

## NAZEING PARISH COUNCIL

### **Minutes of the meeting of Nazeing Parish Council held on Thursday 26th March 2015 at 8:00pm at the Leisure Centre, Bumbles Green, Nazeing.**

**Members present:** Cllrs D Borton (Chairman), Arnold, Ballard, E Borton, Carter, Castle, Joslin, Culling, Evans, Frydrych, Skipper.

**Also present:** Lorraine Ellis (Clerk), 8 members of the Public.

**1. Apologies for absence:** Cllr Shorter, Knight.

**2. Public participation:**

Keith Chadney wished to speak on item 14e.

It was requested to bring forward Agenda item 14e. It was agreed to move item 14e forward, to be discussed after item 5.

**3. Declarations of Interest:**

Cllr Joslin 7e pecuniary interest.

Cllrs Skipper and Frydrych 14e non pecuniary interest.

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

**a)** The minutes of the meeting of the Full Council Meeting held on 26th February 2015 were approved.

**b)** Planning Committee Meeting on 26th February 2015 minutes. Noted.

**c)** Planning Committee Meeting on 12th March 2015 minutes. Noted.

**5. Emergency Flood Action Plan / Emergency Action Plan:**

Peter Charman, Contingency Manager at EFDC, gave a short presentation to NPC.

If there is a major incident, the District Council has a role in looking after people, liaising with emergency services, setting up a call centre, setting up an evacuation centre if residents are evacuated from their homes. Post incident, leading / facility review and the way forward.

The Parish Councils role is up to them, how much support they want to provide.

Peter Charman's advice to residents, is to risk assess your own home and take the necessary precautions. Please be aware that no sandbags are available from EFDC.

Peter Charman will send the Clerk details about a meeting to be held at North Weald in a couple of months' time, which all the Cllrs are welcome to attend.

**Item 14e was discussed at this point, minutes are recorded below.**

**14e)** An email had been received from a local resident regarding possible development at Nazeing Park House.

Keith Chadney wrote to Robert Halfon & Cllr D Borton about their recent visit to Nazeing Park House. In brief Keith wrote that it is wrong for Robert Halfon to suggest that Nazeing Park House is a suitable venue for festivals & functions without the due

process of planning applications & consultation with other owners of land within Nazeing Park. Also, concern that Cllrs details are on a website, implying use of Nazeing Park other than as a residence.

Keith Chadney expressed concern that some Cllrs had allowed their names and photographs to appear on a website in support of the use of Nazeing Park for purposes other than a residence. The Chairman explained that each Cllr had attended for their own reasons and it was up to each one to decide if they wished their names to be removed.

The Clerk commented that the invitation from the estate manager at Nazeing Park was seen to be a request to attend for afternoon tea, as opposed to gaining Cllrs support and as a publicity stunt for their website.

## **6. Review Emergency Flood Action Plan and Emergency Action Plan.**

Carry forward to future meeting, following meeting at North Weald.

## **7. Amenity Matters:**

**a)** Motorbikes - trespass and noise disturbance.

Cllr Arnold advised that this is ongoing, police have been involved.

**b)** Birchwood site.

Cllr D Borton advised that the investigation has been completed by the Environment Agency, it is now going to the Legal Dept. Not expecting an update for some time.

**c)** Update on re-measuring allotment plots.

Cllr Castle advised that the plots have all been measured. NPC would like to record a vote of thanks to Arthur Baker and Bob Bray for their help on this.

It was agreed that the allotment rental value would remain the same and that allotment rental documentation could be amended as necessary to reduce time taken to create it.

**d)** Green and other waste being dumped on land fronting Waltham Road near to Denver Lodge Farm.

No update, carry forward.

**e)** Request for permission from NPC for Cllr Joslin's contractor to go onto the allotments for the purpose of undertaking the necessary work to implement the Diversion Order in respect of FP 59.

Cllr Joslin left the meeting for the duration of the discussion on this planning application.

NPC resolved to grant permission for access, with no liability or cost to NPC and that any damage to the allotments is made good.

10 Cllrs in favour, it was noted that Cllr Frydrych abstained.

**f)** Concern that Lignacite lorries driving up Meadgate Road & turning round have destroyed the road and now ambulances & fire engines can't drive down the road to serve the houses there.

No update, carry forward.

## **8. Financial Matters:**

**a)** It was agreed to authorise:

i) payments totalling £5,256.83

ii) transfer of £1500 between bank accounts to meet future outgoings

It was noted that Vince Cresswell advised that the kerb at Pound Close is damaged (already reported to Essex Highways) and cars are driving on the green.

