the teachers couldn't get in then the school wouldn't open anyway, and he believes this was why the school was shut for three days. Cllr Bedford suggested that perhaps an agreement could be reached with a local farmer for them to clear the road up to the school for a fee.

Cllr Stellan **PROPOSED** that this be placed on the April agenda so it could be fully debated, and clarification provided in terms of the insurance and liability for any volunteers. In addition, Cllr Stellan stated that he didn't believe the Parish Council should get involved with paying somebody to clear the roads. The Clerk advised that a grit bin could be purchased for £180, and that if the Parish Council took part in the Winter Salt Scheme, additional salt could be purchased at £139 for 100kg. All **AGREED** this should be placed on the April meeting as an agenda item for full debate.

C17.183 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Members **NOTED** the following Clerks Report:

Date	Reported By or Action Initiated By	Regarding	Action Taken	Further Action Taken
FEB	CLERK/PFO	NPSG RESEARCH & RESPONSES	Ongoing/Continuing &	Various Actions

			Electronic Records	
FEB	CLERK & PFO	FIRST REGISTRATION OF LAND	Ongoing/Continuing	SOLICITORS & RESEARCH INTO OTHER LAND
FEB	CLERK/ SENIOR ADMIN OFFICER	CEMETERY	Various Actions	Most Actions Complete
FEB	SENIOR ADMIN OFFICER /CLERK	PARISH HALL	Various Actions	Including Electrical Works/Maintenance Issues/Various Matters
FEB	SENIOR ADMIN/CLERK	CEMETERY	Ongoing	Various Cemetery Matters including Memorial Garden Grants Renewals
FEB	PFO	ANNUAL ALLOTMENT MEETING	Ongoing	Various Matters
FEB	PFO/CLERK	ALLOTMENTS	Queens Road	Various Matters
FEB	CLERK	DEFIBRILLATOR	Deployment	VARIOUS ADMIN
FEB	CLERK/SENIOR ADMIN OFFICER/PRINCIPAL	MEETING	Efdc procedures	Death of a Prominent Person
ITEMS RECEIVED WHICH MAY BE OF INTEREST				
Various EFDC Agendas, North Weald Village Life .				

The Clerk advised Councillors of the sad passing of Mr Peter Wilkinson, affectionately known as the 'Happy Wanderer', noting that his funeral would be on 19th March at 11.30am at Parndon Wood.

The Chairman asked for an update on progress with securing a suitable site in North Weald for a Defibrillator, to which Cllr Clegg advised that he had been liaising with the Minister from the Methodist Church, and the Church's meeting to discuss this issue was expected to take the following week after it was cancelled the prior due to the recent snow. The Clerk advised that she had a number of other options if permission from the Methodist Church was not forthcoming. It was **NOTED** that the phone box was not appropriate in which to house the Defibrillator.

The Clerk advised that on 10th June there would be a march from the Village Hall to the Memorial in North Weald, followed by a picnic, further details of which would be made available nearer the time, however Councillors were asked to put this date in their diaries.

C17.184 REPORTS AND MEMBERS REPORTS

a) **Chairman's Report** – The Chairman advised that due to the extremely cold weather, works to repair the wall and install the post at the shops in North Weald was yet to take place, however it was expected this would take place in the very near future.

b) **Vice-Chairman's Report** – The Vice Chairman reported that he had attended the Civil Service at Chelmsford Cathedral on behalf of the Chairman who was unable to attend, stating it was a very well attended event with refreshments and an exceptional performance from the Choir. With regard to Mill Street, the presence of litter continues to increase and no matter how many times he contacted EFDC, who

state they attend every two weeks, nothing seems to happen. The Vice Chairman would be contacting McDonalds as they originally agreed to clear rubbish for half a mile around their property.

- c) **District Councillors Report** – Cllr Bedford advised that he had used the 101 reporting tool to report a car that had gone into the ditch outside the cemetery, and by 1pm the same day a 'police aware' sticker had been placed on the car. Cllr Bedford confirmed he had been liaising with the Clerk regarding an extremely large amount of fly tipping that had taken place over the flood meadow, and that the Clerk had secured the site the evening after it was discovered to try and deter any further dumping. Cllr Bedford stated that he had reported to Cllr Will Breare-Hall the issue of Rubbish Carts going over the kerbing on the corner of Higham View, and it had now been agreed the dust carts would take a different route and the area would be re-seeded.

- d) **County Councillors Reports** – None

- e) **Parish Councillors Reports**

As Chairman of the Environmental Committee, Cllr Mulliner reported that some damage had been caused to the allotments at Queens Road by the Contractor completing works for EFDC to build the houses, and that the Clerk was liaising with EFDC and the contractor regarding this. Damage including damaged cladding on pipes, works actually on an allotment, and the allotment path being left as a quagmire.

