

NAZEING PARISH COUNCIL

Minutes of the meeting of the Full Council held on Thursday 22nd September 2016 at 8pm at the Leisure Centre, Bumbles Green, Nazeing.

Members present: Cllrs Evans (Chairman), DiMaria, Frydrych, Gross, Joslin, Shorter.

Also present: Lorraine Ellis (Clerk), County Cllr Jackson, 11 members of the Public, ultimately decreasing to 1.

These minutes are subject to ratification at the next meeting.

1. Apologies for absence:

Cllrs Arnold, Carter, Casey, Skipper.

2. Public participation:

None.

3. Declarations of Interest:

Cllr Evans non pecuniary interest in item 15.

4. Approval and signing of minutes:

a) The minutes of the meeting of the Full Council Meeting held on 4th August 2016 were approved and signed by the Chairman with no amendments.

b) The Planning Committee meeting on 14th July, 4th August and 11th August 2016. Noted.

5. Presentation by Affinity Water - Water Saving Programme by Nigel Beaven and Nicola Wilcox.

Presentation by Nigel Beaven followed by questions.

6. Community agents – talk by June Bevan.

Talk by June Bevan followed by questions.

7. Ground rules for meetings. TA

To consider ground rules for meetings in order to focus on agenda items, reduce time spent on certain items, improve discipline in the meetings and finish by 9.30pm. As Cllr Arnold was unable to attend, C/F to next meeting.

8. Council Etiquette. PG

To discuss Councillor behaviour at Parish Council meetings and to consider the correct way forward.

Cllr Gross is concerned about how residents of Nazeing view the Parish Council, Cllrs should not "talk over" residents. Also, Cllrs should not be using mobile phones during meetings. It was agreed to include both these points as part of ground rules for meetings.

9. Motorbikes and Maplecroft Lane. CE

Issue with trespass and noise disturbance. Update.

Generally around Nazeing, there seems to be less motorbikes and also less disturbance at Maplecroft Lane. Members of the public should continue to report trespass and noise disturbances to the police but also email John Heppell (Environment & Neighbourhood Officer at EFDC) JHeppell@eppingforestdc.gov.uk .

10. Wood Recycling site and Recent Fire. CS

To review the situation at the wood recycling site.

The fire has finally been extinguished, by using some new specialist products. Chief fire officer advised that the Wood Recycling site would be invoiced for the cost incurred. Two nurseries have lost their entire crop for the year.

It was agreed that EFDC is asked that the licence is revoked permanently and also to clear the debris / rubbish from Hoe Lane.

11. Traveller sites in Nazeing. MF/CS

To review and approve the draft letter (to be sent to EFDC), containing figures regarding the density of travellers in the parish.

It was agreed that a draft letter would be circulated before the next Council meeting.

Action: Cllrs MF/CS

12. Proposed Energy Recovery Facility, Hoddesdon. MF/DJ

Incinerator at Ratty's Lane, Hoddesdon by Herts CC. Update on the response to Herts CC (listing concerns and issues), following the last CLG meeting.

ECC will consult Nazeing and Roydon Parish Councils, in responding to the application. It was agreed that the response by Cllrs Frydrych & Joslin to Herts CC (listing concerns and issues), should be kept for reference.

It was noted that Cllr Frydrych left the meeting.

13. Maintenance of the land by Elizabeth Close. PG/LE

To consider the 3 quotes supplied for this piece of land.

It was agreed to use GTM Rural Enterprises Ltd to undertake the work and a site visit would be arranged with the contractor, to allow the Clerk & Cllr Gross to confirm details.

14. A&J Street Lighting. LE

To provide an update on the new street light maintenance company, including status of the annual survey.

Over a dozen street light problems were reported to A&J and all have been resolved. One light will need to be cut down as cracked around the base (outside no 5 Wheelers Close). Andy Bouttell has had a preliminary look around Nazeing and there are a lot of old lights. Andy is planning to start the annual survey early next week.

15. Grant request.

To consider the request from Paul Bray (Nazeing Youth Football Club) for a contribution of up to £200 towards the cost of a level 2 football coaching course.

It was resolved that the Council would give Paul Bray (Nazeing Youth Football Club) a grant of £200 towards the cost (£400) of the level 2 coaching course. {Local Government Act 1972 s.137}.

It was noted that Cllr Evans did not vote.

It was noted that Cllr Shorter left the meeting.

16. Highway improvement requests.

a) Commuter parking at Crownfield & impact on residents. To consider approval of the form, for submission to Local Highway Panel.

It was resolved that the request is approved & will be submitted to LHP.

b) Flooding from surface water at Sedge Green. To consider approval of request from County Cllr Jackson, for submission to Local Highway Panel.

It was resolved that the request is approved & will be submitted to LHP. The Clerk will liaise with Susan Stranders (EFDC) who raised it originally.

A resident advised that there has also been waste water flooding at St Leonards Road. Include this request on the next agenda.

17. Congestion and Car Parking at Nazeing Parade. MF

The issue of congestion outside Nazeing Parade and issue of parking at the Parade. Update on progress. As Cllr Frydrych had left the meeting, C/F to next meeting.

18. Gas pipeline maintenance works required (re-painting the section of visible pipeline). LE

To consider if the Council will permit a 12ft by 3/4ft and a 10ft by 3/4ft welfare cabin and storage cabin at the Pound for the duration of the works. The proposed start date is the 28/11/16.

It was resolved that the Council will permit the two cabins at the Pound for the duration of the works, subject to all necessary safety aspects being addressed and the land made good after the works have been completed.

19. Neighbourhood Plan - Grants. TA

To review update of grant application.

