

## NAZEING PARISH COUNCIL

**Minutes of the Full Council Meeting held on Thursday 24th March 2022 at 7:30pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.**

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

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

### **1. Welcome and Introductions:**

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

### **2. Apologies for absence:**

Cllrs Benton, Shorter, Stock. Apologies noted from District Cllr Bassett and County Cllr Whitbread.

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

None.

### **4. Declarations of Interest:**

None.

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

**a)** The minutes of the Full Council meeting held on 24th February 2022 were approved with no amendments and were signed by the Chairman.

**b)** The minutes of the Planning Committee meeting held on 10th February 2022 were noted.

As the recent Personnel Committee meeting was inquorate, the following item on the Agenda was accordingly not considered and was postponed to a future meeting.

**c)** To note the minutes of the Personnel Committee meetings held on 23rd April 2021 and 6th January 2022.

### **6. Planning Applications:** The following applications were considered:

**(a) Application No:** EPF/0375/22 **TPO Officer:** Robin Hellier

**Applicant Name:** Mr Peter Musk

**Location:** Wychote, 17 Highland Road, Nazeing, Waltham Abbey, Essex EN9 2P

**Proposal:** TPO/EPF/22/83 (Ref: T20 & T16) T1: Lime - Crown reduce by up to 4m, as specified. T2: Lime - Crown reduce to previous points, as specified. Selective crown thin, 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 damage is caused to the trees.**

**(b) Application No:** EPF/0338/22 **Officer:** Alastair Prince

**Applicant Name:** Mr Reece Atkinson

**Location:** Burrington, Middle Street, Nazeing Waltham, Abbey Essex EN9 2LB

**Proposal:** New gates to the front.

**Resolved – no objection.**

**(c) Application No:** EPF/0347/22                      **Officer:** Zara Seelig  
**Applicant Name:** Mr Roy Hardcastle  
**Location:** 13 Banes Down, Nazeing, Waltham Abbey, Essex EN9 2NU  
**Proposal:** Proposed new pitched roof structure.

**Resolved – no objection.**

**(d) Application No:** EPF/0371/22                      **Officer:** Zara Seelig  
**Applicant Name:** Mrs Susan Nichols  
**Location:** 66 Old Nazeing Road, Nazeing, Waltham Abbey, Essex EN10 6RL  
**Proposal:** Single storey side extension and new 2 bay garage with first floor office space.

It was noted that Cllr Elton joined the Council meeting at this point.

**Resolved – no objection provided that the trees on the south west boundary are safeguarded.**

**(e) Application No:** EPF/0386/22                      **Officer:** Alastair Prince  
**Applicant Name:** Mrs Hong Thi Hoang  
**Location:** 7 The Mead, Nazeing New Road, Nazeing, Waltham Abbey EN10 6SS  
**Proposal:** Proposed side first floor extension.

**Resolved – no objection.**

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

**(f) Application No:** EPF/0440/22                      **DRC Officer:** Sukhvinder Dhadwar  
**Applicant Name:** Mr Perry Gamby  
**Location:** Former Chimes Garden Centre and Nazebourne (no. 93), Old Nazeing Road, Nazeing, Essex, EN10 6RJ  
**Proposal:** Application for Approval of Details reserved by condition 16 "verification report" for EPF/1351/18. (Demolition of site buildings and redevelopment to provide 33 new homes).

**Resolved – no comment.**

## **7. Planning Appeals:**

The following planning appeal was considered:

**a) Application No:** EPF/3040/19                      **Officer:** Kie Farrell  
**Appeal By:** The Chimes Broxbourne Limited  
**Site Address:** Land at the former Chimes Garden Centre, Old Nazeing Road, Nazeing, Waltham Abbey, EN10 6RJ  
**Proposal:** Proposed erection of x14 no. dwellings (4 flats & 10 dwellings).(Phase 2).  
**Reason for Appeal:** Against a refusal                      **Appeal Type:** Written representations and a site visit.  
**Reference:** APP/J1535/W/21/3282952 response no later than 11/04/2022.

It was resolved to support the appeal for the following reasons:

1. Although the site is within the Green Belt there are very special reasons why the development should be permitted.

2. The site was part of a garden centre which closed several years ago and the land was then used for various commercial purposes. It was generally in an unsatisfactory condition.
3. Ultimately in 2019 Planning Consent was granted for the erection of houses on a large part of the former garden centre and this consent has been implemented.
4. The site which is the subject of the Appeal was not included in the development and remains in an untidy and unattractive condition.
5. The proposed development will complete the estate and will be a considerable improvement.

### **8. Date of Council meetings to December 2022.**

- a)** It was resolved to have Planning Committee and Full Council meetings on the second and fourth Thursday respectively of each month up to December 2022 with a second Planning Committee instead of a Full Council meeting in August and the Full Council meeting in December to be on third instead of the fourth Thursday.
- b)** It was resolved to have both the Annual Parish and Annual Parish Council meetings on 26 May 2022.

