

NAZEING PARISH COUNCIL

Minutes of the Full Council Meeting held on Thursday 28th October 2021 at 8pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

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

Also present: Lorraine Ellis (Clerk) and no members of the Public.

1. Welcome and Introductions:

Cllr Carter welcomed Cllrs to the meeting.

2. Apologies for absence:

Cllrs Arnold, Benton and Shorter.

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

None.

4. Declarations of Interest:

None.

5. Approval and signing of minutes:

The minutes of the Full Council meeting held on 30th September 2021 were approved with no amendments and were signed by the Chairman.

6. Enforcement Notices/Appeals:

The following appeal against an enforcement notice:

Enforcement No: ENF/0422/20 **Officer:** John Ayers

Applicant Name: Mr Ozbay Kent

Site Address: Yelverton, St Leonards Road, Nazeing, Waltham Abbey, EN9 2HQ

Proposal: Without planning permission the importation of earth, vehicle tyres & wheels to raise land levels and the erection of a building. (Grounds A&D).

Reason for Appeal: Against an Enforcement Notice

Appeal Type: Written Representations and a site visit

Reference APP/J1535/C/3280588 comments no later than 12/11/2021.

Cllr Joslin proposed that this item should be carried forward to the next Planning committee meeting on 11/11/21 to enable him to obtain further details about the development which resulted in the enforcement proceedings, as none were available on the Epping Forest District Council (EFDC) website. Cllr Carter seconded the proposal. All Cllrs voted in favour of the proposal. Cllr Joslin will contact EFDC for detailed information. **Action Cllr Joslin.**

7. Planning Applications: The following applications were considered:

(a) Application No: EPF/2701/21 **PN Officer:** Marie-Claire Tovey

Applicant Name: Kevin Ellerbeck

Location: Aver House Nursery Road Nazeing Waltham Abbey EN9 2JE

Proposal: Application for Prior Approval for the demolition of the existing buildings and erection of a new dwelling in their place.

Cllr Joslin explained permitted development rights and also the structure of the planning committees at EFDC. He continued by covering the previous planning applications for this site.

Cllr Stock proposed the same resolution as for the previous Aver House Prior Approval Application. Cllr Carter seconded the proposal. All Cllrs voted in favour of the proposal.

Resolved – The Council supports the application for residential development on the site but prefers the house proposed in the Applicant’s main application for Planning Consent. The reasons why the Council supports the application for residential development are:

- i) The proposed house replaces an existing commercial building in what has become primarily a residential area.**
- ii) The application is a small-scale development.**
- iii) The house is positioned at the end of the existing row of houses.**
- iv) The position of the proposed dwelling means that it does not affect the views of the open countryside.**
- v) There have been no objections from the immediate neighbours of the proposed development.**

The Council requests that the application is not decided by Officers under delegated powers but is referred to the Planning Committee when the Council wishes to attend and make representations.

(b) Application No: EPF/1999/21

Officer: Muhammad Rahman

Applicant Name: Mr & Mrs Jones

Location: Land adjacent to Moss Nursery Sedge Green Roydon CM19 5JS

Proposal: Proposed change of use of land to Gypsy & Traveller caravan site consisting of x2 pitches each containing x1 no. mobile home, x1 no. touring caravan, car parking, shed & amended access.

Cllr Joslin informed the Council that previously the applicant had submitted application EPF/3249/17 in 2018 in identical terms to the current application. The Parish Council considered and objected to the application which was subsequently refused by EFDC. The applicants submitted an appeal which was ultimately withdrawn. Cllr Joslin then covered the reasons for the objections by the Parish Council to the application.

Cllr Clarkson proposed the same resolution as for the previous Land adjacent to Moss Nursery application EPF/3249/17. Cllr Carter seconded the proposal. All Cllrs voted in favour of the proposal.

Resolved – the Council objects to the application as

- i) It is 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.**
- ii) It is inappropriate development in the Green Belt.**
- iii) There are existing Traveller sites available in the village.**
- iv) The Parish Council adopts the reasons for refusal of the previous application by EFDC.**

(c) Application No: EPF/2462/21 **Officer:** Brendan Meade
Applicant Name: Mr Hayden Adams
Location: 114 Old Nazeing Road Nazeing Waltham Abbey EN10 6QY
Proposal: Proposed rear 2 storey extension.

Cllr Clarkson could not see any issues with the proposed development and proposed no objection. Cllr Stock seconded the proposal. All Cllrs voted in favour of the proposal.

Resolved – no objection.

These are provided for information only, EFDC do not normally accept comments on these applications.

(d) Application No: EPF/2600/21 **CLD Officer:** Alastair Prince
Applicant Name: Mr Gokhan
Location: 13 Langley Green Nazeing Road Waltham Abbey EN9 2JJ
Proposal: Application for a Lawful Development certificate for a proposed alteration to loft conversion with rear dormer and 2no roof lights.

Resolved – no comment.

(e) Application No: EPF/2454/21 **DRC Officer:** Alastair Prince
Applicant Name: c/o agent
Location: Greenleaves Hoe Lane Nazeing Waltham Abbey EN9 2RG
Proposal: Application for Approval of Details reserved by conditions 3"documentary and photographic details of all materials", 5"details of surface water disposal", 6" flood risk assessment", 10"assessment of risks posed by any contamination" & 11"discoloured or odorous soils/ hazardous materials" for EPF/2715/20. (Demolition of existing bungalow & replacement with a new dwelling on &half storey in height).

Resolved – no comment.

(f) Application No: EPF/2586/21 **DRC Officer:** Sukhvinder Dhadwar
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 2"Amended plans showing the height and roof profile approved" & 4"details of the type and colours of the external finishes" and 7 "FRA" and 8 "SuDS" 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.

(g) Application No: EPF/2630/21 **DRC Officer:** Sophie Ward Bennett
Applicant Name: Mr Mustaf Pnishi
Location: Oakleigh House Hamlet Hill Roydon Harlow CM19 5JZ
Proposal: Application for Approval of Details reserved by condition 3"surface water disposal"- ref: Enforcement Appeal PP/J1535/C/20/3259460. (Formation of vehicular access and laying of hardstanding).

Resolved – no comment.

8. Committee Membership:

Cllr Stock proposed that Cllr Clarkson is appointed onto the Finance Committee for 2021/22. Cllr Joslin seconded the proposal. All Cllrs voted in favour of the proposal.

9. Financial Matters:

a) It was resolved to authorise:

i) Payments totalling £27,730.54

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

The Financial Summary for October 2021 was approved and signed by the Chairman. It was noted that Cllrs Stock & Carter (both authorised signatories on the bank account) will set up & approve direct credits this month. **Action Cllrs Stock & Carter.**

b) The second quarterly budget report for 2021/22 was considered. The Clerk reminded the Council that the external audit fee had increased significantly for the latest audit due to the income for the year (primarily due to the sale of the Total site). It was also noted that there will be further expense incurred relating to the portacabin. There were no other comments or questions raised.

c) Cllr Clarkson has reviewed the second quarterly reconciliation and Trial Balance reports for 2021/22 and proposed that the Council approve all the second quarterly reports. Cllr Elton seconded the proposal. All Cllrs voted in favour of the proposal. It was noted that Cllr Clarkson approved and signed all the second quarterly reports for 2021/22.

10. Clerks Report.

Report circulated before the meeting. Cllr Clarkson raised a few queries, asking why an item had a closed date but was going to be discussed at the forthcoming meeting. The Clerk explained that it was to avoid duplicate entries of the same task on the Report.

It was agreed to ask Cllrs to review their outstanding actions on the Clerks Report. **Action All Cllrs.** Following updates from Cllrs, Cllr Clarkson & the Clerk will review the report and close off tasks as appropriate. **Action Cllr Clarkson & the Clerk.**

11. Precept 2022/23.

a) It was agreed to schedule a Finance committee meeting to review first draft of the Precept for 2022/23 after the Planning committee meeting on 09/12/21.

b) There was some discussion regarding possible new expenditure required for the new financial year, to enable it to be included in the first draft of the Precept. Areas are the playground, defibrillator/s, training budget (CiLCA course, new Cllr training, Chairman training), demolition of the Leisure Centre and associated works (est. £15k). Cllrs to inform the Clerk by 30/11/21 of any other areas. **Action All Cllrs.**

12. Grant Applications – Working Party.

It was agreed that Cllrs Stock and Elton are members of a working party to review the grant applications. **Action Cllrs Stock & Elton.**

13. Investment Strategy.

Cllr Carter proposed to approve the Investment Strategy document. Cllr Joslin seconded the proposal. All Cllrs voted in favour of the proposal.