Cllr Evans advised that Cllr Arnold is looking into the grant application. C/F to next meeting.

20. Neighbourhood Plan. DJ

To consider the next steps to progress the Neighbourhood Plan.

It was resolved that the next steps are to apply for grant and to look for a consultant to help progress the Neighbourhood Plan.

Action: Cllrs TA/DJ

21. Cllr Vacancies. CE

To consider that the two vacant Councillor positions are advertised.

It was resolved that the two Councillor positions are advertised.

22. Amenity Matters:

a) Fly tipping at Laundry Lane. Update from EFDC, regarding the recent occurrence of fly tipping. **PG/LE**

Cllr Gross advised that the situation is getting worse, he will address it with District Cllr Bassett.

County Cllr Jackson advised that it is has been proposed to Highways that the road is temporary closed and then monitor the impact to fly tipping. EFDC are responsible for clearing rubbish.

b) Noticeboard at Nazeing Triangle. Update. Noticeboard is finished and is due to be installed shortly.

c) Play in the Park sessions in August. Update. 43 children attended the session on 5/8/16 and very positive, however, unfortunately, no one attended the session on 19/8/16 (due to the weather).

It was noted that County Cllr Jackson left the meeting.

23. Leisure Centre

a) To consider approval of the revised Hall Hiring Agreement. **DJ/TA/PG**

It was resolved to approve the revised Hall Hiring Agreement and use immediately, with the condition that it can amended again if required after initial use.

b) Information / checking a number of risk areas in the Leisure Centre. Update. **CS**
As Cllr Shorter had left the meeting, C/F to next meeting.

c) To confirm usage of the football pitches by Nazeing Youth Football Club. **TA**
Cllr Evans confirmed that there are three youth teams using the pitches.

d) The Clerk received an enquiry for 4 day use of hall over 2 weekends. To consider if different rates should apply when there is extended hall hire usage.

It was resolved to charge £100 /day for a hiring of two days or more, subject to the Clerks discretion.

24. The Annual Return: To note the comments from the external auditor on the 2015/16 Annual Return and to consider any required action (Annual Return circulated before the meeting). To note that Sections 1, 2 & 3 must be published by 30/9/16.

It was noted that EFDC had altered the council tax & grant amounts (although the total stayed the same), they didn't realise that it affected figures on the Annual Return. It was resolved no further action required.

25. Remuneration for Parish Councillors. CE

EFDC have asked if Councils are introducing a remuneration scheme for 2017/18 or making changes to an existing scheme. To discuss and consider the remuneration for Parish Councillors.

It was resolved that no remuneration scheme was required.

26. Financial Matters:

a) It was agreed to authorise:

i) payments totalling £4,240.39

ii) transfer of £5,000 between bank accounts.

It was noted Cllrs Joslin & Carter will set up & approve direct credits this month.

Action Cllrs Joslin & Carter.

b) The Financial summary for September 2016 was approved and signed by the Chairman with no amendments.

27. Clerks Report.

a) Report circulated before the meeting. It was noted that the report is still quite lengthy, the Clerk advised that she has been trying to action the outstanding items / close where possible.

b) Issue with outstanding website updates. Update. Will chase again on 23/9/16.

28. Reports from Councillors who have attended other meetings.

None.

29. Communications:

Items a) to d) were noted:

a) The draft Local Plan will include possible development sites across the district. If you would like to register to receive Everything Epping Forest's Draft Local Plan news by email, please email everythingeppingforest@gmail.com with LOCAL PLAN in the subject line.

b) Transport Representative meetings being held during October 2016.

c) West Essex Clinical Commissioning Group are running winter warmer health and wellbeing events. Aimed at older population and will include talks on how to stay safe and well this winter. Details will be added to noticeboards/website.

d) Superfast Essex Phase 3 State Aid Public Consultation, ends 12/10/16.
For consideration.

e) The draft Local Plan. On 22/11/16 the Planning Policy Team will be available for individual meetings, with each Town/ Parish council that wish to discuss their areas. To consider attendance at the meeting. It was resolved that Cllr Joslin would attend the 30 minute meeting, AM preference.

f) Nicola Ceconi (from Epping Forest Countrycare) applied for the "bags of help" grant to replace the dipping platform at the Nazeing Triangle Local Nature Reserve. The grant could increase if more people vote for this project at the Tesco Epping store from 31/10/16 to 13/11/16 (date has changed).

g) Letter from Marie Curie. To consider supporting the Marie Curie Nursing Service in local area with a donation or volunteering some time. C/F to the next meeting, as only 4 Cllrs still present.

h) Letter from Essex Air Ambulance. To consider their request for a grant from the Council. C/F to the next meeting, as only 4 Cllrs still present.

30. Information Items and other items for next agenda:

a) Reminder Emergency Planning Workshop on Friday 7 October 2016 from 10am – 12 noon at the North Weald Airfield run by Peter Charman, Contingency Planner at EFDC. Cllr Gross to attend, Cllr DiMaria can also now attend.

b) Item for next agenda. Lone working arrangements for the Clerk.

31. Update on Matters relating to the Total site. DJ/CS

To consider

a) the appointment of a health and safety consultant to manage the total site
Following advice from the Parish Council's solicitor, it was confirmed that at this stage it is not necessary for the Council to appoint a health and safety consultant.

b) having insurance for total site while the building work is underway.
Following advice from the Parish Council's solicitor, it was confirmed that at this stage it is not necessary for the Council to arrange additional insurance.

Cllr Joslin advised that the contract is with the developer's solicitor.

32. Date of next meeting of Full Council. 27th October 2016, 8pm.

Meeting closed 10:20pm.

Signed by the Chairman:

Date: