

## **NAZEING PARISH COUNCIL**

### **Minutes of the meeting of the Full Council held on Thursday 28th April 2016 at 8pm at the Leisure Centre, Bumbles Green, Nazeing.**

**Members present:** Cllrs Arnold (Chairman), Carter, Evans, Frydrych, Joslin, Shorter and Skipper.

**Also present:** Lorraine Ellis (Clerk), District Cllr Bassett & 4 Members of the Public.

*These minutes are subject to ratification at the next meeting.*

#### **1. Apologies for absence:**

Cllrs Casey, Culling, DiMaria, Gross.

#### **2. Public participation:**

Local resident wished to speak on item 6.

#### **3. Declarations of Interest:**

None.

#### **4. Approval and signing of minutes:**

**a)** The minutes of the meeting of the Full Council Meeting held on 24th March 2016 were approved and signed by the Chairman with no amendments.

**b)** The Planning Committee meetings on 10th and 24th March 2016. Noted.

#### **5. Memorial bench for Dr John Gervis to be located in Nazeing. DJ/MF**

Cllr Joslin has spoken to Margaret Gervis & advised of suggested location in Nazeing, near to the crossroads bus shelter, however issues relating to the installation have arisen. Cllr Joslin will discuss with Roy Pearson and Cllr Culling.

#### **6. Replacement Noticeboard at the Triangle.**

The quotes supplied by the resident ranged from £885 to £1,142 for a noticeboard. The Council felt that the prices were at the high end of the market and further quotes were required. Cllr Frydrych will contact Philip Brent (local carpenter) for a quote and The Clerk to obtain another quote. The Clerk advised that the cost has not been included in the budget for this year. In addition, there would be a cost of approximately £50-£100 for materials & installation.

Due to the current state of the telephone box at the Triangle, it was agreed to clean it and Mark Warners Car Valet would be used. The Clerk to arrange.

#### **7. Local Highways Panel and 8. Car Parking at Nazeing Parade. MF**

The issue of congestion outside Nazeing Parade was discussed. A yellow box at both the entrance / exit of the parade, with double yellow lines between the boxes should improve the situation. Due to the change required, a LHP form is not required. The request needs to be sent to North Essex Parking Partnership. Cllr Frydrych to discuss with Kim (Qasim) Durrani (at EFDC).

Cllr Frydrych is trying to address the issues of parking at the Parade and has had some discussions with EFDC.

#### **9. Neighbourhood Planning Grants. TA**

Grants are available to help with Neighbourhood Planning and it was agreed that the Council can apply for a grant. TA & LE to apply for the grant. **TA/LE**  
It was noted that Cllr Shorter left the meeting.

### **10. Street Lighting.**

- a)** To consider quotes to replace lantern o/s 55 Highland Road. **LE**
- b)** To consider quotes supplied by Kier to undertake an inventory of street lights. **LE**
- c)** To consider quotes to replace lantern on Betts Lane nr the Church. **LE**  
Regarding a) to c), no quotes received from Kier so C/F to next meeting.
- d)** Update on replacement of two street lights at Tovey Close & Betts Lane nr the pond. ICP (Independent Connections Provider) agreement signed and Kier appointed as contractor to carry out works. Replacement of two street lights at Tovey Close & Betts Lane nr the pond is scheduled for 18th May 2016.

### **11. Maintenance Required on Trees/Hedges at Leisure Centre Playing Field/Allotments/Land by Elizabeth Close. CE**

- a)** No regular maintenance has been scheduled and the areas have got out of hand. C/F to June/July. **LE**