**b)** The Financial summary for March 2015 was approved.

**c) Renovation of the football pitches.**

The football club has already had the pitches verti-drained, which has allowed the pitches to be playable again, but are looking for some funding from NPC.

It was proposed by Cllr. Joslin that NPC would contribute a net £250 towards the cost of the renovation and this was unanimously agreed. The Football Club would fund the remaining cost.

**9. Current Budget.**

It was agreed that the "Committed Exp" & "Projected Actual" columns are misleading and should be removed from the Budget Detail report. The Clerk will produce a report on spend vs budget every 3 months.

**10. Discuss the "Events" ear marked fund. GS/MF**

It was noted that there is £3,496 in the Earmarked Reserves Events Fund.

Carry forward, Cllrs to bring proposals to the next meeting.

**11. The Leisure Centre.**

**a) Update on maintenance of the Leisure Centre.**

The electrical work has been completed. A problem was identified with the urn and it was agreed to dispose of it.

**b) Quote/s for work to be discussed.**

A quote has been received from Vince Cresswell for maintenance on the Hall and it was agreed to proceed with the work.

**c) It was agreed that the Clerk would review the first aid kit and purchase supplies / new kit as required.**

Cllr Arnold will advise the Clerk of a contact to obtain a quote to replace cracked window and front doors.

**12. Clerks Report.**

Report was noted.

**13. Reports from Councillors who have attended other meetings.**

None.

**14. Communications:**

**a) Letter from Support4Sight asking to consider making a donation to the charity.**

It was agreed that as it is a national charity, NPC would not make a donation.

**b) Letter from the alarm company Active Security Group (alarm at The Leisure Centre), letter circulated to Cllrs.**

It was agreed not to update the alarm system at this time until the future of the Hall had been ascertained.

**c) For noting. Key holder list for the alarm company (Active Security Group) has been updated with Cllr D Borton, the Clerk and Cllr Evans being the nominated contacts.**

**d) Council's internal audit scheduled for 16/06/15. External auditors PFK Littlejohn require Annual Return & supporting documents to be returned by 08/06/15.**

The Clerk raised a concern that the internal audit should happen before the external audit. This was agreed and a request will be made to bring the internal audit forward to May.

**f) Unauthorised notices on Parish Council noticeboards.**

It is not known who has put these notices on the Parish Noticeboards, which is illegal and is obscuring notices for the Public. Any further notices will be removed.

**g)** Cllr D Borton gave an update on the concern of commercial use at Mill House in Betts Lane. Enforcement Officer Sharon Hart has looked at Mill House, the owners have been asked to put in a Planning Application and the resident who raised the complaint has been advised.

**h)** Cllr KC raised the issue of Broxbourne Council introducing a "No right turn" at Broxbourne Railway Station. Item to be included on the next Parish Council meeting agenda.

**i)** A local resident has been told that they are stopping carol singing at Hyde mead House and was asking if NPC knew anything about this, is it true? NPC know nothing about this, advise the resident.

**15. Information Items and other items for next agenda:**

**a)** Cllr Castle advised that Vince Cresswell is grass cutting at Elizabeth Close & Areodrome Corner, hedge has been cut at Bumbles Green, all work completed at Total Site.

**b)** Cllr Castle advised that a resident had informed her that a mobile home at been delivered to a location between Wooster's & the car lot at Sedge Green. Cllr Castle to advise the resident to raise with The Senior Enforcement Officer at EFDC.

**c)** Cllr Carter advised that the police now have permission to remove travellers from Harlow and consequently this could have an impact on Nazeing.

**d)** No items for the next agenda.

**16. Update on Matters relating to the Total site.**

Cllr Joslin recapped on what had been discussed and agreed at the last meeting, and also advised that the Clerk was concerned about sending the letter with the Council's proposal to Mr Ellerbeck.

Cllr Joslin read a letter he has drafted, for Bidwells to send to Mr Ellerbeck. The dates to be amended to be in line with receiving a reply before the next Full Council meeting.

It was noted that Cllr Frydrych had had to leave the meeting at this point.

8 Cllrs present agreed with the content of the letter and for Bidwells to send the letter to Mr Ellerbeck. It was noted that Cllrs D Borton and E Borton abstained.

Cllrs Joslin & Skipper will confirm that the content of the letter that Bidwells send to Mr Ellerbeck is correct.

Cllr Joslin to also ask if Bidwells have received any responses regarding NPC's request for Bidwells to negotiate with the other bidders.

**17. Exclusion of public and press.** Not required.

**18. Date of next meeting of Full Council Committee.** 23rd April 2015, 8pm.

Meeting closed 10:30pm.

**Signature of Chairman:**

**Date:**