



**MINUTES**

**Meeting:** PARISH COUNCIL

**Date:** 7<sup>th</sup> February 2022

**Time:** 7.00PM

**Venue:** PARISH HALL, THORNWOOD COMMON

**PRESENT:**

**Councillors (8)** A Buckley (Chairman), T Blanks, R Spearman, A Tyler\*, Cllr Mrs Hawkins,  
Cllr Mrs Grigg, Cllr Ms Wood, Cllr Clegg

*\* for part of meeting*

**Officers in Attendance (2)**

Susan Deluca - Clerk

Adriana Jones – Principal Financial Officer

**Members of the Public (1)**

**Members of the Press (0)**

**C21.119 APOLOGIES FOR ABSENCE (4)**

Apologies received from Cllrs Mulliner, Bedford, Stroud, and Mrs Jackman.

**C21.120 OTHER ABSENCES (2)**

Cllr Irvine and Cllr Etherington.

**C21.121 MINUTES**

Subject to one minor amendment concerning the wording regarding the EF SAC, the Minutes of the Parish Council meeting held 24<sup>th</sup> January 2022 were **AGREED**.

**C21.122 DECLARATIONS OF INTEREST**

Cllr Spearman declared a pecuniary interest in any item concerning the Local Plan.

**C21.123 QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman welcomed the one member of the public present, and agreed that on this occasion he could address the Council under the relevant agenda item concerning the Queens Jubilee.

**C21.124 REPORT OF THE CLERK**

Councillors **NOTED** the report of the Clerk as detailed within the agenda.

**C21.125 REPORTS & MEMBERS REPORTS**

- a) **Chairman's Report** – The Chairman provided a brief update on Cllr Mulliner. All other updates would be included under the specific agenda item.
- b) **Vice Chairman's Report** – Cllr Mrs Grigg advised Councillors that a car had gone into the ditch adjacent to Glovers Lane along Hastingwood Road, with the driver being extremely shocked. Speed checks had been conducted in the area as there were cables located close to this location, however this wasn't the area where speeding is known to occur. Cllr Mrs Grigg suggested the speed check should have been conducted along the straight section of Hastingwood Road where the cars speed up. There is also an area near to Hazelwood Park where cars are often parked and as such vehicles slow down by necessity, and it seemed silly to place a speed check at this location. Cllr Mrs Grigg

asked if the results of this speed check had been received, to which the Clerk advised something had been received late in that afternoon however she had not had a chance to fully review it yet. The Chairman confirmed that the email did include details of speeds of vehicles throughout the period 9<sup>th</sup> – 15<sup>th</sup> December and that this would be reviewed. Cllr Mrs Grigg advised that local residents would want to know the results of this speed survey, given the amount of people that attended the public meeting in Hastingwood Village Hall in 2021. The Clerk advised she had attended a meeting of the Hastingwood Village Hall on the previous Friday and it was mentioned that some residents felt that no responses had been received from Cllr Whitbread on the matters raised at the public meeting in July. The Clerk confirmed she would collate all the information including responses from Cllr Whitbread.

Cllr Clegg stated that in response to the Vice Chairman's comments regarding the meeting with Cllr Whitbread, since this time an additional four people had contacted him to run Community Speedwatch checks after having undertaken the relevant training, however so far none of these people have come forward. Cllr Clegg stated that it is obviously more difficult to run such checks in the winter months due to limited daylight hours. The Clerk stated that perhaps these individuals needed to be brought into the fold and actively encouraged and supported to complete speedwatch checks – some people needed more guidance than others. Cllr Clegg stated he felt it was important to raise this as its very easy for people to moan but do nothing.

- c) **District & County Councillors Reports** – The Clerk advised no reports had been received, but that Cllr Whitbread had contacted her to advise he would be unavailable all day. The Clerk confirmed she would be emailing Cllr Whitbread concerning the next tranche of HMRC monies due to the Parish Council on 1<sup>st</sup> April 2022.
- d) **Parish Councillors Reports** – Cllr Clegg reported that there was a heavy police presence in Upland Road in November 2021, with many summonses being issued, 10 of which were for speeds between 45-50 MPH which is a guaranteed fine or attendance at a speed awareness course.
- e) **Queens Hall Charity Report** – Cllr Ms Wood reported that a meeting of the trustees was scheduled for the following day to discuss a number of matters including the issues reported previously at the January meeting. However since this time there had been a further incident the prior weekend with a quad bike being driven directly at Cllr Ms Wood causing injury to her leg. This took place despite Cllr Ms Wood being on the phone to the police at the time, after which they attended site roughly 40 minutes later after Cllr Ms Wood had been threatened to be stabbed. Cllr Ms Wood confirmed she had spoken with Thornwood Grounds Maintenance and that the hall may need to look at installing staggered posts either side of the entrance to stop quads getting through but not limiting the ability for access by those less able. The Chairman asked if CCTV of the event was available, to which Cllr Ms Wood confirmed it was and that both this and the phone footage had been passed to the police. Cllr Wood also asked that thanks were recorded for the Clerks support with obtaining further grant funding of over £2,000 via the RCCE COVID funding.
- f) **Neighbourhood Plan Report** – No update.
- g) **EFDC Local Plan Report** – The EFDC website still states that the inspector will make a decision on the Local Plan in the first quarter of 2022.
- h) **Highways Report** – None

## C21.126 FINANCIAL REPORT

**a) List of Cheque & Monthly Statement of Accounts**

Subject to one typing error spotted by Cllr Blanks being amended, Members **APPROVED** the list of payments made up to 31<sup>st</sup> January 2022 (circulated prior to the meeting and tabled during the meeting) and **NOTED** the account balances at the end of the month.

- b) Internal Audit** - Members **NOTED** the interim internal audit report for 21/22 as attached to the agenda. The PFO advised that a request for information was being placed in the EALC Weekly Bulletin concerning how other Councils invest any funds in excess of £85,000, as this had been mentioned in the Internal Auditors report.

**C21.127 QUEENS PLATINUM JUBILEE**

**a) Parish Council Organised Event – Tree Planting on Weald Common**

The Tree Planting on Weald Common is being carried out in conjunction with ECC and the Woodland Trust. A number of meetings have already been held with these organisations and all relevant details regarding the type and ages of trees that should be planted have been discussed. Further details regarding possible grants for maintenance of the woodland are being looked at. Office staff are also looking at how to get the community to join in with this initiative, especially for the Platinum Jubilee with school age children and also other members of the community being allotted their own tree and it being shown on a map as to its location. These individuals would then receive a certificate to say they had been allocated a tree in their name.

The Chairman confirmed that it was hoped that in addition to the 2ha site, there was a possibility of planting more trees on the adjacent site of around 1ha, and that a meeting had been scheduled with Tom Moat (ECC), the Clerk and the Senior Administrative Officer in March to discuss the framing of the area in terms of tree plots. Updates on progress will be given at future meetings, however if in the meantime any Councillors had any inspiring ideas regarding this project they should contact the Clerk or Senior Administrative Officer. The Chairman also reported that he had a meeting scheduled for the following day with the Parish Councils grounds maintenance contractor to look at the growth of the whips on Weald Common to establish how well they had taken and were growing, as often some further nurturing is needed. It was noted that the whips from the Woodland Trust for the large forest area would be provided free of charge and would be larger than those supplied for the Cospe areas.

The Chairman confirmed he was still liaising with Trevor Baker about the drainage of ditches across Weald Common, and that it was proposed that the ditch would run at a right angle, coming diagonally left to right towards the Tempest Mead area. Cllr Tyler stated that part of the issue with the road by the village hall with it regularly breaking up was due to it being flooded underneath from the water running off Weald Common, partially as a result of the Tempest Mead development. The Chairman advised that Trevor Baker thinks there is a ditch which may link to the street that runs alongside the vets, and if so it may be that the water can be channelled along that route. This work is deemed necessary to ensure the children in the village are able to use the Weald Common Play Area all year round.

Cllr Blanks mentioned that it was good news there were possible grants available for the woodland, however the cost to maintain the area would be for years to come, not just when they were planted, and stated the Council needed to consider this. The Clerk advised she was hoping to obtain funding via the Essex Climate Change fund, and that she was aware there would be ongoing costs in the future.

Councillors also offered thanks to Councillor Bedford in his position as Deputy Leader of EFDC and Darren Goodey, EFDC Commercial Services Manager, as the Parish Council has now had a Norwegian Spruce delivered as a permanent Christmas Tree on the Village Green. This was given and planted free of charge to the Parish. A formal letter of thanks will be sent after councillors have been formally appraised of this donation.

**b) Queens Platinum Jubilee**

Councillors discussed the possibility of setting up a committee or working group to manage and organise community events in the Parish to celebrate the Queens Jubilee in June 2022. Attached to the agenda was information concerning this occasion. The Clerk stated that there was some discussion in January, and that she had already spoken with Cllrs Ms Wood and Mrs Hawkins, both of whom confirmed they would be happy to be part of a working group. Cllr Ms Wood stated that this commemorative weekend would be a celebration that may never be seen again, and it was important the community were able to take part. Cllrs Ms Wood confirmed she had looked into many aspects and possibilities, including the following:

- Possibility of closing off roads – this would be extremely difficult given the number of celebrations taking place across the country.
- Having a picnic on the Memorial Playing Fields with LED screens showing films
- Having a singer who is able to sing commemorative songs – Cllr Wood had spoken to a singer who took part in VE day celebrations
- An all-day event on Thursday 2<sup>nd</sup> June with the lighting of a Beacon at 9.45pm (A beacon costing around £490 plus VAT to purchase).
- The event at the Memorial Playing Fields being run on Thursday 2<sup>nd</sup> June to kick start other celebratory events over the weekend, as it was thought many families may be holding their own individual parties or events.
- Inviting caterers (burger stalls and ice cream vans) to attend the events, who would pay a pitch fee which would contribute to the costing of the event.
- Inviting companies who provide bouncy castles to attend and that parents could pay for their children to go on these.

What was needed was an idea of funds that were available.

Cllr Mrs Hawkins advised that she would be looking to run an event on Thornwood Common with the use of the hall and car park as the layout of Thornwood was such that it would be dangerous to hold events along the main road. The event could include a baking competition, food and drink, and possibly some sort of music evening in the evening. This would have to be properly managed so as to not upset any neighbouring properties. Cllr Mrs Hawkins advised she would contact every property in Thornwood to ask what type of celebration they would like to see, and she was confident that residents in Brookfield and Duck Lane would take part.

The Clerk confirmed she had spoken to some of the residents and members of the Hastingwood Village Hall Committee, who will also be celebrating the contrary year of the Hastingwood Village Hall this year.

The Clerk stated that it seemed that due the nature and makeup of the Parish, the events would be fairly fractured with at least 3 if not 4 major events possibly taking place, and that the Council needed to consider providing funding to support these events.

The Chairman invited the local resident who was in the public gallery to address the Council. The resident advised that he recalled the Queens 25<sup>th</sup> Jubilee celebrations in the village when he was 10

years old, and that he felt an event where people could bring their own gazebo's and place them in a horseshoe shape around the field with perhaps running races or things people could get involved in would be a great idea. Perhaps a BBQ at about 5pm. The resident confirmed he had been speaking to other local residents who liked the idea of street parties perhaps in Pike Way, Hawks Hill and Queens Road. The resident confirmed he would like to help if he could and felt that it would be nice if there could be both community events and individual events. He confirmed he was running a community event in March and was hoping to donate around 10-20% of the takings to either a charity or possibly towards the Jubilee events. The Clerk looked up the relevant powers of a Parish Council to determine if they were able to accept such funding, and it was noted that the Local Government Act 1972 Section 139 was the 'power to accept gifts' and that funds could be received via this power, and then placed into an earmarked reserve and used for the Jubilee events. The funds could then be spent using the Local Government Act 1972, S.145 Provision of entertainment and the Arts. The Clerk confirmed she would double check this with the auditor.

The Clerk advised that at present she was unaware of anything being arranged for the North Weald Village Hall, but that this is something that could be looked at. It was **AGREED** that a Jubilee Working Group be created to include Cllr Ms Wood, Cllr Mrs Hawkins, along with other Councillors and some members of the community from each village in the Parish, to consider and plan for events.

Cllr Ms Wood **PROPOSED** that an amount of up to £5,000 should be earmarked for community Jubilee events in the Parish. This was **SECONDED** by Cllr Blanks. A vote was taken and all present agreed. It was suggested that perhaps Cllr Stroud should be contacted as he may wish to form part of the working group.

**c) To consider the funding for the Community Jubilee Events**

This was considered under the previous agenda item.

**d) Renovation and rededication of the Norwegian Memorial and Parish Memorial**

Councillors noted that plans were underway for this event to take place on Sunday 19<sup>th</sup> June, and that an email had already been sent to Lt Henning Holm in Norway advising of the occasion. The Clerk will send a chaser during February providing further information. Cllr Andy Tyler stated that he had been investigating the additional names for the Parish Memorial and was finding the process extremely interesting. It was thought there may possibly be three additional names that were needed, however a missing person cannot be commemorated twice and as such works were underway to establish if these missing individuals were recorded on any other memorial. It was hoped this would be completed before the event, however such things take time. Cllr Tyler advised that North Weald Railway station was opened by Great Eastern Railway on 24<sup>th</sup> April 1865, and as such was over 156 years old. One of the names of those missing was a gentleman called Eric who was called up to war, and in 1917 waved goodbye to his father who was the station office at North Weald Railway station. Cllr Tyler advised Councillors of the expression a 'Thankful Village' – meaning a village in the Country where not a single person was lost due to war. There are only 14 of them. Cllr Tyler confirmed he would update members on progress.

**e) Hastingwood Village Hall – Centenary Celebrations**

Councillors noted that the Clerk recently met with the Hastingwood Village Hall Committee, members of which will be hosting an Afternoon Tea as part of the Queens Platinum Jubilee Celebration and the Hall Centenary Celebrations. The Queens Jubilee Working Group will be asked to consider if any funding should be made available for these celebrations.

### **C21.128 ANNUAL PARISH ASSEMBLY**

Members were reminded that due to the pandemic this Parish Council was unable to hold an Annual Parish Assembly together with the annual award presentations in both 2020 and 2021, and that it was both essential and looking entirely possible that this could be held in 2022. Legislation states that the Annual Parish Meeting (Assembly) must be held between 1<sup>st</sup> March and 1<sup>st</sup> June (inclusive) each year on a date decided by the Parish Council (LGA 1972 s 14 (1)(2)). The Annual Parish Meeting (Assembly) may not start earlier than 6:00pm (LGA 1972 s 14 (4)). The Clerk advised that 2022 was not an election year, and as such a day should be allocated for the Annual Assembly. After discussion, it was **AGREED** that the Annual Parish Assembly should be held on Monday 4<sup>th</sup> April in place of the normal monthly Parish Council meeting.

### **C21.129 CIVIC AWARDS**

The Parish Council has a number of nominees held in abeyance from 2 years ago. It was **AGREED** notices asking for nominees should now be put be placed on Noticeboards and Social Media with immediate effect.

### **C21.130 ANNUAL ALLOTMENT AWARDS**

It was **AGREED** that the Allotments Wardens will be able to nominate an award per allotment to be presented at the Annual Allotment Holders meeting on 13<sup>th</sup> March, however any specific awards for the Allotment Wardens would be given at the Annual Parish Assembly.

### **C21.131 ANNUAL ALLOTMENT COMMITTEE MEETING**

Members noted that the Annual Allotment Committee Meeting will be held on Sunday 13<sup>th</sup> March at 9am in the Thornwood Common Parish Hall, and that all Councillors were invited to attend. Cllr Mrs Hawkins would be chairing the meeting in Cllr Mulliners absence.

### **C21.132 MEMORIAL TREE AT HAMPDEN CLOSE**

Attached to the agenda was a copy of an email received from Cllr Tyler regarding the Memorial Tree in Hampden Close, North Weald which is tucked away in a corner of a car port. It is a little known memorial dedicated to nine members of the Essex Regiment who lost their lives while guarding North Weald aerodrome on August 24, 1940. Their shelter received a direct hit during a German air raid. The oak tree still bears the marks of the blast. Cllr Andy Tyler has been contacted by a resident whose garden is adjacent to the tree. The Tree is dedicated to the following:

*Private John Barnes, Private James Bates, Private Frederick Elliott, Private Stephen Held,  
Private Samuel Knight, Private Nathaniel Miles, Private Monty Pincus, Private Stephen  
Shuster and Private Douglas Wood*

The memorial was dedicated on 24<sup>th</sup> August 2010.

