

NAZEING PARISH COUNCIL

Minutes of the meeting of the Full Council held on Thursday 25th January 2018 at 8:15pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

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

Also present: Lorraine Ellis (Clerk), 9 members of the Public.

1. Welcome and Introductions:

The Chairman of the Council welcomed everyone to the meeting and asked Cllrs to introduce themselves.

2. Apologies for absence:

Cllrs Clarke, Evans, Gross. Not present: Cllr DiMaria.

3. Public participation:

Mr K Ellerbeck would like to speak on item 18.

4. Declarations of Interest:

Cllr Arnold non pecuniary interest in item 6c.

5. Approval and signing of minutes:

a) To approve the minutes of the Full Council meeting held on 21st December 2017. C/F as only one Cllr present from that meeting.

b) The minutes of the meeting of the Planning Committee held on 14th December 2017 were noted.

6. Planning Applications: DJ. The following applications were considered:

(a) Application No: EPF/3435/17 **Officer:** Alastair Prince

Applicant Name: Mr S Woodcock

Location: 7 Tovey Close, Nazeing, Waltham Abbey, EN9 2LY

Proposal: Proposed two storey rear and side extension.

Resolved – object to the application as

- i) over development on the site and**
- ii) inadequate car parking facilities will be available.**

(b) Application No: EPF/3337/17 **Officer:** Steve Andrews

Applicant Name: Mr Kevin Butchart

Location: Highbury House, Laundry Lane, Nazeing, Waltham Abbey, EN9 2DY

Proposal: Subdivision of Highbury House to create two self-contained dwellings incorporating previously approved (EPF/1057/17) extensions and alterations to the property with modifications to approved fenestration.

Resolved – no objection.

(c) Application No: EPF/3496/17 **Officer:** James Rogers

Applicant Name: Mr R Paddick

Location: The Hyde, Perry Hill, Nazeing, Waltham Abbey, EN9 2LL

Proposal: Application for removal of condition 2 'agricultural occupancy' on planning application EPO/0715/73 (Dwelling for agricultural worker at The Hyde (O. E. 791), Perry Hill, Nazeing).

It was noted that Cllr Arnold left the meeting for the duration of the discussion on this planning application.

Resolved – the Council is unable to comment on the application as no evidence is available to support the application on the District Councils website. If the applicant is able to demonstrate that he has complied with all the necessary requirements for the condition to be removed, it is believed that the Council would not have any concerns with the application.

(d) Application No: EPF/0027/18 **TRE Officer:** Robin Hellier
Applicant Name: Mr John Copping
Location: Longyard Cottage, Betts Lane, Nazeing, Waltham Abbey, Essex, EN9 2DA

Proposal: TPO/EPF/12/99 T1, T2 + T3: Crown thin, as specified.

Resolved – the Parish Council requests that it is referred to the District Council’s Tree Officer to ensure no damage to the trees.

This is provided for information only, EFDC do not normally accept comments on this application.

(e) Application No: EPF/3513/17 **CLD Officer:** Alastair Prince
Applicant Name: Mr Michael Smith
Location: 41 Western Road, Nazeing, Waltham Abbey, EN9 2QH

Proposal: Certificate of Lawful Development for proposed loft conversion with two gable dormers, six roof lights to front and rear dormer with Juliet balcony.

Resolved – no comment, save that obscure windows are installed as necessary.

7. Enforcement Notices/Appeals:

a) The following was noted. Enforcement Cases Closed (December 2017):

Reference	Address	Breach	Result
ENF/0371/17	The Old Waterworks, Green Lane, Nazeing	Change of use to haulage yard	2
ENF/0628/16	Land adjacent to Prospect House, Hoe Lane, Nazeing	No conditions discharged on EPF/1907/10 and mud on the road.	2
ENF/0350/16	School Knotts, Middle Street, Nazeing	New driveway created no drainage.	2a

Result: 2 - No Breach of Planning Control revealed 2a - No Breach - Permitted Development

b) It was noted that no Appeals have been received since the last meeting.

8. Financial Matters:

a) Paul Bray (Nazeing Youth FC) believes the cost is excessive for the development team. It was resolved that there would be no charge for the development team this season.

b) Update on the "mandate changes" request to the bank. The bank advised that the mandate changes to include Cllrs Clarke & Gross as signatories has been made. However, the Cllrs now need to request online banking access. Cllr Gross has requested this, however, there seems to be an issue with Cllr Clarke’s request.

c) It was resolved to approve the cost of £15 to clean the rented office on a regular basis (every 6 – 8 weeks).

d) Amanda Palumbo (website maintenance) has stated that she has spent more than two hours work on the site during the last six months and has indicated an increase would reasonable. Amanda will review again at the end of June. It was resolved that the Council are prepared to pay £90 per six months from 2018.

e) It was resolved to authorise:

i) payments totalling £1,530.45

ii) it was noted no transfer of monies between bank accounts was required.

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

Action Cllrs Joslin & Carter.

f) The Financial summary for January 2018 was approved and signed by the Chairman with no amendments.

g) The third quarterly budget report for 2017/18 was noted, no questions raised.

h) To review charges made for allotment rental and football pitch hire. It was resolved that there would be no changes to allotment rental and that football pitch hire should be reduced to £50/team.

9. Amenity Matters:

a) The street lights annual maintenance visit for 2018 started on 23/01/18, it is weather permitting.

b) The street light on the corner of Hoe Lane and Middle Street. Following further information on possible options, these were discussed and Cllr Shorter recommended option 1, which was agreed by all Cllrs. It was resolved to accept option 1, that is to leave the new light unchanged, as it has been replaced with like for like (the LED light is a direct replacement for the old Sox light) and it is highways compliant.

c) To provide an update on the advertisements for the bus shelters. James Rogers (Planning Officer at EFDC) has confirmed he will assist the Parish Council with the application and that one application will cover both shelters. The cost is 50% of the planning fee for the Parish Council i.e. £231. Clarification will be sought to confirm that a new application is not required when the advertisement changes. It was resolved to proceed with the planning application. It was noted that some of the Cllrs have agreed to assist the Clerk with the application.

d) Play in the Park programme run by EFDC for 2018, cost is £65/session. It was resolved that the Council would like to participate in the scheme and the preferred dates are Friday 3rd August and Friday 17th August at Elizabeth Close. Once dates are confirmed, the school to be advised and to arrange for the bins to be emptied beforehand (i.e. twice that week). Cllr Frydrych offered to assist with any other issues at the play area.

e) Allotments. The current Chairman of the Allotments Association, Arthur Baker, is standing down. The Clerk advised the Council that Arthur had been a great asset providing assistance to her. It was agreed to arrange a signed card to be sent to him.

10. Leisure Centre. KC

There was no update because the working group has not met. Cllr Carter to arrange the next meeting. **Action Cllr Carter.**

Cllr Joslin has made arrangements for the preparation of a CAD plan to enable registration of the title to the Leisure Centre to be effected at the land registry.

11. Incinerator at Ratty's Lane, Hoddesdon. SC/LE

Cllr Clarke prepared a letter, which has been sent to the Secretary of State to request that a decision to confirm a 'calling in' is made. The Council appreciates Cllr Clarke's endeavours on this matter. Reminder for all Cllrs / residents to also write to the Secretary of State.

12. Former Total Site Redevelopment - Increase in cost schedule CS/DJ

Bob Mason (Liquid Living Developments Ltd) has provided the extra works costs and associated delay costs. It was resolved to seek legal advice from the Council's solicitor at Essex County Council on this matter. Cllr Shorter will supply some questions to ask the solicitor, Cllr Joslin's input will also be sought. **Action Cllrs Shorter & Joslin.**

13. Former Total Site Redevelopment. CS/DJ

a) It was resolved to approve all the samples provided by Bob Mason (Liquid Living Developments Ltd) for the house external finishes etc.

Items **b) to e)** to be C/F to a future meeting.

b) Construction Design Management (CDM) compliance. There is a legal requirement to manage and comply with the CDM regulations and the Council need to ensure it protects the financial value of the site until it reaches practical completion and the houses can be sold. To consider Liquid Living Developments Ltd proposed construction specification, insurances for the construction and NHBC or equal, and approve that it meets the Councils expectations and ensures value.

c) Construction Request for Information (RFI). To consider and approve the draft Construction RFI, an information request schedule that will have to be issued to the developer / builder to ensure the Council receives the documentation needed to satisfy the planning conditions/ sales conditions/ mortgage conditions of the houses to protect the financial interests of the Council.

d) To discuss and consider employing a part time secretary to manage the information flow and print documents from Liquid Living Developments Ltd.

e) A sequence of events schedule is required and is to be checked to ensure the builder is complying with the specification / drawings and warranty requirements etc. To consider and approve the draft schedule.

14. Submission Version of the Epping Forest District Local Plan

Representations on the Plan can be made to the District Council until 29/01/18.

Cllr Carter went through the housing figures that EFDC need to provide in the district and Nazeing's proportion represents 1% of the total requirement.

It was resolved to advise EFDC of the following points:

- i) On page 158, NAZE.R1 is referred to as "Land at Perry Hill" which is incorrect,
- ii) The Council accepts the proposal for 122 homes in the parish
- iii) There is concern with some basic errors in the report. Residents at the Council meeting also raised concerns with errors in the report and as a result it is confusing.

15. Clerks Report.

Report circulated before the meeting. No questions raised.

16. Reports from Councillors who have attended other meetings.

Cllr Skipper would like to attend the Nazeingberries meetings but has been unable to do so at present. With respect to the Flood Warden and Emergency Response Roles, Cllr Skipper advised no further progress. The Council is waiting for EFDC to advise when the new Contingency Manager at EFDC can arrange to meet with the Council.

17. Communications.

To following communication was considered:

a) Consultation that Defra and the Welsh Government launched to tackle crime and poor performance in the waste sector and introduce a new fixed penalty for the waste duty of care. Invitation to respond to the consultation by 26/03/18. It was resolved that the Council would not be responding to the consultation however, the Council does support the initiative.

For noting:

b) Details about EFDC February half term activities on the website.

18. New Community Hall Facility.

Kevin Ellerbeck would like to ask the Parish to consider whether they would like to participate in the design process with respect to the proposed new community hall facility on the land off St Leonards Road.

Cllr Carter re-iterated about housing figures for Nazeing. Also, that the landowners can decide what they would like to do with the land. Cllr Carter gave an example of when in August 2008 Walthamstow Dogs’ stadium was closed. It took four years of protesting about the site and approval was still given for 294 housing association homes.

Kevin Ellerbeck advised that an outline planning application would be submitted and he asked if the Parish Council support the provision for a community hall facility and if there is the support, would the Parish Council like to participate in the design process?

Proposal to firstly support the provision for a community hall facility and secondly that a delegated number of Cllrs join a working group to participate in the design process. It was resolved to accept the proposal, however, confirmation would be required from EFDC that the Cllrs can participate in the working group.

Cllrs to confirm by email to the Clerk if they would like to participate in the working group. **Action All interested Cllrs.**

It was also resolved to place a notice on the website, to ask residents if they would like to join this working group and to ask the groups who used the Leisure Centre.

19. Information Items and other items for next agenda:

Information Items:

a) EPF/2197/17 The Bungalow, Hoe Lane, Nazeing, Essex, EN9 2RQ. Application has been withdrawn.

Items for next agenda:

None.

20. Date of Full Council, Annual Parish and Annual Parish Council meetings in 2018.

The proposed dates for the Full Council, Annual Parish and Annual Parish Council meetings in 2018 were agreed, with the exception of the July & August dates.

Date of next meeting of Full Council. 22nd February 2018, 8:15pm.

Meeting closed 10:40pm.

Signed by the Chairman:

Date: