

## NAZEING PARISH COUNCIL

### Minutes of the Full Council Meeting held on Thursday 25th November 2021 at 8pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

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

**Also present:** Lorraine Ellis (Clerk) and 2 members of the Public.

#### 1. Welcome and Introductions:

Cllr Carter welcomed Cllrs and members of the public to the meeting.

Following advice & training from Essex Association of Local Councils, minutes will be recording decisions made with much less detail noted of the discussions surrounding those decision. In addition, apologies of absence will also be approved.

#### 2. Apologies for absence:

Cllrs Arnold, Clarkson. Apologies noted from District Cllr Avey & County Cllr Whitbread.

It was resolved to approve the apologies of absence for Cllrs Arnold and Clarkson.

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

A resident wished to speak at item 12a, however, the Chairman asked that she covered her point at this item. The resident asked if the internal auditor had reviewed the payment for the portacabin. The Clerk checked and advised that as the payment was made in October, it was unlikely that the auditor had reviewed this particular payment as he had reviewed payments up to September.

#### 4. Declarations of Interest:

Cllr Shorter declared a pecuniary interest in item 7b.

#### 5. Approval and signing of minutes:

The minutes of the Full Council meeting held on 28th October 2021 were approved with no amendments and were signed by the Chairman.

#### 6. Enforcement Notices/Appeals:

a) The following appeal against an enforcement notice was considered:

**Enforcement No:** ENF/0155/20

**Officer:** Ian Ansell

**Applicant Name:** Messrs Brien, O'Brien, & Connors

**Site Address:** Homesfield Nursery, Meadgate Road, Nazeing, Waltham Abbey EN9 2PB

**Proposal:** Without planning permission the unauthorised use of the land as a Gypsy, Romany and traveller site divided into six pitches (9-14 on planning application EPF/0957/20) for the stationing of mobile homes, caravans, tourers and paraphenalia associated and connected with the unauthorised use. Refusal was for proposed provision of 6 Gypsy/Traveller pitches each comprising 1 mobile home and 1 touring caravan together with the provision of hardstanding & boundary fencing (EPF/0957/20).

**Reason for Appeal:** Against Planning Refusal and Enforcement Notice

**Appeal Type:** Public Inquiry and a site visit by an Inspector

**Reference:** APP/J1535/C/21/3279021 & APP/J1535/W/21/3279019.

Comments: Cllr Joslin reminded Cllrs of the Council's reasons for objecting to the application in August 2020. It was agreed to oppose both appeals on the same grounds as previously given and to also include the harm to the Green Belt.

It was resolved to oppose both appeals for the following reasons

- (i) The development is harmful to the Green Belt and there are no very special circumstances that would outweigh such harm
- (ii) The site is not fit for residential purposes due to the potential land contamination issues, as identified by the District Council
- (iii) It is not in accordance with the Submission version of the EFDC Local Plan. Policy SP2 sets out the approach of the District Council to Traveller sites in the District and additional pitches provided through allocation of sites (No additional sites identified for Nazeing or Roydon)
- (iv) The proposed development is contrary to Government guidelines in relation to concentrations of Traveller sites
- (v) The Parish of Nazeing has a high concentration of Traveller sites, probably one of the highest in the Epping Forest District.

**b)** The following planning appeal against refusal of a householder application was considered:

**Application No:** EPF/0521/21    **Officer:** Caroline Brown    **Appellant's Name:** Mr Chavinash Dookhit

**Site Address:** Little End, Hoe Lane, Nazeing, Waltham Abbey, EN9 2RJ

**Proposed development:** Proposed demolition of an existing garage/workshop and the erection of a replacement/garage workshop with a front roof gable and rooflights.

**Reason for Appeal:** Against a Refusal                      **Appeal Type:** Written Representations

**Reference** APP/J1535/D/21/3277384 response no later than 08/12/2021.

As this appeal is proceeding under the Householder Appeals Service, there is no opportunity for the Council to submit further comments. The Council have a right to withdraw any representations made so that they are not taken into consideration by the Inspector.

