

NAZEING PARISH COUNCIL

Minutes of the Full Council Meeting held on Thursday 29th July 2021 at 8pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

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

Also present: Lorraine Ellis (Clerk), 4 members of the Public.

1. Welcome and Introductions:

Cllr Carter welcomed Cllrs and residents to the meeting.

2. Apologies for absence:

Cllrs Arnold, Shorter. Also noted from District Cllr Avey.

3. Public participation in relation to items on the agenda:

A resident wished to speak at item 16c and it was agreed that she could speak at that point. It was also noted that the resident had sent information to the Council on this item, which the Clerk had circulated to Cllrs before the meeting.

4. Declarations of Interest:

None.

5. Approval and signing of minutes:

The minutes of the Full Council meeting held on 24th June 2021 were approved with no amendments and were signed by the Chairman.

6. Decisions at Annual Parish Council Meeting on Thursday 27 May 2021.

No concerns were raised by Cllrs at the meeting, consequently the following decisions made at the Annual Parish Council Meeting were ratified:

- i) Election of Cllr Carter as Chairman of the Council for 2021/22.
- ii) Election of Cllr Stock as Vice Chairman of the Council for 2021/22.
- iii) Election of Cllr Joslin as Chairman of the Planning Committee for 2021/22.
- iv) Election of Cllr Clarkson as Vice Chairman of the Planning Committee for 2021/22.
- v) All Cllrs are members of the Planning committee.
- vi) Cllrs Arnold, Carter, Joslin and Stock are members of the Finance committee.
- vii) All Cllrs are members of the Amenities committee.
- viii) All Cllrs are members of the Events committee.

7. Personnel Committee.

a) Cllr Joslin proposed Cllr Stock be elected as Chairman of the Personnel Committee for 2021/22. Cllr Clarkson seconded the motion. All Cllrs were in favour.

b) Cllr Carter proposed Cllr Clarkson be elected as Vice-Chairman of the Personnel Committee for 2021/22. Cllr Joslin seconded the motion. All Cllrs were in favour.

c) All Cllrs were in agreement that Cllrs Benton, Carter, Clarkson and Stock are appointed to the Personnel Committee for 2021/22.

8. External Liaison: Councillors for 2020/21 were appointed to serve on or liaise with as follows:

a) EFDC Local Council Liaison Committee and EALC Committee. 2 Members with voting powers. All Cllrs were in agreement that Cllrs Carter and Stock are on these committees.

b) The Nazeingberries Association. All Cllrs were in agreement that Cllr Benton is the liaison for this group.

c) Police Consultative Committee/Local Police. All Cllrs were in agreement that Cllrs Joslin and Stock are the liaison for this area.

d) Flood warden and Emergency Response. All Cllrs were in agreement that Cllrs Carter and Benton are the liaison for this area.

e) Lea Valley Regional Park Authority. All Cllrs were in agreement that Cllr Arnold is the liaison for this area.

f) Local schools. All Cllrs were in agreement that Cllr Carter is the liaison for this area.

9. Declarations of Interest.

Cllr Clarkson will update his declarations of interest and Cllrs Benton, Joslin and Stock advised that no changes are required to their declarations of interest. Cllr Carter and absent Cllrs to update their declarations of interest if necessary. **Action Cllrs Carter, Arnold and Shorter.**

10. Dates of Full Council and Planning Committee meetings to December 2021.

Cllr Carter proposed Planning Committee meetings are held on 19/08/21 and 26/08/21 with no Full Council meeting in August. Cllr Stock seconded the proposal. All Cllrs voted in favour of the proposal.

Cllr Carter proposed Planning Committee meeting on 23/09/21 and Full Council meeting on 30/09/21. Cllr Stock seconded the proposal. All Cllrs voted in favour of the proposal. It was agreed to ask Epping Forest District Council for an extension to any applications registered on 27/08/21, as representations will be required by 20/09/21.

It was agreed that Planning Committee and Full Council meetings would be on 2nd and 4th Thursdays of the month respectively in October, November and December. If it becomes apparent that insufficient Cllrs would be unable to attend the Full Council meeting on 23/12/21 then this will be re-scheduled.

A list of the meeting dates will be circulated to Cllrs.

11. Planning Applications: The following applications were considered:

(a) **Application No:** EPF/1841/21

Officer: Sukhvinder Dhadwar

Applicant Name: Mr D Stevens

Location: Burleigh Nursery Hoe Lane Nazeing Waltham Abbey EN9 2RJ

Proposal: Application for Variation of condition 2 for EPF/2271/16. (Demolition of existing commercial buildings and erection of 6 no. four bedroom detached dwellings).

Cllr Joslin advised that this was a different applicant to the original planning application. He continued that for plot 3 the applicant wanted to make some changes to the original application. Cllr Clarkson believed that it could be a significant change to the original application which was granted permission in 2016.

Following some discussion on the details of the application, Cllr Clarkson proposed no comment. Cllr Benton seconded the proposal. All Cllrs voted in favour of the proposal.

Resolved – no comment.

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

(b) **Application No:** EPF/1987/21 **PDE Officer:** Graham Courtney

Applicant Name: Mr David Beard

Location: 4 Langley Green Nazeing Road Nazeing Waltham Abbey EN9 2JJ

Proposal: Application to determine if Prior Approval is required for a Larger Home Extension measuring 4.50 metres, height to eaves of & a maximum height of 3.60 metres.

Cllr Joslin explained the different types of application that can be submitted for 'Prior Approval'. Cllr Joslin proposed that the Council would not normally comment on applications of this type but has no objection to the proposal. Cllr Clarkson seconded the proposal. All Cllrs voted in favour of the proposal.

Resolved – the Council would not normally comment on applications of this type but has no objection to the proposal.

12. Previous Planning Applications and Appeals: The resolution of the following applications and appeals which had been considered under a delegated power were noted. It was also noted that no Cllrs declared any interests on these items.

(a) **Application No:** EPF/0846/21 **TPO Officer:** Brendan Meade

Applicant Name: Mr Khan

Location: Clarador, Betts Lane, Nazeing, Waltham Abbey, EN9 2DB

Proposal: Replacement boundary wall and electric gate.

Resolved – no objection.

(b) **Application No:** EPF/1498/21 **Officer:** Kie Farrell

Applicant Name: Mr & Mrs Kevin & Haley Ramsden

Location: The White House, Hoe Lane, Nazeing, Waltham Abbey, EN9 2RG

Proposal: Proposed two storey rear extension / part demolition

Resolved – the Council object to the application as the extension is out of keeping and not in proportion to the current listed building. It is also considered that the Carbon Footprint is too large.

To also note that this application has been withdrawn by the applicant.

(c) **Application No:** EPF/1595/21 **Officer:** Kie Farrell

Applicant Name: Wayne Lloyd

Location: Hubbards, Betts Lane, Nazeing, Waltham Abbey, EN9 2DA

Proposal: Proposed single storey, rear extension and replacement open sided rear porch

Resolved – no objection.

(d) **Application No:** EPF/1600/21 **Officer:** Zara Seelig

Applicant Name: Mr E & Mrs C Costa

Location: 27 Great Meadow, Nazeing, Waltham Abbey, EN10 6RP

Proposal: Single storey side rear extension

Resolved – no objection.

(e) **Application No:** EPF/1509/21 **LB Officer:** Kie Farrell

Applicant Name: Mr & Mrs Kevin & Haley Ramsden

Location: The White House, Hoe Lane, Nazeing, Waltham Abbey, EN9 2RG

Proposal: Application for a Grade II Listed Building for a proposed two storey rear extension / part demolition.

Resolved – the Council object to the application as the extension is out of keeping and not in proportion to the current listed building. It is also considered that the Carbon Footprint is too large.

To also note that this application has been withdrawn by the applicant.

(f) **Application No:** EPF/1604/21 **DRC Officer:** Sophie Ward Bennett

Applicant Name: Mr and Mrs M Eastlake

Location: Old School House, Nazeing Common, Nazeing, Waltham Abbey, EN9 2SD

Proposal: Application for Approval of Details reserved by conditions 4"additional drawings" & 5" details of surface water disposal" for EPF/0019/19. (Two storey front extension, single storey side extension and flat roof glazed link & minor alterations).

Resolved – no comment.