- f) **Neighbourhood Plan & Local Plan – Update**

Members **NOTED** that the next meeting would be taking place on 15th March, and was mainly to address the issue of questionnaires, including training. A new project plan had been created and sent to all Steering Group members, as well as dates set for meetings for the next 8 months. Confirmation had also been received from Locality that the Parish Council had been awarded further Technical Grant Funding for a Design Code Package. With regard to the original £9,000 funding from locality, £2,186.12 has had to be returned as it was not spent within the agreed timescale, however further funding may be available as part of the next round.

With regard to the Local Plan, there are a number of planning consultations released today that will at some point have an impact on the Local Plan, one of which included a consultation on a revised National Planning Policy Framework (NPPF). One of the proposed changes in the NPPF consultation places a responsibility on the Local Planning Authority to actively encourage pre-application discussions with statutory planning Consultees, which includes the Parish Council.

Cllr Spearman advised that EFDC had been meeting with Developers concerning pre-application advice, for which a charge was made, and that there will be a masterplan for North Weald. Cllr Mrs Grigg advised that there would in fact be two separate Masterplans for North Weald - one for the Airfield and one for the Village - both of which were identified in the submission version of the Local Plan.

This will address concerns such as infrastructure. The Clerk asked if any of the District Councillors had an update in terms of EFDCs intention to submit their Local Plan for examination before 31st March, to which Cllr Bedford advised that they were due to receive an update however this was cancelled due to the recent poor weather. Cllr Mrs Jackman advised there would be an update at the 12th March Local Liaison meeting. Cllr Stallan advised that his understanding was that EFDC were still on target to submit by 31st March.

Cllr Blanks asked if there was any update in terms of the responses received to the submission version of the local plan consultation, to which both Cllr Mrs Grigg and Cllr Stallan advised that they had no update as the meeting at which it was expecting this would be advised had been cancelled, as previously stated by Cllr Bedford.

C17.185 FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

The Cheque list for February 2018 was approved, and the bank balances **NOTED**. The Clerk advised that the cost for Citizen of the Year awards was for three years of awards. Cllr Mrs Jackman enquired as to how income was received from Dog Bins, to which the PFO stated that this was via a recharge. The Clerk advised that Epping Town Council was no longer managing the dog bin emptying on behalf of local councils, and that this was something that would now need to be managed ourselves. It was confirmed that the new chairs for the Parish Hall had been received.

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

C17.186 DATA PROTECTION

Members **NOTED** that documentation in the form of a toolkit had been received from NALC/EALC regarding Data Protection and the role of Data Protection Officers. Members recalled that the Parish Council postponed the Training Session which was due to be held on the 10th March as conflicting information has, and still is, being received. This document is not doing anything to verify the information. The Parish Council has written to EALC asking for confirmation on some items within the toolkit. A further update would take place when confirmation had been received.

C17.187 NORTH WEALD MEDICAL CENTRE- RESPONSE FROM RT HON ALEX BURGHART – MP

Councillors **NOTED** that the Clerk had been liaising with Alex Burghart MP and had now received a response from his Constituency Office as follows:

“Thank you for this information which is extremely interesting. It seems odd the Limes has not asked Alex to help directly. He has now approached the practice again, asking what he can do to help. Once this is clear he will, of course, do all within his power to assist. If you can keep him (and me) informed of any developments we should be able to start asking the right people the right questions!”

Cllr Mrs Jackman stated that if nothing is heard back from Mr Burghart, the Parish Council should write to Jeremy Hunt MP. The Chairman advised that at this stage Mr Burghart has this in hand, and that he should be given a bit longer to deal with this.

Cllr Stallan stated that Mr Burhart should be made aware of the continuing concerns, and that he should be written to after this meeting asking whether or not he has received a reply. Cllr Mrs Jackman stated that it was a matter of finance, and that the numbers remain the same - it just a case that patients now need to go to the Limes instead of North Weald. Cllr Bedford stated that it was the North East Health Board who make the decisions in terms of numbers of surgeries and not the District Council or the MP. Cllr Mrs Jackman advised that when the Practice Manager attended a recent Parish council meeting, she had stated it was a matter of refurbishment that had closed the surgery, but surely NHS England is responsible for this. Cllr Mrs Godwin-Brown stated that if the MP is unable to action or address any of these issues, it is a waste of time writing to him, and if Jeremy Hunt in the man who can take action, he is person to whom we should be writing.

Cllr Stallan advised that North Weald residents are not only served by the Limes, but also by the High Street Surgery in Epping, whom it should be noted were the surgery to originally withdraw from providing a service in North Weald. Cllr Stallan suggested a letter should also be written to the High Street Surgery asking why they offer no direct provision in North Weald, and would they consider coming back.

The Chairman suggested that Mr Burghart should be pushed for a response, and if one was not forthcoming, a letter should be sent to Jeremy Hunt MP.

C17.188 EPPING FOREST DISTRICT COUNCIL - FREEDOM OF THE DISTRICT ON 56 SQUADRON

Councillors **NOTED** that EFDC would be bestowing the Freedom of the District on 56 Squadron RAF on 24 April at 7.00pm at an Extraordinary Meeting, a special meeting that has been convened purely for this purpose. Members **NOTED** that National celebrations are being held during 2018 to commemorate the 100th anniversary of the founding of the Royal Air Force, and that the bestowing of this freedom was to recognise the special links between the RAF and the 56 Squadron who served at North Weald Airfield before, and during, the Battle of Britain. The title of Honorary Freeman does not confer any rights. The Clerk has contact EFDC and asked for room to be made available within the Council Chamber for Parish Councillors to attend this Historic Event, especially as the Clerk, and Arthur Moreton met with Tom Carne, EFDC Public Relations Officer in 2017 regarding this matter and discussions had originally taken place in giving 56 Squadron the Freedom of The Parish. Cllr Jackman stated there should be plenty of room, however Cllr Stallan advised that this couldn't be guaranteed as EFDC were unsure at this stage how many officers from the RAF and District Councillors would be in attendance, however the EFDC Chairman's secretary was working hard to try and organise the event.

Cllr Stallan advised that this was an historical occasion for North Weald, but also for Epping Forest District Council as it was the first time the Freedom of the District had ever been awarded. A freedom scroll would be presented on 24th April. The Chairman advised that Councillors should confirm with the Clerk if they would like to attend this event if it is possible.

**C17.189 QUEENS ROAD ALLOTMENTS – WORKS BY THE DEVELOPERS
WORKING ON THE QUEENS ROAD DEVELOPMENT SITE**

Members **NOTED** that the Clerk had received some complaints in relation to some of the work being carried out by the developers working on the old Queens Road Garage site near the allotments. Both the Clerk and the PFO have visited the Site, and have been liaising with Storm, the Developers and EFDC. The Clerk advised that some of the works had been completed without the agreement of the Parish Council, and were not in accordance with what was originally agreed. This included works actually on an allotment, for which the Parish Council were not made aware and which had eventually resulted in the contractor being advised to cease any future works on that plot without formal agreement being received by the Parish Council. Paul Pledger and Matthew Rudgyard of EFDC had also visited site and were aware of the issues. The Clerk is continuing to liaise with all parties concerned to ensure no further issues occur.

C17.190 ESSEX COUNTY COUNCIL HIGHWAYS USERS SURVEY

Last September ECC invited all Parish & Town Councils, and individual District, City and Borough Councillors within Essex County Council's area, plus a range of other private and public organisations, to offer their views on the priorities and satisfaction levels that they associated with the specific services provided by Essex Highways. They will be asking questions on Road Surface condition, Footway condition, and Keeping roads clear of snow and ice. In the last Survey more than half of the respondents stated that they found it easy or very easy to contact Highways to report a highways issue, they also used comments to make improvements to this survey, stating that this year they have:

- made the wording for this latest survey less confusing
- added the ability for you to write in a 'comments' box
- added two new questions
- extended the response period to six weeks, so that Parish Councils in particular have more time to canvas locally and discuss how they wish to complete their survey as a body.

The results will be fed in to their planning cycle and help them to consider how they use their "limited resources" to meet current and future demands. ECC has invited the Parish Council to take part in this next survey, the deadline being Friday 6th April 2018. Members have already been sent this survey individually by the Clerk, however they are now asked if they would like the Clerk to **COMPLETE** the Survey on behalf of the Parish Council.

Cllr Tyler confirmed he had already completed the survey and proposed that the Parish Council should also respond. Cllr Mrs Grigg asked if there was a comments box into which a complaint could be logged as previously when works were taking place around the district it was extremely difficult to make a complaint. The Clerk advised she was unsure and would need to check. Cllr Mrs Grigg stated that at the very least it would be worth making a comment to say it needs to be easier to make a complaint.

C17.191 COMMEMORATION ‘CHARLIES GARDEN’ THORNWOOD ALLOTMENT

During July & August 2017 it had been suggested by Cllr Hawkins that a Dedication and Commemorative Plaque should be organised for Mr Charlie Boshier, a long standing Allotment Holder and Resident of Thornwood Common, who has managed and maintained a beautiful area at the rear of Thornwood Allotments. Unfortunately due to the circumstances that happened regarding Cllr Hawkins and his passing, it has taken a little while to get this actioned however everything is now in place for this to go forward. The Dedication is to be a ‘thank you’ to Charlie who transformed this area into a garden and has looked after this area himself ever since. The Environmental Committee has agreed that they wish to do this at the Allotment Committee Meeting on the 18th March which starts at 10am at the Parish Hall at Thornwood. Members are therefore **INVITED** to attend this event.

C17.192 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**.

C17.193 REGISTRATION OF LAND

Councillors **AGREED** that a further piece of land left over from the Weald Gullet Allotments owned by the Parish Council should be formally registered.

Meeting closed: 9.00pm

Signed
Date