### **12. Amenity Matters:**

- a)** Allotments. Rental has been received, only £116 outstanding. Allotments AGM was on 18/4/16 – unfortunately not a very high attendance.
- b)** Play areas. Update on quotes to undertake the work listed in the report. C/F to May meeting. **CE/LE.**
- c)** Motorbikes. Issue with trespass and noise disturbance. Update on request to progress the Public Spaces Protection Order. **TA**  
Unfortunately, John Heppell advised that EFDC cannot put up Public Spaces Protection Order as it is private land. Cllr Arnold is going to erect Police signs warning motorbike users of the consequences of illegal trespass.
- d)** Birchwood site. Concern of working outside agreed hours of operation. In addition, the amount of dust from the site is affecting large areas in the village. **TA**  
Andy White (from EA) advised that they cannot sample and test the wood on the Parish Councils behalf.  
It was agreed to send complaint information in a reasonable format, to District Cllr Bassett, who will then approach Environment Agency at EFDC.
- e)** Fly tipping at Laundry Lane. Team set up to address the issue. **CE/MF/PG**  
Fly tipping is still a major issue. There was some discussion on the status of blocking one end of the Lane. EFDC are also pursuing options to address the problem.
- f)** It was agreed to use Casey Tree Services for the tree work required at Pound Close play area. The Clerk to advise Casey Tree Services.

### **13. Financial Matters:**

- a)** It was agreed to authorise:
  - i) payments totalling £2,782.37
  - ii) No transfer of monies between bank accounts was required
- b)** The Financial summary for April 2016 was approved and signed by the Chairman with no amendments. It was noted Cllrs Carter and Joslin will set up & approve

direct credits this month. **Action Cllrs Carter & Joslin.**

**c)** It was agreed to sign a 12 month bespoke contract from E-on for street lighting. Another company was contacted by the Clerk but no quote was forthcoming.

**d)** To review salary and pension administration. It was agreed that the Clerk could investigate using a company to undertake the salary and pension administration.

#### **14. Leisure Centre**

**a)** Revised Hall Hiring Agreement being reviewed. Update. **DJ/TA/PG**

Meeting to be arranged. C/F to next meeting.

**b)** Information / checking a number of risk areas in the Leisure Centre. **CS** C/F.

**c)** Elections on 05/05/16 and 23/06/16. Contact/s required for the Polling Officer. Contacts are the Clerk & Cllr Arnold. Also Cllr Frydrych if he is happy as a contact.

#### **15. Clerks Report.**

**a)** Report circulated before the meeting.

**b)** Issue with outstanding website updates. Cllr Arnold spoke to Amanda Palumbo and website is now up to date.

There may be an issue with copyright on the website, Cllr Joslin will investigate. **DJ**

#### **16. Reports from Councillors who have attended other meetings.**

Cllrs Evans & Arnold attended Chairman training Day 3, which was very worthwhile.

#### **17. Communications:**

Items a) to c) were noted:

**a)** Nicola Ceconi (Countrycare at Epping Forest District Council) advised that the pond water at the Triangle has been tested, to see if pollution is the reason the reed mace is dying and it isn't. Unsure of the reason, so going to plant common reed and assess. Great Crested Newt Surveys w/c 16/5/16, bottles in pond are newt traps.

**b)** Annual inspection in May of play areas by RoSPA Play Safety.

**c)** Council's internal audit scheduled for 10/05/16. External auditors PFK Littlejohn require Annual Return & supporting documents to be returned by 13/06/16.

**d)** EFDC have advised of training, Cllrs to advise Clerk if they wish to attend.

**e)** A resident asked who is responsible for the War Memorial Plaque on the Congregational Chapel in Middle Street, as it is falling away from the chapel wall. The Council believe it's the church's responsibility.

**f)** Fibre Broadband in Nazeing. The Clerk has received calls from BT & Gigaclear. The Clerk to arrange meeting with BT for Cllrs Evans & Arnold. Some Cllrs will be attending the event on 03/05/16 at 7:30pm at Nazeing Golf Club.

#### **18. Information Items and other items for next agenda:**

**a)** Essex Village of the Year competition, closing date 3/5/16.

**b)** Nazeingberries have put AGM notice on noticeboards. Clerk to discuss with them.

**c)** District Cllr Bassett advised that LVRPA have continued their appeal against the Lee Valley Growers, concern about the amount of money it is costing.

#### **Item for next agenda:**

**d)** Neighbourhood Plan to be included on the next agenda. **DJ**

#### **19. Update on Matters relating to the Total site. DJ/CS**

Details of the conditions have been approved on the Total Site.

**20. Annual Meetings.** The Annual Parish Meeting and the Annual Parish Council Meeting will be on 19th May 2015, 7:30pm. Planning meeting to follow.

The Clerk to see if St Giles Hall is available for these meetings.  
Meeting closed 10:05pm.

**Signature of Chairman:**

**Date:**