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

- a)** It was resolved to authorise:
  - i) Payments totalling £4,149.45
  - ii) Transfer of £5,000 between bank accounts.The Financial Summary for March 2022 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 & Joslin.** The Clerk kindly requested that payments were made promptly this month, to ensure they were included in the current financial year. It was also noted that details have been received from the National Joint Council for Local Government Services regarding pay scales for 2021/2022 for the Clerk and Assistant Clerk and are to be implemented from 01/04/21.
- b)** It was resolved to continue with membership to the Rural Community Council of Essex (RCCE) at a cost of £55+VAT, when paid by 30/04/22.
- c)** It was resolved to postpone consideration of a fixed contract for the electricity supply for the office until the April Full Council meeting.
- d)** It was resolved to continue using Vince Cresswell to undertake the weekly playground inspection at a cost of £45.
- e)** Following a review, it was resolved to approve the Council's banking arrangements, including the banking mandate.
- f)** Following a review, it was resolved to approve the variable Direct Debits and standing orders for the Council.

### **10. Clerks Report.**

Report circulated before the meeting. No questions were raised. Cllr Joslin has noted that there are a number of tasks assigned to him and he will review these.

### **11. Amenity Matters:**

- a)** It was resolved to continue with the monthly cleaning of the Nazeing crossroads bus shelter, at a cost of £40 per clean.
- b)** It was resolved that any retained allotment deposits (as allotment returned in poor condition or an allotment holder does not want the deposit returned) are returned to allotment account code.

**c)** Damaged street light at North Barn. The Council insurers have confirmed the damage to the street light is covered, including the emergency repairs. Request has been sent to UK Power Network (UKPN), who will supply the electricity to the new street light, however the quote is still outstanding.

**d)** Defibrillators within the Parish. It was resolved to use Community Heartbeat to do the electrical installation of the defibrillators at Elgon Chemist on the Parade and at the Kings Harold Public House.

**e)** Following the request from one of the Community Champions, it was resolved that the Council provide an allotment plot free of charge for the community for a period of five years. An agreement is required to be signed by one of the Community Champions but no deposit will be taken.

**f)** A resident has advised that cars & garden lights are being damaged and trees are being hit due to ball games on the green at Pound Close. Cllr Carter showed the proposal for the play area and would hope that this will stop the trees being used as goalposts. A resident was also concerned with cars being parked on the green. It was agreed to investigate installing bollards on the green. The Clerk advised that if bollards were to be installed, a licence may be required, the Council would need to consult with residents and obtain approval from the District Council.

## **12. Councillor Training:**

It was resolved that Cllrs Elton and Stock have approval to attend the Chairman and Vice-Chairman training at a cost of £270 for the 3 day course. As Cllr Stock was not at the meeting, confirmation would be sought that he would like to attend the courses.

## **13. The Queen's Platinum Jubilee.**

Cllr Benton attended a community meeting on 01/03/22, to discuss how the community may wish to commemorate the Queen's Platinum Jubilee and details were circulated to Cllrs. It was agreed to re-visit this item at the Planning Committee meeting and provide an update on the costs for a permanent beacon. As the Council lease Aerodrome Corner, it will be investigated if it is possible to erect a beacon on the site.

## **14. Pound Close Play Area.**

Details were presented to Cllrs showing plans for the Pound Close play area. The Council were in agreement with the proposal. Quotes will need to be obtained and considered by the Council. In addition, as discussed earlier, it was agreed to investigate installing bollards on the green. The Council would need to consult with residents for all proposed changes to the green and obtain approval from the District Council.

## **15. Correspondence:**

The following was considered:

**a)** Correspondence from the Information Commissioners Office (ICO). Details have been circulated to Cllrs before the meeting. Cllr Joslin outlined the background to the correspondence.

A request had been received from a resident for information and documents in relation to the acquisition by the Council of the temporary office building. When the request was not dealt with by the Council timeously the resident threatened to ask the Council's external auditors to undertake an investigation which would have incurred considerable expense.

The resident was informed that at the end of the financial year, the auditors would be carrying out their annual audit when they would send the Council their requirements. It was suggested to the resident that she should raise her concerns with the auditors at that time. This would clearly save the Council unnecessary expense. In the meantime, the Council declined dealing with the Request for Information but the resident was assured that any information legitimately required by the auditors would be provided.

The Council's response was not acceptable to the resident who approached the ICO which advised the Council of the serious penalties which could be imposed as a result of a failure to comply with a Request for Information. With a view to avoiding this risk, the Council was advised by the ICO to undertake an Internal Review.

A review was accordingly undertaken by the Council when it was resolved to disclose the information which had been requested within 21 working days.

**b)** Cllr Carter advised that Tuesday 3 May is the planned meeting with the Police representatives. A 7:30pm start has been proposed. Venue to be found, ideally the Scout Hut. Cllr Elton offered use of his café pavilion in Broxbourne.

For information:

**c)** There is a planned closure of the Old Nazeing Road bridge from June to December 2022.

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

None.

**17. Information Items.**

**a)** Nazeing's Community Champions attended the Epping Forest District Council Civic awards held on 19/03/22 and they were part of the Community Champions team that won 'Team of the Year'.

**18. Items for the next agenda.**

None.

**19. Date of next meeting of Full Council.** 28th April 2022.

**20. Exclusion of public and press.**

It was not necessary to exclude the public.

**21. Additional Hours:**

As the recent Personnel Committee meeting was inquorate, the following items on the Agenda were accordingly not considered and were postponed to a future meeting.

**a)** The Council to accept the recommendation of the Personnel Committee regarding the approval of additional hours being worked by the Assistant Clerk, to cover when the Clerk is absent for a week.

**b)** The Council to accept the recommendation of the Personnel Committee regarding the approval of additional hours being worked by the Clerk.

Closed 9:20pm.

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

**Date:** .....