Comments: Cllr Joslin advised the Cllrs that previously the Council had no objection to the planning application.

It was resolved that the Council would not withdraw the comments made previously.

**c)** The following planning appeal against refusal of a householder application was considered:

**Application No:** EPF/1962/21    **Officer:** Muhammad Rahman    **Appellant's Name:** Mr and Mrs Pegna

**Site Address:** Red Cherries, 32 Tatsfield Avenue, Nazeing, Waltham Abbey, EN9 2HH

**Proposed development:** Remove existing roof and erect new first floor extension with new hipped roof (Revised application to EPF/2958/20).

**Reason for Appeal:** Against a Refusal Representations

**Appeal Type:** Written

**Reference** APP/J1535/D/21/3284249 response no later than 30/11/2021.

As this appeal is proceeding under the Householder Appeals Service, there is no opportunity for the Council to submit further comments. The Council have a right to withdraw any representations made so that they are not taken into consideration by the Inspector.

Comments: Cllr Joslin advised the Cllrs that previously the Council had no objection to the planning application.

It was resolved that the Council would not withdraw the comments made previously.

**d)** It was noted that there is an appeal against an enforcement notice ENF/0280/21 Clarador, Betts Laner and the District Council are awaiting details from the Planning Inspectorate.

**7. Planning Applications:** The following applications were considered:

**(a) Application No:** EPF/2756/21      **TPO Officer:** Robin Hellier

**Applicant Name:** Mrs Francesca Schillaci

**Location:** Honeysuckle House Back Lane Nazeing Essex EN9 2RS

**Proposal:** TPO/EPF/12/16 T2: Oak - Crown reduce by up to 3m, as specified.

**Resolved – The Parish Council requests that the application is referred to the District’s Tree Officer in order to ensure that no unnecessary work is undertaken on the tree/s.**

**(b) Application No:** EPF/2686/21

**Officer:** Sukhvinder Dhadwar

**Applicant Name:** Claire Ford

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

**Proposal:** Conversion of existing packing shed to create 1no. three bedroom single storey residential dwelling.

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

**Resolved – no objection and that the residents of Hoe Lane would welcome the reduction in traffic in Hoe Lane**

**(c) Application No:** EPF/2712/21

**Officer:** Marie-Claire Tovey

**Applicant Name:** Kevin Ellerbeck

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

**Proposal:** Demolition of commercial office building and replacement with a single dwelling.

Comments: Cllr Joslin advised the Cllrs that previously the Council had no objection to the previous planning application for Aver House. It was agreed to support the application on the same grounds as previously given and to also include that it is considered as infill and that there is no harm to the Green Belt.

**It was resolved the Council support the application because**

**i) The development replaces an existing building.**

- ii) **The application is a small-scale development.**
- iii) **The house is positioned at the end of the existing row of houses and it is considered to be classed as infill.**
- iv) **The position of the proposed dwelling means that it does not affect the views of the open countryside and there is no harm to the Green Belt.**
- v) **There have been no objections from the immediate neighbours of the proposed development.**

**In the event that the application is referred to Committee, the Council would wish to attend the meeting and make representations.**

#### **8. Date of Full Council and Planning Committee meetings to April 2022.**

It was resolved to have Planning Committee and Full Council meetings on the second and fourth Thursday respectively of each month up to April 2022.

#### **9. Financial Matters:**

**a)** It was resolved to authorise:

- i) Payments totalling £8,589.51
- ii) Transfer of £5,000 between bank accounts.

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

**b)** It was resolved to add Cllr Judge to the bank mandate, to be an authorised signatory.

**c)** It was resolved to approve a variable Direct Debit for electricity and water supply to the portacabin.

#### **10. Finance Committee Membership:**

It was resolved to appoint Cllr Judge onto the Finance Committee for 2021/22.