- (g) **Application No:** EPF/1352/21 **Officer:** Sukhvinder Dhadwar
Applicant Name: Care of Agent
Location: Winston Farm Hoe Lane Lower Nazeing EN9 2RJ
Proposal: Demolition of existing building and erection of a new dwelling

Resolved – no objection.

- (h) **Application No:** EPF/1691/21 **Officer:** David Maguire
Applicant Name: Mr Frank Picone
Location: The Dees Bumbles Green Lane Nazeing Waltham Abbey EN9 2SG
Proposal: Proposed rear single storey extension.

Resolved – no objection as the extension is not out of keeping with the local properties and is not substantial in size.

- (i) **Application No:** EPF/1692/21 **Officer:** Caroline Brown
Applicant Name: Mr Michael Harris
Location: 28 Shooters Drive Nazeing Waltham Abbey EN9 2QD
Proposal: Single storey rear extension, loft conversion with rear and front dormers and extension to existing garage

Resolved – no objection.

- (j) **Application No:** EPF/1712/21 **CLD Officer:** Zara Seelig
Applicant Name: Schillcali
Location: Honeysuckle House Back Lane Nazeing Waltham Abbey EN9 2RS
Proposal: Application for a Lawful Development certificate for a proposed garden room to the rear of existing house

Resolved – no comment.

- (k) **Application No:** EPF/1667/21 **DRC Officer:** Sophie Ward Bennett
Applicant Name: Mr Pietro Di Maria
Location: Presdale Farm House Hoe Lane Nazeing Waltham Abbey EN9 2RJ
Proposal: Application for Approval of Details reserved by condition 5"full details of both hard and soft landscape works (including tree planting) and implementation programme" for EPF/0646/21. (Erect one detached dwelling in place of the approved scheme of 3 terraced houses (EPF/0409/17). The detached dwelling will be on the same site and same footprint of the approved 3 terraced houses of EPF/0409/17. (Revised application to EPF/2135/20).

Resolved – no comment.

- (l) **Application No:** EPF/1588/21 **Officer:** Alastair Prince
Applicant Name: Mr & Mrs Trow
Location: North Cottage, Betts Lane, Nazeing, Waltham Abbey, EN9 2DN
Proposal: Part single storey and part two storey rear extension including Juliet balcony at first floor. Infill to existing porch. New roof lights. New window to side elevation.

Resolved – Notwithstanding that the property is in the Green Belt and the Conservation Area it was resolved not to object to the proposed development for the following reasons:

- i) The property was built less than 20 years ago and consent has previously been given for an extension which has not had a detrimental effect on the property or its surroundings.
- ii) The present proposals are relatively modest and will not adversely affect the existing building or cause harm to the Green Belt.
- iii) The plot on which the house stands, is large enough to accommodate the proposed extensions.

- (m) **Application No:** EPF/1724/21 **DRC Officer:** Sophie Ward Bennett
Applicant Name: C/O Agent
Location: Stoneshot Farm, Hoe Lane, Nazeing, Waltham Abbey, EN9 2RW
Proposal: Application for Approval of Details reserved by conditions 13"components to deal with the risks associated with contamination of the site", 15" Phase 1 Land Contamination", 16"Phase 2 site investigation" & 17" detailed remediation scheme" for EPF/0607/20. (Demolition of existing industrial buildings, vacant stabling & 5 bedroom residential apartment and construction of x18 semi-detached family houses and x18 no. 'affordable homes' with associated off-street parking, private gardens & landscaping).

It was resolved to remove the payment to RVTV (for the CCTV maintenance contract) and correct a couple of typing errors on the Financial Summary for July 2021. The Financial Summary for July 2021 was then approved and will be signed by the Chairman after the meeting. It was noted that Cllrs Joslin & Stock (both authorised signatories on the bank account) will set up & approve direct credits this month. **Action Cllrs Joslin & Stock.**

b) Office cleaning. The cost to clean the parish office has increased to £20/clean due to covid. The office is normally cleaned every three months. Cllr Clarkson proposed to approve the increase in cost to clean the parish office. Cllr Benton seconded the proposal. All Cllrs voted in favour of the proposal. It was resolved to approve the increase in cost to clean the parish office, now £20/clean. It was also agreed to amend the budget accordingly.

c) The first quarterly budget report for 2021/22 was considered. Cllr Clarkson brought to the attention of the Council, the costs for the streetlight signage and Leisure Centre planning application. He also asked if the heading could be amended to state April to June costs. An amended report will be re-issued accordingly. There were no further comments or questions raised.

d) Cllr Clarkson has reviewed the first reconciliation and Trial Balance reports for 2021/22 and questioned the figure for the community account on the May Trial balance report. The Clerk will investigate. Cllr Clarkson approved and signed all the reports for 2021/22, with the exception of the May Trial Balance report.

