



Theydon Bois Parish Council

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

Clerk to the Council: Mrs Sally Crone
Responsible Financial Officer: Mr Greville Norman
Minutes Secretary: Mrs Margaret Lechley

Minutes of the Parish Council Meeting held at The Village Hall at 8.00pm on Thursday 23rd February 2012

Councillors Present: Cllrs Jones (Chair), Philip, Berry, Gooch, Howard, Purkiss, Sowerby, Vincent and Wood

Apologies: Cllrs Hammond and Hannibal

Officers Present: Sally Crone (Parish Clerk), Greville Norman (Responsible Financial Office) and Margaret Lechley (Minutes Secretary)

123. Apologies for Absence

Councillors Hammond and Hannibal

124. 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 (S.I.2007/1159) (The Revised Code)

Councillor Philip declared a personal non prejudicial interest in item 13.2 as he sits on the Board of One Epping Forest

125. Public Participation session with regard to items on the Agenda

A member of the public, Mr Jones, introduced himself as a resident of Forest Drive. He explained that his property backs on to the old Foresters site which currently has portacabins, a twelve seater minibus and a large caravan sited on it. Mr Jones presented to Councillor Jones a copy of a petition, signed by fellow residents, which he had raised in objection to the above. Councillor Jones read the petition to the members of the meeting. Mr Jones went on to say that he had received a letter from Theydon Bois Action Group (TBAG) addressed to Mr Godden (Enforcement Officer at EFDC). He also gave Councillor Jones a copy of this.

Councillor Gooch reported that the Council had written to EFDC Enforcement but they were unable to take action until the Appeal on the site is heard. For legal reasons enforcement action is limited when a Planning Appeal is in progress. Councillor Philip (District Councillor) assured Mr Jones that as soon as EFDC are able then they will take action.

126. Clerk's Report

126.1 Correspondence (Appendix 1)

The Clerk explained that a full copy of her report had been circulated to all Councillors and was available from the Parish Office for any resident who may be interested. A copy of the report is attached to these Minutes. The Clerk drew particular attention to the following items:

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- The Clerk read out a letter, signed by Councillors Jones and Sowerby, to Mr Jim Watts, the Web-Editor, asking him to reconsider his resignation. Mr Watts had accepted the letter in good heart and has agreed to continue as Web-Editor.
 - E-mail from Epping Forest District Council regarding the launch of a new website One Shops Local www.oneshopslocal.com. Councillor Philip said that residents should make use of this site as, amongst other items, special offer vouchers will be posted there by local businesses.
 - The Winter Salt Initiative had proved successful. We are awaiting delivery of the additional free pallet of salt.
 - The dates for the 2012 Neighbourhood Action Panel have now been posted on the notice board.
 - The Clerk reported that Theydon Bois and District Rural Preservation Society had presented a cheque for £500 by way of donation towards the new fencing at the Community and Youth Centre.

126.2 Feedback on the Localism Act – Briefing on the New Standards Regime and to note timetable (Appendix 2)

- The Clerk reported that she had attended the training session on the Localism Act 2011 at EFDC. The course is to be repeated on Friday 23rd March and she recommended that Councillors should attend. Councillor Jones said that she intended to do so.
- The Clerk read through the key points of the Briefing. These are all included in her report. She reported that the Public Law Partnership had drafted documentation and that this was available to any Councillor who may be interested. The key point for all Councillors to note is that the date by which the Council must have a new Code of Conduct/Complaints Policy in place is 1st July 2012
- It was agreed that a review of the 'Standards' aspect of the Localism Act 2011 should go forward as an Agenda item for the next Council Meeting with the possibility of setting up a Working Party to undertake the necessary work.

126.3 To note correspondence received from EFDC and EALC re Elections (Appendix 3)

- The Clerk reported that she had received an e-mail dated 9th February (already circulated) from the Senior Electoral Services Officer concerning the Parish Council elections on 3rd May.