#### **11. Clerks Report.**

Report circulated before the meeting. No questions were raised.

#### **12. Interim Internal Audit 2021/22:**

**a)** The completion of the Interim Internal Audit on 09/11/21 and the contents of the 2021/22 Interim Audit Report were noted.

**b)** It was noted that the auditor concluded that the Clerk & Council have maintained adequate and effective internal control arrangements with no serious concerns or issues identified at this stage of their review.

#### **13. Street Lighting.**

To consider quotes to provide street light maintenance, including an annual maintenance survey.

It was agreed to carry forward this item as not all the quotes have been received.

#### **14. Amenity Matters:**

It was agreed that the tenant should have contacted the Council before altering the plots however, it was recognised that the tenant would have spent a considerable amount of time and money on the alterations.

It was resolved to write to the tenant and request that if she gives up the allotment plots, then the plots must be re-instated to the condition that they were in prior to her being the tenant. Cllr Joslin will check the letter before it is sent to the tenant.  
**Action Cllr Joslin and the Clerk.**

### **15. Parish Office at the Leisure Centre:**

**a)** The new office has electricity, water, a BT line, steps to enter the cabin and security lighting. Some further BT work is still required before staff can move into the new office.

**b)** It was resolved request to allow the Clerk & Assistant Clerk 15 additional hours each to reduce the Councils paperwork and move offices, to minimise the impact of the move on the running of the Council.

### **16. Defibrillators within the Parish.**

**a)** It was resolved to purchase three defibrillators and a 4 year service contract from Community Heartbeat Trust at a cost of £6,767 + VAT for the Parish (at the Parade, Bumbles Green and Riverside).

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

Following discussion on the location of the defibrillators, it was agreed to follow up and / or write to the chemist at the Parade, the King Harold Public House, the rowing club and, The Crown Public House. and the rowing club (back-up option for Riverside). **Action Cllr Joslin (the King Harold Public House) and the Clerk.** Installation costs could then be obtained.

Cllr Elton proposed that he would purchase two defibrillators for his business and then there would be a 10% discount on the service contract.

**b)** Following the decision to purchase defibrillators:

i) It was agreed that some Cllrs on a rota basis would be guardians for the equipment at the Parade & Riverside and the Clerk / Assistant would be guardians for the equipment at Bumbles Green.

ii) It was agreed to discuss training with Community Heartbeat Trust and explore the possibility of them providing training free of charge as five defibrillators would be purchased. It was also agreed to raise awareness for the local community, which could be via training and leaflet drops.

### **17. Market Policy Consultation.**

Epping Forest District Council are consulting on the proposed Market policy for Epping Forest District. Consultation is from 05/11/21 to 06/12/21. It was resolved that the Council have no comment on the proposed Market policy for Epping Forest District.

### **18. Highways Devolution Scheme.**

Cllr Benton raised the communication on the Highways Devolution Scheme, where some Essex County Council responsibilities can be devolved to the local parishes.

Cllr Benton provided a brief overview to the Council of the Highways Devolution Scheme. It was resolved that the Council would not be participating in the Highways Devolution Scheme. The Council thanked Cllr Benton for investigating

**19. Planters at Langley Green. DS**

To consider providing planters between the wooden bollards being installed by the Rangers at Langley Green.

It was agreed to carry forward this item until the bollards have been installed.

**20. Correspondence:**

**a)** Epping Forest District Council (EFDC) Young Citizen of the Year award 2022, closing date for nominations 26/11/21.

**b)** EFDC Creativity & Sports Awards 2022, closing date for nominations 12/12/21. Details for both awards are on noticeboards and website.

**21. Reports from Councillors who have attended other meetings/events.**

None.

**22. Information Items.**

None.

**23. Items for the next agenda.**

None.

**24. Date of next meeting of Full Council.** 23rd December 2021.

Meeting closed 10pm.

**Signed by the Chairman:** ..... **Date:** .....