



Theydon Bois Parish Council

Parish Office, The Village Hall, Coppice Row,
Theydon Bois, Essex CM16 7ER

Acting Clerk to the Council: Mrs Elizabeth Thomas

Minutes of the Parish Council held at The Village Hall at 8.00pm on Thursday 29th June 2017

Councillors Present: Cllrs Philip (Chair), Gooch, Howard, Withers, Burn, Phillips, Wood and Purkiss

Apologies: Cllrs Hannibal & Crook

Officers Present: Elizabeth Thomas (Acting Parish Clerk and RFO)

Lifetime Achievement Award: Graham & Carol James unable to attend tonight for presentation so this is now scheduled to take place at the next Full Council Meeting on July 27 2017.

523. Apologies for Absence
Cllrs Hannibal & Crook

524. To discuss and approve the Minutes of the Parish Council meeting held on April 27 2017 & May 25 2017
Both signed as a true record

525. Declarations of Interest (existence and nature) with regard to items on the agenda. Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007 (SI.2007/1159)(The Revised Code)
None

526. Public Participation Session
None

527. Correspondence – Clerks Report

- Correspondence received re. accidental damage to verge tree in Dukes Avenue (which resulted in its removal) and a report of the inappropriate pruning of verge tree in Orchard Drive. Both issues to be monitored.
- Mess by the station bridge – escalated to TBPC Highways Committee
- Caller asking to use car park in October for WI festival – escalated to Village Hall team
- EALC certificate of membership is here
- Donkey Derby July 9 on the Green – we will have a stall
- St Mary's Church Flower Festival took place over the May Bank Holiday weekend, and was a great success
- Thanks to all who helped at seniors party on June 9 – great turnout and entertainment
- Salt Bag Partnership – arranged as per last year
- EALC info: Community safety hub and district crime data: CIRCULATED
- EFDC info: tenant and leaseholder drive in preparation – more soon: CIRCULATED
- ECC info: Art of the possible festival taking place, all with unusual skills please get in touch! CIRCULATED

- Neighbourhood Plan support from EFDC and RCCE – circulated
- ECC info: new online planning app system for minerals and waste – CIRCULATED
- EALC info: AGM is 19th September 2017 – circulated
- EALC info: training calendar for second half of 2017: CIRCULATED
- EFDC: Area Planning Sub-Committee East Meetings: members of the public may sit in the Chamber during discussions
- Precision Printing no longer takes cheques but we cannot do BACS due to our stipulation of two signatures. We will need to work something out for this as we would like to retain them for magazine production. To discuss at Finance Committee in second week of July.
- EFDC: The recording of the 'Code of Conduct' training session is now available on EFDC's webcast system
- Green Glade & Hornbeam Road parking restrictions to begin at end of June

528. Finance and General Purposes Committee

528.1: Update on Finance & General Purposes matters since the last Meeting

528.1.1 To discuss process of getting major finances raised and sanctioned by main council meeting – for those who are not on F&GP Committee

Cllr Hannibal forwarded comments on F&GP Agenda in absentia:

I suggest all read our standing orders for the discussion on Finance decision process and full Council and for suggesting any amendments. If it is a matter of being more fully informed beyond the brief update at each monthly Full Council meeting then 1) F&GP agendas can be generally circulated and 2) F&GP minutes can be generally circulated after they are approved (F&GP meetings are not monthly so long delay) or 3) draft Minutes are generally circulated.

528.2 To approve the payments made since last meeting: Payments approved. Agreed to donate to open Spaces Society as per last year. Clerk to look into changing names on credit card – Sue Jones to be replaced by Mike Hannibal.

528.3 IT issues: To discuss and confirm if we can buy and instal OFFICE 365 on the laptop or use free system eg OPENOFFICE; also to discuss recent problems experienced and solutions: Clerk outlined recent problems with Virgin and loss of services – this is being dealt with but has been a protracted process. Also requested we equip new laptop with Office 365, as there are packages for small business and government from around £11 per month. Agreed. Decided not to go with free Open Office type outfit. Cllr Burn suggested an internet security review – we have anti-virus and will need same setup on the laptop.

528.4 Buxton Trust (Tennis Club netting) update: Cllr Hannibal forwarded the following update: The Buxton Trust/Tennis Club will probably have the final netting bill any time now and need payment of the £10,000 before the July full meeting. If need be, cheque will be signed before July Full Council Meeting.

528.5 Playground At Theydon update: No updates for Media and Playground. PAT team have applied for a grant from EFDC.

529. Planning Committee

Cllr Gooch commented:

- Buxton Trust Netting: we have had calls and emails from residents unhappy with height of netting, and diameter of the poles. EFDC have closed the file but we should note that some people are upset. The netting is there for health and safety reasons which is why Buxton Trust approved it. Padding at the foot of the poles goes up to a height of 6 feet.
- Old School House: also have had inquiries about this. Work has stopped, they are waiting for formal planning permission on revised plans, which will go to Area Planning Sub-Committee East soon with recommendation to grant.
- Sports and Leisure Facility Survey: this came to Planning Committee and we were asked to respond; Cllr Gooch outlined discussion at Planning Committee – a general feeling that there wasn't enough leisure facility as we have not been able to accommodate junior football teams at Buxton Trust and there are clashes with cricket and football there as the

football season is extended. Cllr Burn noted problems experienced with the Survey Monkey format in that we wanted to comment more fully than it allowed. Cllr Burn has a hard copy and will bring it to parish office to scan.

- Neighbourhood Plan: Planning Committee to focus on this, and we will take advantage of the support offered to parishes by EFDC and RCCE. Planning policy and RCCE meetings to take place later this summer.

530. Highways, Cemetery and Environment Committee

Cllr Purkiss commented:

- Car parking restrictions to come into force at Green Glade and Hornbeam Road this week. NEPP have done a decent job and people have made positive comments. It may make Theydon Bois look more suburban but this should be balanced with commuter parking. We must wait and see re. how it will be policed.
- Verge trees: we support these and their maintenance and take seriously when people want them removed.
- Debden Lane: new white line here with cats eyes, would be nice to see similar lines where they used to be.
- Recycling for Ceramics: these have been removed from local dumps, people are annoyed. Can we press for their reinstatement? Query over whether Luxborough Lane tip is staying put – Cllr Philip advised that Chris Whitbread would know more about this but he himself was not aware of any plans to close it.
- Flytippers: query over whether a team of 8 have been employed to police this? Cllr Philip has had no report of a permanent team, it may have been a team spending a week on a project related to the subject.
- Camera at Cricket Club/ Allotment Gates: Cllr Withers to chase.
- Parking: Green Glade resident commented that the refuse truck got round very quickly. NEPP have burnt off old yellow line outside the playground, and people can't park there 10-4 so they go to Poplar Row. Potential hazard: Cllr Purkiss advised to see how the new system beds in then approach NEPP about putting in lines to make playground area safer.
- Abridge Road: comments about this becoming a clearway – this would be subject to funding and NEPP must do a site visit and a draft design and consultation on that before starting a full consultation.
- Trees on Avenue Road: Cllr Wood: vans park under them, one of them drops diesel which is damaging the trees.
- Tesco: parking problem outside the store, we can't act as NEPP will not act. We are trying to get district car parking matters back under EFDC remit. Query over possible multi storey at Debden Station – this is a TfL matter.
- Where does Water Go: we were invited to take part in this ECC project, which would involve making a survey of all water courses and pipes in the area, on voluntary basis. After discussion of the implications Cllr Philip advised that we don't have the necessary volunteers so must decline and possibly do it next year: we can put a notice in the Village News to drum up interest about it. Clerk to pass information to Newsdesk.
- Notice Board: VA want us to use the existing supports, which just need painting. Agreed to go with the quote we have – and to negotiate about prices for the electrics.
- CCTV: No update.

531. Community Liaison Committee

Cllr Howard commented:

- Seniors Party June 9 – really successful, 35 guests, 8 attendants, and the bingo and quiz were popular. Head girl of Davenant attended to play piano and sing, which was excellent (letters have gone off to her and her Headteacher)
- Media: no update.
- Donkey Derby: volunteers welcome for parish council stand, we know many councillors will be helping at other stands on the day. Ivan Pollock to supply marquee. Suggestions box agreed so people can give feedback and ideas.

- Everything Epping Forest: what do we want to use them for? We can tell D Jackman that we are having a stall at the Donkey Derby for a start. All seniors events can be publicised. We should pass on agendas for full council.
- Full Council Minutes to be forwarded to the 'Village News' website, once agreed and signed. We can refer residents to the Parish Office if they want to see anything under 'Freedom of Information'. It was suggested that we give 'Everything Epping Forest' a monthly calendar of items and mention that Full Council Minutes are available on the 'Village News' website, whilst the Minutes of individual Committee Meetings can be viewed at the Parish Office.
- RCCE AGM on July 5 – Cllrs Howard and Wood to attend. Best Village will be announced there.

532. Any Other Urgent Business for Report (without decision)

- Cllr Wood: Local buses are being reduced to every 2 hours. She is working to get hold of correct Chelmsford personnel to get correct timetables, we have had problems with this before.

533. Public Participation

- Precision Printing: newsdesk team really want to stay working with them, agreed to work a payment method out to suit the printers, newsdesk and council.
- Notice board: where will the light be, and will it be very bright? Light fitting at the sides and won't shine on street.
- Lifetime Achievement Award: we will present next meeting or just after, so it can go in the Magazine.

534. Following Agenda items will exclude Public and Press

- Staff matters

Councillor Philip closed the meeting at 9.39 pm

Elizabeth Thomas
Acting Clerk to the Council

Councillor John Philip
Chair of the Council