



Theydon Bois Parish Council

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

Clerk to the Council: Mrs Caroline Carroll

Minutes of the Parish Council held at The Village Hall at 8.00pm on Thursday 28TH June 2018

- **Councillors Present:** Cllrs Philip (Chair), Gooch, Hannibal, Purkiss, Burn, Wood & Howard
- **Apologies:** Cllrs Crook & Phillips
- **Officers Present:** Caroline Carroll (Parish Clerk and RFO)
- **Members of the Public:** PC Andy Cook; Essex Police 7 members of the public

607. **Apologies for Absence:** Cllrs Crook & Phillips

608. **To discuss & approve the Minutes of the Annual General Parish Council Meeting & the Annual Parish Meeting held on Thursday 31st May 2018**

APPROVED

609. **Disclosure of Interests with regard to specific items on the Agenda (existence of any Disclosable Pecuniary Interest, or existence and nature of Other Pecuniary Interest or a Non-Pecuniary Interest). The Council has adopted the Essex Public Law Partnership Code of Conduct.**

None

610. **Public Participation session with regard to specific items on the Agenda**

Cllr Philip invited PC Andy Cook to speak. PC Cook explained that following the appointment of Chief Inspector Basford we should see more of a community police presence. PC Cook will be attending as many Monthly Parish Meetings as he can and he will also be putting an item in the Village News quarterly. Cllr Philip recommended that Police Liaison should be a regular item on the agenda. PC Cook spoke about introducing speed watch in the village. A small team of volunteers would be needed and all equipment provided. Clerk to put PC Cook in touch with the two new neighbourhood watch coordinators to try to implement this initiative and any others. Cllr Purkiss asked if we were able to be given feedback on any successes from our new CCTV system. PC Cook confirmed that this would be possible and that he will work closely with the new 3 Community Police Officers who have been hired for the District from Epping Forest District Council. There is also another initiative – Coffee with Cops. PC Cook to notify Clerk when the next session will be. Clerk to also send dates for the Christmas Market and other events that we would require a police presence.

611. **Correspondence – Clerk's Report**

- Issue with boundary hedge with the cottage and the Playground has now been resolved. The new fence
- Letter from Nigel Avey Epping Town Council regarding their neighbourhood plan – comments before 31st July. Form is in the office
- Email from Waldon Telecom regarding installation of an upgrade to the existing telecommunications Vodafone point at Thrifts Hall Farm - circulated to Councillors and will need a response

- Email from Chris Borg at NALC via Kerry Wood at EALC regarding a survey that needs completing by end of July - NALC have a policy that it should be mandatory for planning authorities to adopt regimes using the Community Infrastructure Levy. NALC are gathering evidence from local councils to support this proposal. Circulated to Councillors
- RCCE Village of the Year unfortunately Theydon Bois did not make it to the final four villages
- Invitation to all councillors from the Playground at Theydon to attend the grand opening for Sunday 15th July 12PM
- Letter received from Martin Oliver re lack of notice when CCTV install was taking place. Clerk has circulated and responded
- Email from Enid Walsh regarding the Epping Forest Branch of Association of Local Councils AGM on 3rd July - circulated. Cllr Purkiss and Burn will attend
- PAT general small dispute within committee regarding overall hedge height - Highways meeting agreed the hedge around the perimeter should be cut down to the height of the existing fence have relayed this information to PAT Chair.
- Group of volunteers organised a social event "Community Cuppa" in the church hall on Wed 27th open to all offering tea cakes and games. First session was a pilot but they hope to run more.
- Poster from the Tree wardens on the noticeboards requesting help in watering trees during this dry period. Have also asked that this is put onto the Facebook pages
- War Memorial Grant - this now seems unlikely to be given we will therefore need to decide in this meeting if this money is taken from reserves - Cllr Purkiss to provide update
- EFDC will cut the Green, Cemetery and the small patch of land at the corner of Piercing Hill and Coppice Row on the church hall side this weekend. Clerk has confirmed with the Corporation that the meadows can now be now cut for the Donkey Derby next weekend

612. Feedback from Epping Forest District Council

Cllr Philip: not much to report as this is the first month following the AGM. EFDC are however pushing ahead with the recruitment of strategic directors. No update as yet from the Judge on Judicial Review.

613. Finance and General Purposes Committee

613.1 To receive an update on Finance & General Purposes matters since the last Meeting: CCTV install has now gone ahead. Will need to pay the remaining balance shortly for the Wet Pour playground flooring. This is a previously agreed amount so will be paid on receipt of invoice.

To approve the payments made since last meeting: **APPROVED**

613.3 To approve our proposed Investment Strategy: -The Investment Strategy document prepared by Cllr Crook had been circulated by the Clerk last week; Cllr Howard had concerns we were not considering our PWLB loan balances however Cllr Philip explained this was a strategy only to invest sensibly and we can then consider all of our options and the Finance & General Purposes Committee can look at this. Cllr Burn asked for confirmation on if we take any money out would we then be liable for any fees. Cllr Hannibal confirmed the investments are staged – 3/6 months and 1 year allowing 30 days' notice. Any investments made that are unspecified in the document will be brought to full council otherwise the Finance Committee can decide on the investment. This Investment Strategy was then proposed by Cllr Hannibal and seconded by Cllr Gooch. **APPROVED**

614. Planning Committee

614.1 The Planning Committee have submitted their second response to the Consultation on the Planning Process Review. A report will go to Full Council in due course. There are currently two planning issues on properties that have started work without permission and Epping Forest District Council's Enforcement team are investigating.

615. Highways, Cemetery and Environment Committee

615.1 Also refer to minutes from the 26th June 18 Highways meeting

To receive an update on Highways, Cemetery and Environment matters within the Village: Highways have now repaired the potholes on the bottom of Orchard Drive and Loughton Lane just before Graylands. Cllr Purkiss has a meeting with the portfolio Holder Cllr Kevin Bentley on 7th August at 1.00 PM. Loughton Lane will also be resurfaced in mid-July and

the replacement of the cat's-eyes in August. Following the recent Highways meeting on 26th June we discussed the Village Green Document provided to us by the Corporation of London. Cllr Gooch and Cllr Purkiss will be responding to Geoff Sinclair at the Corporation of London shortly and will also ask for a follow up meeting.

CCTV is now working very well. A new camera has also been installed on the Scout Hut. With the imminent opening of the new Playground at Theydon we need to ensure our CCTV is operational by this time. It appears going through Virgin and / or BT would take much longer than anticipated the best option therefore on advice from Mike Slade at Essential would be a 4G router. The costs are £180 installation; £180 for the equipment and £40 per month for a year's contract. The system would be able to alert the Clerk by email of any activity after hours in the playground the footage can then be download to a specified time as it is not cost effective to run 4G continuously. Cllr Philip then proposed that under these circumstances we suspend our Standing Orders to allow for the installation of the 4G router to go ahead. **All councillors were in Agreement - APPROVED**

Cllr Purkiss informed the council we would also be looking at the option of another CCTV camera at the Coppice Row / Piercing Hill junction and this would be explored and reported back shortly. A revised CCTV budget is also needed and Cllr Philip suggested this is put on the next Finance & General Purposes Agenda for 19th July 18 and to ensure CCTV is run under the Highways & Environments Committee.

To adopt the CCTV policy: A legal opinion on the policy is needed and unless any significant changes are made the council are happy to adopt this policy. **ADOPTED**

616. Community Liaison Committee

616.1 To receive an update on Community Liaison matters within the Village:

Also refer to minutes from the last Community Liaison meeting on 13th June 18

Seniors Event the recent event on 15th June our numbers were low at around 30 we did however manage to change the room to suit. No attendees from Robert Daniels Court despite Cllr Howard's many attempts at promoting the event. Cllr Howard feels these have run their course but we will look at the Christmas Event and to how we can improve numbers.

Donkey Derby:- The Community Liaison Committee have decided not to have a stall at the Donkey Derby this year but we hope that in 2019 once our website is launched we will have more information to provide to our community.

Christmas Lighting Clerk and Cllr Howard met with a contact from Epping Town Council to discuss our Christmas lights in and around the shopping area – we are waiting on a quote and a report to follow once the Community Liaison Committee have met on 11th July 18.

RCCE unfortunately Theydon Bois was not selected for the final round for the Village of the Year. Clerk will request feedback after 11th July from the RCCE.

Town Twinning Cllr Phillips has sent an email to the group asking for their ideas and he will report to Full Council with a date for the possible implementation of the project in June 2019. Cllr Philip confirmed this is not a sub-committee of the Parish Council but a stand-alone working group with Cllr Phillips as the 'twinning champion' and to report back where necessary. However, they are to run as a separate group with some support and advice from the Parish Council if need be. Any resource they need will be brought to full council by Cllr Phillips.

Website Proposal Will bring this to the next meeting on 26th July 2018

617. Any Other Urgent Business for report (without decision)

Please note that no decisions can be lawfully made under this item. The Local Government Act 1972 section 12 10 (2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for decision.

None

618. Public Participation session with regard to items of interest to the Parish

Resident Jim Watts suggested could the Parish Council help support the new community cuppa initiative; some merit in combining resources. Jim Watts to put organisers of the event in touch with Cllr Howard and if necessary we will add to the next Community Liaison agenda on 15th July 18.

Resident: Tree branches in Dukes Avenue obscuring view. Tree Wardens do as much as they can but for any high branches this will need reporting to EFDC.

619. Following Agenda items will exclude Public and Press

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item of business:

Replacement of Assistant Clerk.

Chairman Cllr Philip closed the meeting at 09:30 PM

Signed: Caroline Carroll Clerk to the Council

Dated: 03/07/2018