127. To discuss and approve the Minutes of the Parish Council Meeting held on 26th January 2012 (Appendix 4)

There were no comments made on the Minutes and these were approved and signed by the Chairman on behalf of the Council.

128. Finance and General Purposes Committee

Agreed:

To approve the payments made since the last Parish Council Meeting on 26th January 2012 and to authorise the Chairman to sign said list of payments on behalf of the Council.

Councillor Philip reported that under the Localism Act, by the end of March 2012, the Council should have the 'General Power of Competence.' This gives local authorities the legal capacity to do anything an individual can do that isn't specifically prohibited; Expenses will still need to be justified of course.

129. Community Liaison Committee

129.1 Councillor Sowerby reported that a local community group had asked if they could use the Parish Council logo. The request had been declined in accordance with policy but a line drawing of the logo had been offered instead.

129.2 The letter to the Web-Editor had already been covered.

129.3 The date of the Annual Parish Meeting was discussed. It was agreed that the pre-election 'purdah' rules were of no consequence to the timing and that the Annual Parish Meeting will be held immediately prior to the next Council Meeting on 29th March. Councillor Jones will present her Chairman's Report and refreshments will be offered to Parishioners in attendance.'

Agreed: Annual Parish Meeting to be held on Thursday 29th March 2012.

129.4 Councillor Sowerby reported that the next Seniors Event is scheduled to take place on Friday 23rd March 2012. Councillor Wood is co-ordinating the catering for the event.

129.5 Councillor Wood reported that the Village Hall caretaker had agreed to arrange the chairs for this event. The Clerk agreed to check whether or not there would be a charge for this. It was agreed that subject to any charge being reasonable that the Council should proceed on this basis

130. Planning Committee

130.1 Councillor Gooch expressed his concerns over the content of the supplemental documentation submitted by the Appellant in relation to the Old Forester's site Appeal. It was agreed that the Parish Council need to reinforce and endorse the submission by the residents and Councillor Gooch agreed to submit a response online by close of business the following day being the deadline for submissions by Third Parties as stated on the Planning Inspectorate's website.

130.2 Councillor Gooch reported that the Council had been advised that the former Darlington's Garage site has been sold to Banner Homes. The new owner had made contact with the Clerk to explain that some minor design changes are proposed and that further details will follow.

Councillor Philip reported that under the Section 106 signed by Darlington's and EFDC the monies should be received prior to the commencement of any work on the site. The Clerk said that she would check the status of this with EFDC.

130.3 Councillor Purkiss reported that he had attended a recent meeting of the Essex Association of Local Councils (Epping Forest Branch) Committee Meeting. The Committee had highlighted the importance of EFDC's intention to appoint a heritage conservation consultant to review the Epping Forest District heritage assets. The project will involve reviewing the existing 25 conservation areas and 322 locally listed buildings as well as identifying any possible areas or buildings worthy of designation. The Clerk said that the Council had been notified by EDFC that the consultation process would be going out to tender shortly. She reported that towards the end of this process, which has a short time frame, the Parish Council should receive a phone call for input.

Agreed: to include this as an Agenda item at the next meeting of the Planning Committee.

131. Highways and Environment Committee

- 131.1 Councillor Purkiss reported that the joint sealing work in Green Glades had now been completed. Next will be the extensive pavement refurbishment work in Hornbeam Road.
- 131.2 Councillor Purkiss said that he was waiting to formalise the refurbishment work of the pavement in Orchard Drive but he hoped to get this completed in the current financial year.
- 131.3 Councillor Purkiss reported that together with the Clerk he had met with two representatives from the allotment holders to discuss the new Tenancy Agreements.
- 131.4 Councillor Vincent reported that he had written to EFDC requesting stricter and more regular enforcement of parking breaches on the double yellow lines outside Tesco stores.
- 131.5 Councillor Purkiss circulated a copy of a photograph he had recently taken showing a felled oak tree in the section of road from Wakes Arms roundabout to Theydon Bois. He said that this may have been undertaken for Health and Safety reasons but the core of the tree looked healthy.

132. Cemetery Committee

- 132.1 Councillor Purkiss reported that he had requested a quotation to carry out minor remedial work to the entrance post to the Cemetery.

Councillors Purkiss, Vincent and Hammond had recently carried out a "topple test" on memorial stones at the cemetery. The Cemetery Clerk will write to those grave-owners whose stones require repair and estimate will be obtained from the Stonemason.

Councillor Purkiss said that a request had been made by an individual to donate a memorial bench. This had been agreed but the bench location now needs to be confirmed.

133. Community and Youth Centre

- 133.1 The Parish Clerk had previously circulated the draft Heads of Terms. She had also circulated an e-mail from the Council's Solicitor dated 28th January together with a Land Registry plan of the area. The draft documentation was discussed in detail and comments were agreed as attached.

Agreed: To approve the draft heads of terms for the grant of the lease and transfer of freehold (as amended) and for the Clerk to instruct the Council's Solicitor accordingly. Councillors Gooch and Jones were given delegated authority to approve said instructions on behalf of the Council with the Clerk.

- 133.2 The Parish Clerk had previously circulated details of the likely additional legal fees as set out in the e-mail from the Council's Solicitor dated 28th January 2012.

Agreed: To approve the additional legal fees in accordance with the email from the Council's Solicitor dated 28th January 2012 and to increase the relevant budget by £2000

**Proposed: Councillor Philip
Seconded: Councillor Vincent
Carried unanimously**

134. Council Meeting Dates

Councillor Jones reminded the meeting that the Parish Council are given free use of meeting

rooms at the Village Hall by the Village Association. Whilst the Village Association is very flexible, changes to meeting dates at short notice do cause room booking problems. She asked that, where possible, the Council adhere to the planned published timetable of meetings.

135. Reports from Representatives

135.1 Councillor Howard reported that the recent closures of Theydon Bois surgery had caused problems with repeat prescriptions. He acknowledged that the on-line repeat prescription facility was not always an option for the elderly of the village. He went on to say that an option of repeat dispensing by the pharmacist exists in other areas. Currently the Limes Medical Centre do not do this although Theydon Pharmacy have said that they would be happy to offer a prescription drop off facility. Councillor Howard has arranged to meet with the Manager of the Limes to discuss the possibility of introducing this at the Limes.

135.2 Councillors Howard and Wood reported that they had recently attended the One Epping Forest Annual Stakeholder Conference. Councillor Wood reported that it had largely focused on innovation and entrepreneurship and whilst being interesting had been rather repetitive, from previous conferences, in its information.

Councillor Howard reported that the Essex Police are to make £42 million pounds savings with a loss of a thousand posts over the next three years.

136. Any other urgent business for report (without decision).

136.1 Councillor Jones reported that the Diamond Jubilee Committee had asked whether or not the Parish Council is content to be invoiced directly for some of the costs. Presumably this is due the fact that the Diamond Jubilee Committee is short of funds. However, the original offer from the Council had been to underwrite the costs of the event up to the value of £2500 rather than actually pay £2500 directly. Councillor Howard said that he would like to see a plan of the costs before making a decision. Councillor Philip agreed that at present there was not enough information available on which to make a decision. It was agreed that Councillor Philip and the Responsible Financial Officer will speak with either Mike Hannibal, on his return, or John Eaton to glean some more information on which to make a decision.

136.2 Councillor Jones reported that local resident; Joy Wainwright had recently had a discussion with one of the City of London Verderers and concern had been expressed over the possibility of cars parking on the village green during the forthcoming Olympics due to its close proximity to the tube station. It was agreed that the Parish Council has no authority to prevent this from happening as this rests with the City of London.

Councillor Jones closed the public meeting.

137. Following Agenda items will exclude Public and Press:

137.1 CCTV

Councillor Vincent reported that two tenders had been received for the renewal of the CCTV maintenance contract, the Village CCTV System upgrade and the CCTV System upgrade for the Loughton Lane site. The tender documents had been previously circulated to all Councillors. Councillor Vincent also circulated a breakdown of the figures which highlighted the price comparisons. On the basis of the total of both projects Councillor Vincent recommended the Council do proceed with the Tenders issued by Essential Security Systems Limited.

Councillor Vincent said that he would check that the figure of £1100 covered three years maintenance by way of flat fee.

Agreed: To accept the tender (copy attached) from Essential Security Systems Limited relating to the Village centre and Playground CCTV replacement/upgrade and associated maintenance contract.

Proposed by: Councillor Vincent

Seconded by: Councillor Philip

Agreed: unanimously

Councillor Vincent reported that the next steps for the CCTV System for the Loughton Lane site would be for the Council to write formally to the Buxton Trust/Theydon Bois Community and Youth Trust and Theydon Bois Scouts requesting a contribution of £2000 from each of these organisations.

137.2 Cemetery – Purchase of additional land

The Clerk reported that the purchase of the Cemetery additional land is very close to conclusion but a problem had arisen in relation to the Overage Agreement between Woodland Trust and the previous owner pursuant to which the previous owner is entitled to a payment. Under this clause the previous owner is apparently seeking the sum of £5,000 and there is a proposal for this to be split between the Council and Woodland Trust (£3000:£2000) in order that the transaction may proceed. The Overage Agreement is complex and it may be that a figure of only £2,500 - £3,500 is technically due. However, it is thought that a payment of £5,000 should secure the removal of the associated restriction and covenant and it is in the interest of the Council and the community to secure the site for the benefit of the village, particularly given that the site is being acquired at nil cost due to the generosity of a local resident. The site is also immediately adjacent to the existing Cemetery and thus offers a unique opportunity to extend capacity of the existing site which will undoubtedly be required in the future.

The Clerk also advised that due to the complexities which had arisen additional legal fees may be payable and that it would be advisable for additional provision to be made should the need arise. The Responsible Financial Officer said that a transfer of £3000 should be made in the budget provision from Legal Fees to the Cemetery additional purchase of land. The £1000 shortfall could then be met from the £10,000 under Infrastructure.

Agreed: That additional provision be made for the Cemetery Purchase of £3000 (out of the Cemetery Committee's existing budget for legal fees for the project) with up to a further £1000 for any associated additional legal expenses to be met from the Cemetery Committee's existing budget for Infrastructure for the project.

Proposed by: Councillor Purkiss

Seconded by: Councillor Philip

Agreed: Unanimously

The Clerk reported that a resident of Red Oaks Mead had requested a key to the gate to the Community Centre land following the installation of the new fencing. This would not be acceptable. The Clerk also advised that the Chair of the Pre-School had also requested a key and asked whether some logs could be installed to make an outside classroom area in the open space. It was agreed that these requests should be considered by Theydon Bois Community and Youth Trust and if appropriate also by the Council at a later date as it was not possible to answer at present.

Parish Council Meeting 23rd February, 2012 Clerks Report

Agenda Item 4.1 Clerk's Correspondence

I would like to report the following items of correspondence which are available in a folder on the desk to the rear of the hall for anyone who wishes to read them after the meeting:

1. Annual renewal of Council's registration under the Data Protection Act 1998. Fee of £35 paid to the Information Commissioner's Office.
2. Letter to Web-Editor from Chair and Chair of Community Liaison Committee dated 15.2.2012.
3. Essex County Council 'Making the Links' February 2012.
4. Email from the Neighbourhood Watch with European Commission Press Release highlighting single emergency number to call when travelling in EU i.e. 112.
5. Email from Epping Forest District Council regarding the launch of new website One Shops Local www.oneshopslocal.com. The aim of this is to support local independent traders and over 100 local businesses are now registered. More information can be obtained from EFDC website or from the Chamber of Commerce.
6. Email from Essex County Council regarding the Winter Salt Initiative. Confirmation given that Parish initiative going well and taking up offer of another free pallet of salt which is awaited.
7. Confirmation to Louise Fuller of her reappointment as the Council's Internal Auditor (fee payable £250).
8. Details of Neighbourhood Action Panel Meeting Dates for 2012
9. Letters dated 17th February to Theydon Bois Pre-School, Theydon Bois Scouts, Rural Preservation Society and Theydon Youth regarding their respective donations towards the new fencing at the Community and Youth Centre.
10. Draft Minutes of Finance and General Purposes Committee Meeting held on 18th January 2012
11. Draft Minutes of Community Liaison Committee Meeting held on 9th February 2012
12. Draft Minutes of Cemetery Committee Meeting held on 8th February 2012

Agenda Item 4.2

I attended the training session Localism Act 2011- Briefing on the New Standards Regime presented by Ian Willett and Colleen O'Boyle (Monitoring Officer and Deputy Monitoring Officer EFDC) on Saturday 11th February. This course is to be repeated on

Friday 23rd March at 7pm – if any Councillor wishes to attend this course then please let me know so that I can book your place with EFDC.

Briefing Handout is attached.

Key Points:

- Time is very short and doing nothing is not an option. Public Law Partnership Group has drafted some documentation including draft Code of Conduct and Complaints Procedure (if anyone would like a copy please let me know)
- Prejudicial and Personal Interests will be abolished wef 1st July 2012 and replaced with new 'Disclosable Pecuniary Interests' which have yet to be defined. Register of Interests will be maintained by Monitoring Officer for District Council AND Parish Council and will be available on EFDC website and PC website (if any).NB: now covers interests of spouse, civil partner or someone living in that capacity. Councillor has a duty to disclose and withdraw where he or she is aware that they have a DPI. Consider amendment to Standing Orders to make declaration of DPI's etc and withdrawal from Meetings a requirement; query will a Councillor still be able to speak where he or she has a prejudicial interest?.
- The Council must adopt a new Code of Conduct by 1st July 2012. There should be a common Code of Conduct for the District/Parishes for consistency. The Code must include seven general principles of public service namely; selflessness, integrity, objectivity, accountability, openness, honesty and leadership but may also include respect for others and other matters. Code must also cover requirements for registration and disclosure of 'Disclosable Pecuniary Interests' and any other interests.
- Present Standards Committee to be abolished but some sort of Standards Committee is still likely to be required for all tiers of Local Government. Do we want to join the proposed Epping Forest EALC Joint Parish/Town Standards Committee (note a Clerk and budget will be needed for this).Draft constitution awaited
- The Council must consider how it will deal with complaints under the Code of Conduct. Should there be a common complaints procedure? It is possible that complaints could firstly be considered by the Monitoring Officer to assess whether there are any grounds before referral to a Standards Committee (could be cost implications).
- New legal provision regarding Pre-Determination (Section 25). ' A decision maker is not to be taken to have had a closed mind just because.....a) he or she has previously indicated what view they might take of a matter – perhaps more flexibility to give a view before decision is made?
- Should the Council set up a Working Party to deal with this matter?

Agenda Item 4.3

Please note email dated 9th February (already circulated) from the Senior Electoral Services Officer concerning the Parish Council elections on 3rd May. A few nomination

packs will be sent to the Office but it is thought that in most cases candidates will contact EFDC directly for their own packs. Nomination papers must be with the Returning Officer by noon on 4th April.

My view is that the less the Parish Council Officers have to do with the election the better so it would be preferable for any candidates to be directed to EFDC.

EALC have provided us with 'Purdah' Guidance – see attached and please note.

NB: The first meeting of the new Council must be held within 14 days of the election. As the election is on 3rd May I have slotted in an extra Council Meeting on 10th May (after the scheduled Planning Meeting) but I have kept the booking for the usual monthly Meeting on 31st May also in place if needed.

Agenda Item 6

List of Payments for approval to follow from Greville

Agenda Item 10

Agenda Item 10.1

You need the email from John Worby dated 8th February and to consider the points raised in the covering email and in the attached draft heads of terms documents all previously circulated. Careful thought needs to be given to each of the points he raises on the Heads of Terms and whilst no-one has a crystal ball you need to consider implications of the decision for the long-term and to consider the various eventualities which could arise.

Agenda Item 10.2

You need the email from John Worby dated 28th January. There is a need to approve payment of his fees of £675 plus vat and to note and agree his fee estimate of £750 - £1000 plus vat and disbursements (guide only) for dealing with the freehold transfer aspect. Fees of £1500 have already been estimated and agreed for the lease but these will be subject to review if the matter becomes protracted. I have also previously circulated email from Roy Newland which he circulated to the TBCAYT Trustees and the NALC Legal Topic Note on Lease Negotiations.

I would suggest that your comments need to be fed back to John Worby so he can finalise the draft Heads of Terms which obviously then need to be discussed and agreed with TBCAYT so a meeting may be needed with them once they have had a chance to read and consider the documents.

Agenda Item 15

I have excluded Public and Press from these items as I feel that the discussion of the tenders should be confidential and ditto I believe that the Cemetery purchase is commercially sensitive and should not be discussed in public.

Agenda Item 15.1

You already have the two tenders for the two separate CCTV Installations (Village Centre and Playground and Buxton Trust/Community and Youth Centre/Allotments/Cricket and Tennis Club areas).

My view is that you can only take a decision at this meeting on the Village Centre and Playground Tender as to my knowledge nothing firm has as yet been agreed in relation to contributions from the other parties with regard to the Buxton Trust etc site.

I have pointed out that neither of the tenders are properly addressed to the Parish Council and this should be rectified which is a minor point.

There may be a need to find additional monies should you decide to proceed with the tenders but Greville will advise on that aspect.

Agenda Item 15.2

Given some complexities which have arisen in relation to the legal arrangements between Woodland Trust and the previous owner the Cemetery Committee are recommending that there may be a need to make provision for £3000 to be set aside (this is available in the Cemetery 'legals' budget for this project) together with £2000 for additional legal fees arising (seen as a 'worst case scenario maximum figure').

The Cemetery Committee originally made provision for £5000 for this aspect so with the £1000 already earmarked for the usual conveyancing costs of the purchase there may be a need to provide for a further £1000 from elsewhere. You will however receive a full report from the Cemetery Committee with their recommendations at the meeting.

As at the date of this report the Council's Solicitor has only just received a copy of the documentation signed by the Woodland Trust and the previous owner and his further advices are awaited.

Sally Crone, Parish Clerk 17.2.2012

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1 | Page



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1. CAMERA ONE

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) DTV-IR120 infrared lamp, 147 high intensity infrared LED's, maximum range of 120 metres, 45° lighting angle, powered by 12 volt DC @ 1250mA, fitted in a IP65 rated housing.

LOCATION

To be fitted on front elevation of the Tesco Express, facing south east, the camera will be situated in order to look at the Indian Ocean restaurant.

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2. CAMERA TWO

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) DTV-IR120 infrared lamp, 147 high intensity infrared LED's, maximum range of 120 metres, 45° lighting angle, powered by 12 volt DC @ 1250mA, fitted in a IP65 rated housing.

LOCATION

To be fitted on front elevation of the Tesco Express facing south east the camera will be situated in order to look at Coppice Row looking south towards the Bull Public House.

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3. CAMERA THREE

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) DVT-IR50 infrared lamp, 147 high intensity infrared LED's, maximum range of 50 metres, 120° lighting angle, powered by 12 volt DC@1250mA.

LOCATION

To be fitted on front elevation of the Bull Public House facing east the camera will be situated in order to look at Coppice Row towards the Theydon Balti House restaurant.

ESSENTIAL

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4. CAMERA FOUR

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) DVT-IR50 infrared lamp, 147 high intensity infrared LED's, maximum range of 50 metres, 120° lighting angle, powered by 12 volt DC@1250mA.

LOCATION

To be fitted on front elevation of The Bull Public House facing north the camera will be situated in order to look at the shopping area in Forest Drive.

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5. CAMERA FIVE

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) DVT-IR50 infrared lamp, 147 high intensity infrared LED's, maximum range of 50 metres, 120° lighting angle, powered by 12 volt DC@1250mA.

LOCATION

To be fitted on the front elevation of Premier Valet, facing south east, the camera will be situated in order

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6. CAMERA SIX

One (1) Samsung SCV-2080RP high resolution dome camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Privacy masking (12 programmable zones)
- Intelligent video motion detection.
- Built in 2.8 – 10mm vari-focal auto iris lens.
- Built in high powered black IR IED's maximum range 30 metres.
- IP66 Rated Housing.

LOCATION

To be fitted on side elevation of The Village Launderette situated in order to look at the shops and footway opposite and to the left of the launderette.

7. CAMERA SEVEN

One (1) Samsung SCV-2080RP high resolution dome camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Privacy masking (12 programmable zones)
- Intelligent video motion detection.
- Built in 2.8 – 10mm vari-focal auto iris lens.
- Built in high powered black IR IED's maximum range 30 metres.
- IP66 Rated Housing.

LOCATION

To be fitted on side elevation of The Village Launderette situated in order to look at the shops and footway opposite and to the left of the Launderette.

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8. CAMERA EIGHT

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) wide angle infrared lamp, 850 NMIR, with a range of 50 metres, 45° angle, light sensor control to be fitted to camera housing.

LOCATION

To be fitted on existing pole in playground facing east the camera will be situated in order to look at the playground.

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9. CAMERA NINE

One (1) Samsung SCB-3001 1/3" premium resolution, WDR camera.

Key Features

- High resolution 650TVL colour, 700TVL monochrome.
- Minimum illumination 0.1 LUX @ F1.2 (colour), 0.01 LUX monochrome.
- Wide dynamic range.
- True day/night with infrared cut filter.
- Intelligent video motion detection.
- Privacy masking, twelve programmable zones.
- 1/3" super HAD CCD chip
- Power consumption 4.0 watts maximum.

LENS

Samsung SLA-550D vari-focal 5-50mm aspherical glass lens, infrared corrected.

CAMERA HOUSING

One (1) Metro housing

Key Features

- Dual voltage low consumption heater 600mA (max).
- Full cable management.
- Weatherproof to IP67.
- Manufactured from die cast aluminum.
- 3 Year anti-corrosion warranty.

ILLUMINATION

One (1) wide angle infrared lamp, 850 NMIR, with a range of 50 metres, 45° angle, light sensor control to be fitted to camera housing.

LOCATION

To be fitted on existing pole in playground facing west the camera will be situated in order to look at the area in front of the village pond.

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TRANSMISSION EQUIPMENT

Cameras One, two, five, six, seven, eight and nine to be transmitted from their positions via a RDT-VDX2400S real time video transmitters, 5.8GHZ TX and power supply unit in a IP67 enclosure (3 channel selectable) to transmit live CCTV images to receivers installed at high level on the bull public house.

TRANSMISSION NOTES:

Due to the complexities of radio transmission over long distances it may be necessary to quote for an alternative solution.

10. SIGNAGE

CCTV warning signs to be provided in accordance with data protection.

11. EVIDENCE PACK

One (1) approved evidence pack to be supplied.

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RECORDING AND DISPLAY EQUIPMENT

12. DIGITAL VIDEO RECORDER

One (1) Samsung SRD-1670DC digital video recorder.

Key Features

- Sixteen (16) channel.
- 8 terra HDD.
- 400 frames per second recording.
- 4 CIF real time recording.
- HI-RES 1820 x 1080
- Built in DVD writer.
- Built in web server.
- Convenient control via a mouse and remote control.

LOCATION

To be fitted within the office of The Bull Public House.

13. DVR BOX

One (1) lockable powder coated steel box to house the DVR.

Key Features

- Anti-drill radial lock
- 2 x 12 volt fans expelling hot air @ 70CFM.
- Power consumption 1300mA.

LOCATION

To be installed in office in the bull public house to house the DVR.

14. MONITOR

Existing Samsung SMT 17" LCD monitor to be installed adjacent to DVR.

INSTALLATION COST:

£ 17,421.00

SERVICE & MAINTENANCE FOR 3 YEAR CONTRACT:

£ 1,100.00

(The above charges are liable for the current vat rate at 20%)

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SECURITY HOUSE • UNIT 3A • EPPING DENE

IVY CHIMNEYS • EPPING • ESSEX CM16 4EL

TEL: 0844 800 5725

INTRUDER ALARMS • FIRE ALARMS • CCTV • DOOR ENTRY SYSTEMS • ACCESS CONTROL

WHY CHOOSE ESSENTIAL SECURITY SYSTEMS?

- We are a local company
- Proven history with existing CCTV system
- Unique 12 point service plan
- Two dedicated services engineers
- 4 hour response time
- Exclusive and dedicated service spares
- Own access equipment
- Manufacturer's 3 year guarantee
- SSAIB CCTV accreditation
- Safe Contractor accreditation



Intruder Alarm
Systems



CCTV
Systems



Access Control
Systems



131



VAT Registration No. 926 3444 21

Company Registration No. 6451336

www.essentialsecuritysystems.co.uk

email: admin@essentialsecuritysystems.co.uk

Certificate of Registration

Essential Security Systems Limited

Security House, Unit 3,
Eppingdene,
Ivy Chimneys,
Epping,
Essex,
CM16 4EL

SSAIB certify that the above named company has been assessed and found to be in compliance with the requirements of the Security Systems Criteria for the following scope:

**Design, Installation, Corrective and Preventative Maintenance of
CCTV Systems in accordance with the requirements of BS EN
50132-7 or SSAIB Code of Practice**

This Certificate of Registration remains valid from the date of issue, subject to satisfactory ongoing surveillance audits.

Registration code : ESSX122
Date of original issue: 17 August 2010
Date of this issue: 24 January 2012

Authorised Signature:



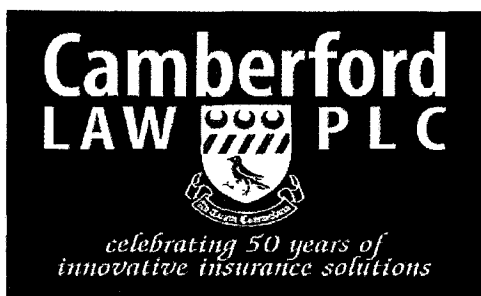
Mr G C Tate
Chief Executive



Scope ID: 10002

Security Systems & Alarms Inspection Board,
The Smoke Houses, Cliffords Fort, North Shields,
Tyne & Wear, NE30 1JE
Tel: 0191 296 3242 Fax: 0191 296 2667
Email: ssaib@ssaib.org Web: www.ssaib.org

Security Contractor's CERTIFICATE OF INSURANCE

**Head Office**

Lygon House, 50 London Road, Bromley, Kent, BR1 3RA

Telephone

020 8315 5000

Fax

020 8460 2118

Email

security@camberfordlaw.com

Insured Essential Security Systems Limited

Policy Number ZS2009/Liab/0179

Address

Business Description Alarm Installation

Period of Insurance 20th August 2011 to 19th August 2012

Insurer Zurich Insurance plc

Coverage Provided and Limits

Cover	Limit of Liability
Employers Liability	£10,000,000
Public & Products Liability including:	£5,000,000
Wrongful Arrest	£5,000,000
Efficacy and Contractual Liability	£5,000,000
Products Efficacy including Wrongful Advice	£5,000,000
Financial Loss (tort only)	£500,000
Extensions	
Loss of Extinguishing Gas	£10,000

Subject to the Insurer's terms and conditions.

Signed on behalf of Insurers

J A West

Date: 25-Aug-2011