Cllr Tyler asked that the Parish Council funds some much needed maintenance of this tree so as to ensure the memorial and tree is protected and maintained. The Clerk confirmed that this issue was both discussed and investigated previously by the Parish Council, and that the Council hold an EMR of £850.00 for these works. Cllr Tyler advised that the tree was overhanging many of the neighbouring gardens, and that it would need trimming every 5-10 years. Cllr Clegg advised that when this was previously investigated, he had visited site and reviewed the works that were needed along with a tree surgeon. This was following a complaint received by the Parish Council that one of the neighbours had climbed up the tree and simply sawn off all sorts of branches. Cllr Clegg advised the works that were needed necessitated a professional tree surgeon to ensure the job was

completed correctly, and that the neighbouring residents would also need to be advised. The cost quoted previously was £750. Cllr Clegg agreed these works were needed, and advised he would be happy to liaise with the company that previously quoted. Cllr Clegg provided some history regarding the previous investigations in which it proved impossible to obtain permission from the land owner, whom it was thought to be Kiers Groups, to complete works on the tree, also stating that ownership of the area was extremely complicated. The Clerk confirmed she would look back through her notes and check, and that she would also liaise with Robin Hellier and ask that he visits site to provide an opinion on what works are needed. It was also **AGREED** the Clerk would establish from Robin Hellier if the tree qualified for a TPO.

#### **C21.133 THANK YOU CARDS FROM NORWAY HOUSE**

Attached to the agenda were two thank you cards from families who had been in residence at Norway House over the festive period, thanking the Council for the generous donations that a number of Members of North Weald Bassett Parish Council sent to Norway House to help fund their Annual Christmas Party.

#### **C21.134 NORTH WEALD AIRFIELD STRATEGIC MASTERPLAN**

Members noted that following the event at the Parish Hall run by Soundings on behalf of EFDC, together with a number of comments from Councillors, the final letter in relation to the above had now been sent to EFDC & Soundings. A copy of the letter had been emailed to Councillors and was also tabled for Members. Cllr Blanks stated that it was important to clearly understand that the three proposed developments in the Parish would mean an additional 2,300 homes plus this new industrial site, which would in effect double the size of North Weald Village and make it town without there being any new infrastructure or any consideration about how people move around. He had attended the public event, and made a point of speaking with EFDC's Nick Dawe (along with a number of members of the public) to express how the full traffic impact had not been fully considered. Cllr Blanks formally requested it be noted that in his opinion EFDC has been deliberately negligent. The Clerk confirmed that almost two pages of the response were concerning the potential impact on traffic.

#### **C21.135 MEETING WITH DISTRICT COUNCILLORS CHRIS & HOLLY WHITBREAD**

Councillors noted that the Clerk and Chairman had met with the above Councillors on Friday 14<sup>th</sup> January and discussed the following matters:

##### **From Cllr Buckley**

- Performance standard of the new Road Sweep in NW.  
**Cllr Chris Whitbread will investigate this matter via EFDC Waste Department and Biffa as it clearly is not satisfactory.**
- Roundabout sponsorship possibility on A414 at The Talbot.  
**Cllr Chris Whitbread will send the Clerk the new LHP Forms to complete and apologise for not sending them previously – The Chairman confirmed there were two interested companies.**
- Outstanding High Road repairs at shops and zebra crossing at Kings Head.  
**Halos were discussed – Cllr Whitbread was meeting with Cllr Lee Scott in the morning a few days – if the Parish Council paid for Halos on Zebra Crossings could these be installed – this would be checked. The Chairman had sent some additional photos today showing the entrance points near the shops, and has suggested that the Halo beacons similar to those by Test in Epping would be ideal. Cllr Whitbread would be looking into this.**

- 3000 Trees for Queens Platinum Jubilee, Flood relief/drainage on North Weald Common / Playground  
Both Cllr Holly & Chris Whitbread were very encouraged with this project. Cllr Holly Whitbread advised of possible grant funding that may be available from the Essex Climate Change Fund for future Maintenance of the Trees
- Planning performance agreement for Quinns in writing  
Cllr Chris Whitbread advised that he ask Andrew Marx to send over written confirmation of what any PPA is. Cllr Spearman asked if Quinns were still pursuing the application, to which the Clerk advised that she had not been advised it had been withdrawn. The Clerk confirmed there are many large developers who have signed up to PPAs with the District Council. The PFO stated that a PPA is agreement between both parties in terms of time and process. The Clerk advised that it was important the Parish Council had the paperwork in case there were any queries from residents. Cllr Blanks said if the Parish Council is looking to obtain copies of the PPA agreement for Quinn, it should also request copies of any other PPAs agreed with developers for development in the Parish.
- Remaining Bike Restrictor at St Clements and cctv promised for outside cemetery – update  
Cllr Chris Whitbread confirmed there would only be one physical Bike Restrictor on the Footpath and that it was his understanding that CCTV was already in place and that no incidents had been recorded. He would ask Safer Communities if the time for the CCTV could be extended to cover the Spring and Summer period for 2022. The Chairman stated this was more of an issue in the spring/summer when the weather was better.
- Church Lane/Hastingwood Village Gateways.  
The Clerk had received details on one Gateway close to the Lancaster Road end of Church Lane, however the feedback was that such gateways would not be appropriate at the Cemetery end of Church Lane, even though all present agreed this made more sense. Cllr Whitbread would investigate this further and come back and advise, he would ask that a further meeting regarding Hastingwood Gateway Signs be made. The Chairman advised further investigations would take place regarding speeding along Mill Street towards Hastingwood Road looking at if there was any possibility of restrictions at this location.

The Clerk advised that she had received a message from Cllr Bedford which confirmed he had spoken to Nigel Richardson who had confirmed he will look deeper into chase farm and taxi fiasco and that Cllr Bedford would get back to the Clerk following this.

#### From Principal Financial Officer

- Can EFDC confirm that the Forward Planning Department are NOT actively advising developers to go against the proposals in the Local Plan, as developers are telling us otherwise. (Site Rosario R2 as an example refers).  
Both Cllr Holly and Chris Whitbread advised why they would not attend the meeting on Monday as they did not wish to fetter their interests. They felt that the District Council would not advise a Developer to increase a site but would try to get the best out of the site.

#### From the Clerk

- Going Back into Library / Library Surgeries – we have not heard Anything at all  
Cllr Holly Whitbread to take this up further with Cllr Louise McKinlay, Portfolio Holder for Communities. The Registrar is still in the library. The Clerk confirmed she had not had a response as yet regarding this, and had been hoping a Councillor surgery could be



held in February however will chase again. The Clerk also confirmed she thought it was extremely unlikely the Parish Council could go back in the library before April/May 2022.

- Epping and Ongar Railway – A number of residents have tried to contact District Councillors about their concerns – have not received a response  
Both Councillors were unaware of this matter. Cllr Tyler stated that he frequently walks his dog in this area and had noted a increased amount of tooting horns which could be quite noise on a Sunday.
- Lighting & Deer along the B1393 – Thornwood Road – Wintry Park to Thornwood  
Both Councillors to bring this matter to the attention of Lee Scott Portfolio Holder for Highways. With regard to lighting, the Clerk had been advised repairs had taken place, however this was not so and as such the Clerk had sent a map to Cllr Chris Whitbread specifying the exact lights that were old. This map was actually taken from ECC's on website which clearly identified the lights were not working. Cllr Tyler again expressed his concern that ECC must have a Health and Safety responsibility to deal with this lights. With regard to the deer, Cllr Clegg stated that from 12<sup>th</sup> to 24<sup>th</sup> December there were seven deer killed between Savills and the Blacksmiths. According to the Protect Deer website, this stretch of road was the most dangerous for deer in the whole of the UK. Cllr Clegg advised Councillors that there are 5 changes in speed limits between the McDonalds roundabout and that he raised this numerous times, having been told 30 years ago by the Police Commission that the speed limit could not be reduced to 30MPH as it would be unenforceable.
- District Council Surgeries – will they start again in 2022  
Yes, as soon as the restrictions regarding meeting in public end, they will go ahead, Cllr Chris Whitbread said they are very useful and would like to meet both with Members of the Public and the Parish at least every couple of months, possibly on a Friday Afternoon. Cllr Mrs Hawkins confirmed she would take this up directly with Cllr Whitbread.

Meeting closed: 8.36pm

Signed .....

Date .....