14. Parish Office at the Leisure Centre, Services and Facilities:

a) Following a review and discussion of the quotes to provide services to the portacabin, Cllr Stock proposed that A. Electrics is used for the electrical work at a cost of £900 + VAT and A.T. James Plumbing & Heating Ltd is used for the plumbing works at a cost of £1875 + VAT. Cllr Clarkson seconded the proposal. All Cllrs voted in favour of the proposal. It was also agreed to ask the Council's groundsman to remove the shed, to allow the plumbing work to proceed. It was resolved to use A. Electrics for the electrical work at a cost of £900 + VAT and A.T. James Plumbing & Heating Ltd for the plumbing works at a cost of £1875 + VAT, to provide these services to the portacabin.

b) Cllr Clarkson proposed that costings are obtained for the two desks and some storage units for the portacabin. Cllr Elton seconded the proposal. All Cllrs voted in favour of the proposal. It was resolved to obtain costings for the two desks and some storage units for the portacabin.

15. Equipment required to display Planning Applications:

Cllr Clarkson advised that a decent projector is in the region of £220. It was agreed to continue using a projector and screen rather than an alternative. Cllr Carter proposed that quotes are obtained for a replacement projector and screen. Cllr Judge seconded the proposal. All Cllrs voted in favour of the proposal. It was resolved to obtain quotes for a replacement projector and screen.

16. Amenity Matters:

Update on Langley Green: Essex Highways had been contacted in order to arrange for the orange mesh fencing to be removed from Langley Green. The Manager of the Highways Rangers was concerned that with the orange mesh fencing removed, the Green would be damaged again and proposed that wooden bollards could be installed. The Clerk confirmed that the Council had submitted a request to Essex Highways for bollards, so the proposal to install wooden bollards at Langley Green would be acceptable.

17. Defibrillator.

The Council agreed to provide a more centrally located defibrillator (meeting 17/12/2020). The Assistant Clerk has investigated and she would like to discuss her findings with the Council. It was agreed to meet on 11/11/21 at 7:25pm, which would be before the Planning committee meeting.

18. Stoneshot Farm - Street Name Consultation.

There is a proposed new street name for the new development at Stoneshot Farm, Hoe Lane, Nazeing. EFDC have asked for any observations or objections in relation to the proposed names, which the Parish Council can accept, object or offer alternatives. The developer has put forward the following suggestions with the preferred name of the new street as Meadow View and the alternative suggestions being Meadow View Close or Meadow View Gardens. Cllr Carter proposed no objection with Meadow View for the new street at Stoneshot Farm, Hoe Lane. Cllr Elton seconded the proposal. All Cllrs voted in favour of the proposal. It was resolved that the Council had no objection with Meadow View for the new street at Stoneshot Farm, Hoe Lane.

19. Correspondence:

a) Letter from resident who has raised concerns with unprofessional behaviour of an Epping Forest District Council (EFDC) Planning Officer.

Cllr Joslin covered some of the background to the related planning application. He continued by saying that nothing had been said against the Parish Council and that the applicant's architect can submit a complaint to the District Council if they wished to do so. He finished by saying that he would vote against the Parish Council making a complaint. Cllr Clarkson largely agreed with what Cllr Joslin had said, as the Parish Council has no actual evidence.

After further discussion, it was agreed that the Council suggest to the applicant, that he and / or his architect can submit a complaint if they wish to. Also, that the Council write to the Planning Service Director at EFDC and ask that the matter is addressed as the Council do not want to raise it as a formal complaint. Also that the planning application is called in and either Cllr Joslin or Carter will speak at the Area Planning Sub-Committee West meeting.

b) The virtual transport meetings have been arranged to provide an overview of how Essex plans to implement the new Bus Back Better Strategy which the government introduced in March 2021. Cllr Stock agreed to attend the meeting on 15/11/21.

c) New Friday C392 service is not being utilised. The new service is 10:45 from Old Nazeing Road into Hoddesdon with a 12:00 return from Hoddesdon to Old Nazeing Road. Cllr Stock has and will be undertaking further leaflet drops. The details are also on the Council's website and noticeboards. Cllr Stock has also written to the Manager at Epping Forest Community Transport concerning the service not being utilised.

d) Remembrance Sunday 11am service at All Saints Church on 14/11/2021. All are welcome. Cllr Stock will be laying the wreath this year for the Parish Council.

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

Cllr Clarkson attended a Highways Briefing recently and provided a short summary of the briefing. Of note was that Essex Highways are planning to replace street lights with LED ones within the next two years and that it is their responsibility to manage & lead flood issues. Unfortunately, the session did not allow for many questions to be answered.

21. Information Items.

None.

22. Items for the next agenda.

Cllr Stock asked that the Council consider providing planters between the wooden bollards at Langley Green.

23. Date of next meeting of Full Council. 25th November 2021.

Meeting closed 10:22pm.

Signed by the Chairman: **Date:**