

NAZEING PARISH COUNCIL

Minutes of the virtual Full Council Meeting held on Thursday 23rd July 2020 at 8pm.

Members present: Cllrs Carter (Chairman of the Council), Benton, Clarkson, Joslin, Shorter, Skipper, Stock.

Also present: Lorraine Ellis (Clerk), 3 members of the Public, District Cllr Nigel Avey.

These minutes are subject to ratification at the next meeting.

1. Welcome and Introductions:

Cllr Carter welcomed everyone to the meeting.

2. Apologies for absence:

Cllr Arnold. Not present: Cllr Smith.

3. Public participation:

Applicant will speak on item 7.

Resident asked to speak on item 15.

4. Declarations of Interest:

None.

5. Approval and signing of minutes:

a) The minutes of the Full Council meeting held on 25th June 2020 were approved with no amendments and will be signed by the Chairman after the meeting.

b) The minutes of the Planning Committee meetings held on 11th June 2020 were noted.

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

- (a) **Application No:** EPF/1314/20 **Officer:** Zara Seelig
Applicant Name: Miss Rossella Castellana
Location: 8 The Mead, Nazeing New Road, Nazeing, Waltham Abbey, EN10 6SS

Proposal: Proposed demolition of existing detached dwelling and garage and the erection of a new 2 storey detached dwelling. (Amended application to EPF/0852/19).

Cllr Joslin spoke about previous applications for dwellings at The Mead and believes this one is in keeping with the history of the site.

Cllr Shorter proposed no objection. Cllr Stock seconded the proposal. All Cllrs were in favour of the proposal.

Resolved – no objection.

- (b) **Application No:** EPF/1377/20 **Officer:** Muhammad Rahman
Applicant Name: Mrs Lynda Deehan
Location: 2 Middle Street, Nazeing, Waltham Abbey, EN9 2LD

Proposal: Loft extension to existing bungalow with front and rear dormers.

Cllr Benton proposed no objection. Cllr Stock seconded the proposal. All Cllrs were in favour of the proposal.

Resolved – no objection.

Cllr Skipper joined the meeting (had access problems).

(c) **Application No:** EPF/1437/20 **CLD Officer:** Caroline Brown
Applicant Name: Mr Robert Moore
Location: St Leonards Farm, Unit 6, St Leonards Road, Nazeing, Waltham Abbey, EN9 2HG

Proposal: Application for a Certificate of Lawful Development for Existing use for the operation of a powder coating business.

This is an application for a Certificate of Lawful Development for Existing Use (CLD). In March 2020, the Council had received notice of a retrospective application (EPF/0377/20), for the installation of a flue extractor for use within a powder coating specialist business. A number of objections to the application were received from local residents which the Council brought to the attention of the District Council.

It was noted that the District Council had refused permission for the development for the reasons set out in the Notice of Decision dated 14 April 2020. In particular these reasons included that the existing use is unlawful.

Accordingly notwithstanding the observations contained in the Planning Statement submitted by the Applicant, Cllr Stock proposed on the basis that the existing use is not lawful, the Council object to the application for a CLD. Cllr Shorter seconded the proposal. All Cllrs were in favour of the proposal.

Resolved – Notwithstanding the observations contained in the Planning Statement submitted by the Applicant, on the basis that the existing use is not lawful, the Council resolved to object to the application for a CLD.

(d) **Application No:** EPF/1422/20 **Officer:** Alastair Prince
Applicant Name: Mr Keith Chadney
Location: Nazeing Park, Garden House, Betts Lane, Nazeing, Waltham Abbey, EN9 2DN

Proposal: Proposed installation of a vehicular access gates and visitor gate to the existing driveway.

Cllr Clarkson has no issue with additional security for the property. Cllr Shorter queried that this is in the conservation area and whether that would be an issue.

Cllr Stock proposed no objection. Cllr Clarkson seconded the proposal. All Cllrs were in favour of the proposal. It was also agreed the same resolution of no objection for the LB application EPF/1428/20.

Resolved – no objection.

(e) **Application No:** EPF/1428/20 **LB Officer:** Alastair Prince
Applicant Name: Mr Keith Chadney
Location: Nazeing Park, Garden House, Betts Lane, Nazeing, Waltham Abbey, EN9 2DN

Proposal: Grade II Listed Building Application for a proposed installation of a vehicular access gates and visitor gate to the existing driveway.

Resolved – no objection.

(f) **Application No:** EPF/1464/20 **Officer:** Caroline Brown
Applicant Name: Mr R Martinez
Location: 131 Old Nazeing Road, Nazeing, Waltham Abbey, EN10 6RF

Proposal: Proposed erection of a single storey, part two storey rear extension & first floor rear extension, following demolition of existing rear conservatory & removal of existing rear chimney.

Cllr Stock proposed no objection. Cllr Shorter seconded the proposal. All Cllrs were in favour of the proposal.

Resolved – no objection.

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

(g) **Application No:** EPF/1386/20 **CLD Officer:** David Maguire
Applicant Name: Mr Michael Langley
Location: Little End, Hoe Lane, Nazeing, Waltham Abbey, EN9 2RJ

Proposal: Application for a Certificate of Lawful Development for a Proposed demolition of existing garage/workshop with new replacement of a garage/workshop.

Resolved – no comment.

7. Councillor Vacancies:

The Council received an application from Mr Hector Mackie for the Bumbles Green Ward, which was circulated before the meeting. No other applications were received.

Hector Mackie covered some background about himself and how he would like to help improve things in Bumbles Green. Cllr Benton asked about his availability to attend Council meetings. Hector replied he was a little concerned whether he could make all the Council meetings and will discuss meetings & availability with the Clerk. Cllr Joslin also offered to speak with Hector after the meeting. **Action The Clerk/Cllr Joslin.**

8. August Full Council Meeting:

A number of options had been circulated to the Cllrs, as to whether the meeting should be held or moved. Cllr Stock proposed that a Planning Committee meeting is held on 03/09/20 instead of a Full Council meeting in August. Cllr Clarkson seconded the proposal. All Cllrs were in favour of the proposal. It was resolved that there would be no Full Council meeting in August and instead a Planning committee meeting to be held on 03/09/20.

9. Council Meetings:

Cllr Benton proposed that the Council follows the advice and continue to hold virtual meetings. Cllr Joslin seconded the proposal. All Cllrs were in favour of the proposal. It was resolved that the Council follows the advice and continue to hold virtual meetings. Advice to be monitored.

10. Financial Matters:

a) It was resolved to authorise the purchase of a replacement printer at a cost of £79.99 (incl. VAT).

b) Cllr Clarkson proposed to fund the purchase of the replacement monitor for the CCTV from General Reserves as there is no budget. Cllr Skipper seconded the proposal. All Cllrs were in favour of the proposal. It was resolved to fund the purchase of the replacement monitor for the CCTV at the Parade from General Reserves.

c) It was resolved to authorise:

i) Payments totalling £3,872.53

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

It was noted that expected invoices for British Gas had still not arrived but would need to be paid, to avoid late payment fees. The Financial Summary for July 2020 was approved and will be signed by the Chairman after the meeting. It was noted that Cllrs Joslin & Carter (both authorised signatories on the bank account) will set up & approve direct credits this month. **Action Cllrs Joslin & Carter.**

d) No further changes to the bank mandate, as no other Councillor volunteered to be an authorised signatory.

e) Cllr Joslin proposed that items e), f) and g) are considered together and that Direct Debits are set up for Castle Water, website and Environment Agency. Cllr Clarkson seconded the proposal. All Cllrs were in favour of the proposal. It was resolved that Direct Debits are set up for Castle Water for the allotments, yearly domain renewal & hosting for the website and Environment Agency for the annual lease on Aerodrome Corner.

h) The first quarterly budget report for 2020/21 was noted. No questions were raised on the report.

i) The first reconciliation and Trial Balance reports for 2020/21 have been reviewed by Cllr Clarkson and he has no issues. It was resolved to approve the first reconciliation and Trial Balance reports for 2020/21 and they will be signed by Cllr Clarkson after the meeting. It was noted that an addendum will be made on the April Financial Summary regarding a cheque that was not accepted by the bank.

11. Clerks Report.

Report circulated before the meeting. No questions were raised on the report.

12. Amenity Matters:

a) Play in the Park sessions are scheduled for Friday 7th August, Wednesday 12th August and Friday 21st August – all 1:30pm to 3:30pm. They are being run as Play in the Park Take-Away sessions. Details and risk assessments have been received from Epping Forest District Council (EFDC), who are running the sessions and who will amend them if necessary.

b) The land to the left of the entrance to Elizabeth Close. Cllr Joslin confirmed that the Parish Council do not have ownership of the land. It is not owned by Essex Highways or Epping Forest District Council either. Cllr Joslin therefore proposed that the Council write to the landlord & enquire if he owns the land. This was agreed.

c) New street light between 71 and 73 Palmers Grove. Permission is required from Essex Highway; they have also proposed a different location however the Council's street light maintenance contractor confirmed that it is a better location for lighting the footway outside the houses. A new quote from UK Power Networks will be required.

d) Parking on Langley Green. It was necessary to clarify the position of the bollards for the Local Highways Panel request to Essex County Council (ECC). There was some discussion about the barrier, it was agreed to submit the request and ask ECC to decide on the location of the barrier.

e) Anti-social Behaviour at Clayton Hill. Following the response received from Lee Valley Regional Park Authority (LVRPA), it was agreed to monitor the situation and advise the Clerk if there are still issues. The Clerk will then write to LVRPA again.

f) Issue of fly tipping in Hoe Lane. Cllr Shorter normally clears Hoe Lane with a couple of friends but has stopped doing this recently. Since then, he advised that the fly tipping has increased and 'everyone' thinks it is ok to fly tip in the area.

District Cllr Avey stated that this is 'his area'. He would like to get some more information on the issue and then he can discuss it with the officers at EFDC to determine how it could be addressed, maybe with covert CCTV.

Cllr Skipper advised of fly tipping on Meadgate Road. A resident also advised of fly tipping nr Barnfield Close on housing association owned land.

Cllr Shorter will obtain information and he will forward to District Cllr Avey. **Action Cllr Shorter.**

13. Annual Inspection Report of Play Areas and update on Re-opening.

The contents of the 2020 Annual inspection Reports received from RoSPA Play Safety Team for the three play areas (circulated before the meeting) was noted. Cllr Benton advised that the report covered the same areas previously identified, from when Cllr Carter and himself looked at the Play Areas.

The Clerk provided an update on re-opening, following risk assessment & site visits by Cllr Stock, the groundsman and herself. Pound Close had been re-opened on 20/07/20 (there is the minor problem with the tiles and the slide still needs to be replaced). Elizabeth Close needs some replacement parts, so these would need to be ordered (identified in the report). However, the fence and gate at Bumbles Green is

in a very poor condition and so the play area needs to remain closed until it is replaced. It was agreed to remove the donkey rocker at Elizabeth Close, as it appears adults have been using it and have broken it. It was also agreed to leave Bumbles Green closed until the fence and the play equipment has been replaced.

14. Recruitment of New Staff Member.

Cllr Clarkson proposed an additional person be employed to work between 12 – 18 hours per week. Cllr Skipper seconded the proposal. All Cllrs were in favour of the proposal. The recruitment process will be discussed at the next Personnel Committee meeting.

15. Riverside Noticeboard. DS

To discuss and consider a proposal, regarding Riverside Noticeboard. Cllr Stock had asked for the item to be deferred, prior to the meeting. This was voted on and all Cllrs were in agreement that the item would be deferred.

16. Reports from Councillors who have attended other meetings/events.

a) Cllr Skipper spoke at the Area Planning Sub-Committee West meeting on 15/07/2020 to support the Aver House planning application (EPF/0858/20), due to the number of issues with the site. Her understanding is that the application has been referred to the District Development Management Committee.

17. Information Items.

a) Essex County Council advised of Dobb’s Weir Road closure from 27/07/2020 to 11/09/2020 for essential work to reinforce the local gas infrastructure.

b) Rye Road is closed from 20/07/2020 for 6 months due to work on the bridge at Rye House station.

18. Items for the next agenda.

a) Cllr Skipper asked that the community emergency plan is included, as the document needs to be worked on.

19. Date of next meeting of Full Council. 24th September 2020

Meeting closed 9:58pm.

Signed by the Chairman: **Date:**