15. Clerks Report.

Report circulated before the meeting. No questions were raised.

16. Amenity Matters:

a) Tree inspections at Pound Close, Elizabeth Close and Allotment site. Cllr Benton had received a call from a resident in Pound Close, who was concerned about the overgrown oak trees affecting light into their house. The Clerk advised that previously Epping Forest District Council had assisted with inspecting the oak trees and when necessary, maintenance had been approved by the Parish Council and carried out on a regular basis. It was agreed to obtain quotes from companies to conduct an inspection of the trees at Pound Close, Elizabeth Close and Allotment site.

b) Licence Application. It was agreed to submit a licence application for a Christmas tree at Nazeingbury Parade and Cllr Stock agreed to complete the necessary paperwork. Clerk to assist as necessary. **Action Cllr Stock/Clerk.**

c) Nazeing crossroads bus shelter cleaning. A resident wanted to add to her email on this item that was circulated to Cllrs prior to the meeting. She would like to see the current monthly cleaning continue, especially the seats for residents that need to use the bus shelter. Cllr Carter proposed to continue with the monthly cleaning of the Nazeing crossroads bus shelter and review it again in six months. Cllr Benton seconded the proposal. All Cllrs voted in favour of the proposal. It was resolved to continue with the monthly cleaning of the Nazeing crossroads bus shelter and review it again in six months.

d) The purchase of litter picking equipment and posters for the "Don't be a tosser" Keep Britain Tidy campaign. Some details had been circulated however it was agreed to C/F the item when Cllr Arnold can attend the meeting.

17. Vehicle Activated Speed (VAS) Signs Request.

The Parish Council had submitted a request to Essex Highways (EH) to install VAS signs on the four roads leading into the Nazeing crossroads. Unfortunately, this was

not approved following EH traffic survey, which concluded that cars were not speeding. District Cllr Bassett has already questioned the validity of the data and shared the data from the Speed watch Group which has captured many cars speeding in Nazeing.

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

None.

19. Information Items.

- a) Inspection survey work and road closures on the railway bridge at Nazeing New Road, Broxbourne in August and September. Details on the website.
- b) Reminder. Epping Forest District Council Play in the Park schemes are scheduled for Friday 30 July, Tuesday 10 August and Monday 23 August – all sessions are 1:30pm to 3:30pm.

20. Items for the next agenda.

None.

21. Date of next meeting of Full Council. 30th September 2021.

22. Assistant Clerk Resignation.

Cllr Carter informed the Council that the Assistant Clerk has resigned due to personal reasons.

23. Exclusion of public and press.

Cllr Carter proposed to exclude members of the public and press due to the confidential nature of the business to be transacted. Cllr Clarkson seconded the proposal. All Cllrs voted in favour of the proposal. It was resolved that due to the confidential nature of the business to be transacted members of the public and press should be excluded from the remainder of the meeting.

24. Assistant Clerk.

Following discussion, it was agreed to advertise the vacancy on noticeboard, website and Facebook Page for 2 weeks. **Action Cllrs Carter, Stock and the Clerk.** It was also agreed to obtain quotes from a recruitment company, to provide permanent candidate/s, as Cllrs were not able to spend time on the recruitment process.

25. Discussions with Lee Valley Regional Park Authority (LVRPA).

Following discussion, Cllr Clarkson proposed that Cllrs Joslin & Arnold are authorised to enter into discussions with LVRPA over recreational facilities in the Nazeing area. Cllr Benton seconded the proposal. All Cllrs voted in favour of the proposal.

Meeting closed 10:25pm.

Signed by the Chairman: **Date:**