

NAZEING PARISH COUNCIL

Minutes of the meeting of the Full Council held on Thursday 24th January 2019 at 8pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

Members present: Cllrs Carter (Chairman), Billingham, Clarke, Frydrych, Joslin, McCarthy, Shorter, Skipper, Smith.

Also present: Lorraine Ellis (Clerk), 7 members of the Public.

1. Welcome and Introductions:

Cllr Carter welcomed everyone to the meeting and introduced the Cllrs.

2. Apologies for absence:

Cllr Arnold. Apologies noted from County Cllr Jackson.

3. Public participation:

Cllr Carter proposed that participation would be included at the appropriate item.

4. Declarations of Interest:

Cllr Billingham non pecuniary interest in item 6b.

5. Approval and signing of minutes:

a) The minutes of the Full Council meeting held on 20th December 2018 were approved and signed by the Chairman with no amendments.

b) The minutes of the meeting of the Planning Committee held on 13th December 2018 were noted.

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

- (a) **Application No:** EPF/3347/18 **Officer:** Alastair Prince
Applicant Name: Mr Jacek Buniowski
Location: 84 Western Road, Nazeing, Waltham Abbey, EN9 2QQ

Proposal: Part single part two storey rear extension and garage replacement.

Resolved – no objection and subject to obscure windows being installed as necessary.

- (b) **Application No:** EPF/3376/18 **Officer:** Marie-Claire Tovey
Applicant Name: Mr William H Wood
Location: St Leonards Farm, St Leonards Road, Nazeing, Waltham Abbey, Essex, EN9 2HG

Proposal: Continued use and occupation of building for residential purposes.

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

Resolved – it appears that the application relates to the whole building (both floors) but as the Council have seen no evidence of residential occupation, it cannot comment.

- (c) **Application No:** EPF/3382/18 **Officer:** Sukhvinder Dhadwar
Applicant Name: Mr F Tagliarini
Location: Utopia, Pecks Hill, Nazeing, Waltham Abbey, EN9 2NX

Proposal: Demolition of existing dwelling and outbuilding and erection of 2 detached dwellings to replace planning permission references EPF/3285/17 and EPF/1806/18.

Resolved – no objection.

Chairman's initials _____

(d) **Application No:** EPF/3423/18 **Officer:** Alastair Prince
Applicant Name: Mr Casey
Location: Mill House, Betts Lane, Nazeing, Waltham Abbey, EN9 2DB

Proposal: Erection of a single storey extension to existing stable block.

Resolved – no objection.

(e) **Application No:** EPF/2845/18 **COU Officer:** Sukhvinder Dhadwar
Applicant Name: Mr Thomas Breaker
Location: Rose Farm, Hamlet Hill, Roydon

Proposal: Application for the permanent change of use of land to a residential caravan site for Gypsy/Traveller family, to contain four static caravans, existing work shop to be used as Utility/Day room associated hardstanding.

Although the application relates to a property in the Parish of Roydon, it would evidently have an impact on Nazeing and it was therefore considered by the Council.

Following discussion, there was a proposal to object to the application. Eight Cllrs voted in favour of the proposal and it was noted that Cllr Frydrych abstained.

Resolved – object to the application

- i) **As it is inappropriate development in the Green Belt (Policy GB2A Development in the Green Belt) and there are no special circumstances (Policy H10A Gypsy Caravan Sites).**
- ii) **As in the Submission Version of the Local Plan, Policy SP 2 sets out the District Council's approach to traveller sites within the district. There are no allocations for further Traveller Accommodation in Roydon (page 154 paragraph 5.128).**
- iii) **As it would be contrary to Government guidelines in relation to concentration of Traveller sites. The Parish of Nazeing already has a high concentration of Traveller sites and possibly more than any other Parish in Epping Forest. Roydon is the neighbouring Parish to Nazeing, which also has a high concentration of Traveller sites. The EFDC document Public Register of Licensed Gypsy sites dated May 2017 states the following information:**
Total number of sites in the District is 26:-
Number in Nazeing is 10
Number in Roydon is 9 and
Number in rest of the District is 7.
Total number of pitches in the District is 105:-
Number in Nazeing is 65
Number in Roydon is 33 and
Number in rest of the District is 7.

In the event that the application goes to Committee, the Council reserves the right to attend the Committee meeting. This will be in consultation with Roydon Parish Council.

7. Enforcement Appeals:

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

8. EFDC Area Planning Sub-Committee West Meetings: KC

Cllr Carter proposed that the Council does not need to attend the Districts Area Planning Sub-Committee West meeting every time there is a Nazeing planning application if the Planning Officer is recommending approval. Cllr Carter also proposed that either Cllr Carter or Cllr Joslin, as Chairman of the Council and Chairman of the Planning Committee, should speak on behalf of the Parish Council at these meetings. If both of these two Cllrs were unavailable, then Cllr Clarke or Cllr Frydrych, as Vice-Chairman of the Council and Vice-Chairman of the Planning Committee, should speak instead.

The following points were raised and discussed by the Cllrs

- The Council should be attending these meetings if the Council fully supports a planning application

Chairman's initials _____

- In light of the changes introduced by EFDC, it is the Council's one opportunity to speak about an application at the Districts planning meeting, and it is important that the Parish Council's voice is heard.
- For each planning application, it should be decided if attendance is required or not
- When a Cllr has undertaken research on a particular planning application, then that Cllr should be representing the Council.

The original proposal (as noted above) was voted on and defeated.

Following further discussion, it was resolved that when notification of the Plans West meeting agenda is received from EFDC, as it is unlikely that there will be a scheduled Council meeting, it will be decided via email, if attendance is required at the Plans West meeting and which Cllr will represent the Council on each application.

9. Amenity Matters:

a) Recently felled trees at Palmers Grove, Hoe Lane. Some photos were displayed showing views of the trees at Palmers Grove, near the Hoe Lane play area and views after they had been felled. Cllr Clarke advised that there was concern of possible subsidence with a bungalow. She had met with Steve Mayhew (Arboricultural Officer at EFDC), who advised that there had been no consultation with their department. All the trees had been felled and this was probably not necessary. Cllr Clarke advised that this had left the resident feeling very vulnerable. It was resolved to write to EFDC and request that a hedge is re-instated and a temporary barrier is installed as soon as possible. **Action Cllr Clarke & the Clerk**

b) Request from resident of Palmers Grove, Hoe Lane to consider installing an additional street light in Palmers Grove (near no 73). Cllr Clarke & the Clerk explained the reasons for the request and the issues of installing a new street light. It was resolved that due to there being special circumstances, the request to install an additional street light in Palmers Grove would be investigated. It was agreed to obtain an estimate for the complete cost to install a new street light and also to enquire about solar powered street light. The resident to be advised that the Council is investigating the costs.

10. Financial Matters:

a) It was resolved to authorise:

- i) Payments totalling £3,880.65.
- ii) Transfer of £4,000 between bank accounts.

The Financial Summary for January 2019 was approved and signed by the Chairman. It was noted Cllrs Joslin & Carter will set up & approve direct credits this month. **Action Cllrs Joslin & Carter.**

b) The third quarterly budget report for 2018/19 was noted, no questions raised.

c) The charges for allotment rental and football pitch hire were reviewed.

It was resolved that there would be no changes to allotment rental (to remain at 16p per sq. metre). Cllr Frydrych raised a concern about rubbish being dumped on the allotments. This matter would be included in the invoice to be issued, also stating that the rent may need to be increased to cover the cost of removing any waste. In addition, Cllrs Frydrych, McCarthy and the Clerk will inspect the state of the site & update the Council. **Action Cllrs Frydrych, McCarthy & the Clerk.** The allotment agreement will also be reviewed.

It was resolved that there would be no changes to the football pitch hire costs (to remain at the reduced rate of £50/team and no charge for development team). The

football club secretary has still not confirmed training and match usage. It was resolved to write and ask again, and if no response is received then the Council will withdraw the facility.

It was noted that Cllr Frydrych departed from the Council meeting at this point.

d) The cost for annual website maintenance for 2019 will remain unchanged (at £180/year). It was resolved to approve the overhaul of the website, which will update and improve maintenance on the site, at a cost of £270.

11. Precept 2019/20.

Details were circulated to the Cllrs before the meeting. It was noted that expenditure is still forecast to exceed income but as the Council normally underspends, there was no undue concern.

No LCTS grant will be paid from 2019/20 onwards. With a Precept of £82,994, tax band D would increase by £4.37. It was resolved that the Precept is set at £82,994. EFDC to be advised by 31/01/2019.

12. Connecting with the Community. SC

Cllr Clarke advised that there had been two meetings and she would like to thank Cllrs & residents for their time on the working group. Minutes have been circulated. There are four proposals:

- i) Install a new noticeboard at the Parade, which could also allow for community notices. It may be possible to then re-use this one to replace the noticeboard at Nazeing Glass.
- ii) Produce a history of the former Total site. The working group will draft this document.
- iii) Produce a Council Parish information booklet. It would contain useful information about the Cllrs and the Council.
- iv) Introduce "Meet the Councillor" sessions. There is an afternoon event with Nazeingberries and this could be an opportunity for a "Meet the Councillor" session. Also Nazeingberries have a monthly lunch and Cllr Smith will enquire if Cllr/s could attend the lunch. A resident also advised that an eye catching poster inviting residents to come to a "Meet the Councillor" session would be beneficial.

Cllrs were invited to vote on these proposals which were agreed in principle, pending costings that are acceptable to Cllrs. Costs to be investigated. **Action Cllrs on the working group.**

13. Funding a Police Officer. KC/SC/SB

Cllr Carter advised that she and Cllrs Billingham & Clarke along with two Roydon Parish Cllrs had met with Inspector Tom Mitchell. It was a very positive meeting and a lot of useful information was provided. However, at this stage, no further details can be shared with the public due to confidentiality.

14. Social Media.

It was agreed to cover item 14c next.

c) Cllr Carter advised that she had received a complaint from a resident about a post that was put on FB page (not the Nazeing Parish Council FB page) and that it was alleged to be slanderous. Cllr Carter is suggesting that Cllrs do not post

information about planning applications on other Facebook pages, to only use the Nazeing Parish Council Facebook page and Nazeing Village News Group.

a) Various information was displayed showing Nazeing Parish Council Facebook page usage. The FB page is being accessed, with "78 likes" at mid-January. If you pay, then you can reach more people (over 3000).

b) Cllr Billingham had drafted and circulated the new policy before the meeting. It was resolved to approve the Social Media (Facebook) policy.

It was agreed to cover item 16 next.

16. Defibrillator at Telephone Box at Nazeing Triangle. DJ

The Council, in principle, will adopt the telephone box subject to further investigation. Cllr Joslin needs some information from the resident. The Council can then apply to adopt the telephone box & BT will send a contract. At this point, the Council can decide to proceed or not. Cllr Joslin to continue his investigation. **Action Cllr Joslin**

15. Former Total Site Redevelopment. CS

a) Cllr Shorter circulated an update on the redevelopment on 23/01/19. The roofs are now 100% complete. The scaffolding to units 1 and 2 has been cleared from site. The external block work walls are insulated and the cement board cladding is 100% complete. Internal work is progressing and all the windows are now installed.

b) Cllr Shorter circulated some plaque designs for the houses and proposed a sand stone or black granite with appropriate wording. Cllr Shorter will finalise plaque and wording, for agreement by the Council. **Action Cllr Shorter.**

17. Clerks Report.

Report circulated before the meeting, no questions raised.

18. Reports from Councillors who have attended other meetings.

None.

19. Communications.

The following communications were considered:

a) Patrick Arnold (Community Engagement Team at EFDC) has requested help with funding a Senior Safety Day event to be held at St Giles hall. Revd. Helen Gheorghiu Gould is unable to help with sharing the cost of the hall hire, as St Giles runs at a loss. It was resolved that the Council will pay for the full cost of the hall hire (not expected to be more than £100) and also provide blue bags for rubbish disposal. There may also be a "Meet the Councillor" opportunity at the event, this will be discussed with Patrick Arnold.

b) Email from resident (Graham Smith), suggestion to produce a guide covering the history of the Total Site and also asking what will happen once the development is complete.

Cllr Clarke proposed that a guide is produced. Cllr Billingham suggested that the content of the guide should not dwell too much on the past and look to the present & future. Cllr Joslin proposed that the history of the site, that it was the first garage to have self-service pumps, could be included. Cllr Clarke proposed that the working group draft a positive concise history on the site. Six Cllrs voted in favour of the proposal, one Cllr voted against the proposal and one Cllr abstained. It was resolved that a document is produced by the working group. **Action Cllrs on working group.**

Regarding "what will happen once the development is complete", no decisions have been made at this time. The resident to be advised.

c) Request from Revd. Helen Gheorghiu Gould for the Council to review its position on supporting the churchyard costs. It was resolved that the information would be forwarded to EALC (Essex Association Local Councils) for their response. Revd. Helen Gheorghiu Gould to be advised that the Council is seeking advice.

d) The Everything Epping Forest website has news items regarding Town and Parish Councils paying electricity costs for Essex County Council-owned street lights to remaining on overnight. The Council has not received any information or requests for payment. Investigation required. C/F to next meeting.

e) Email from a resident, advising that a street light is not working near Sturtsbury Farm (on Middle Street) and an elderly gentlemen is struggling with the lack of light on this dangerous bend. The Councils street light maintenance company have been contacted and it is hoped that they can attend to all reported faulty street lights in Nazeing w/c 28/01/19.

20. Communication Channels: KC

Cllr Carter expressed the view that all Council communication should be via herself and the Clerk. As Chairman, Cllr Carter needs to be aware of any issues. After a brief discussion, it was agreed that any issues should be sent to the Clerk and then dealt with appropriately.

21. Information Items:

None.

22. Items for the next agenda:

a) To discuss the topping out party (Total Site redevelopment) at Planning meeting.

23. Date of next meeting of Full Council. 28th February 2019.

Meeting closed 10:27pm.

Signed by the Chairman:

Date: