

# *Stanford Rivers PARISH COUNCIL*

## MINUTES

**Meeting:** ANNUAL PARISH COUNCIL **Date:** 9<sup>th</sup> May 2024

**Time:** 5.30pm

Toot Hill Village Hall, Toot Hill Road, Toot Hill, Essex

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### **PRESENT:**

**Councillors (5)** Cllr Glover (Chairman), Cllr Jackson, Cllr Hollington, Cllr Tallon, Cllr Adams

**Also in Attendance (1)** - Adriana Jones – Clerk

**Members of the Public (1)**

**Members of the Press (0)**

### **QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions.

#### **P14.1167 ELECTION OF CHAIRMAN**

Cllr Jackson **PROPOSED** Cllr Glover as Chairman, the proposal was **SECONDED** by Cllr Hollington. There being no other nominations, Cllr Glover was duly elected as Chairman of Stanford Rivers Parish Council for the current Municipal Year, following which the declaration of Acceptance of Office of Chairman of the Council was duly executed.

#### **P14.1168 ELECTION OF VICE CHAIRMAN**

Cllr Glover **PROPOSED** Cllr Jackson as Vice Chairman, the proposal was **SECONDED** by Cllr Tallon. There being no other nominations, Councillor Jackson was duly elected as Vice Chairman of Stanford Rivers Parish Council for the current Municipal Year.

#### **P14.1169 APOLOGIES FOR ABSENCE**

Apologies received from Cllr Saridja. Mrs Jackman had apologised for not being able to attend the meeting, and expressed her interest in wanting to be considered for co-option onto the Council. EFDC Cllr Amos had offered his apologies.

#### **P14.1170 OTHER ABSENCES**

None.

#### **P14.1171 DECLARATIONS OF INTEREST**

Cllr Tallon declared an interest in agenda item 12 (minute reference P14.1178) confirming he would not vote, but was happy to provide further information if so requested.

#### **P14.1172 ELECTIONS**

a) Councillors **NOTED** that the 2024 Parish Council elections were uncontested, with Councillors Glover, Jackson, Tallon, Hollington and Saridja all being elected unopposed. This left two vacancies. Councillors completed their declaration of acceptance of Office, and were asked to review their register of interests, and advise the Clerk of any changes. These interests could now be completed electronically. Councillors also completed their election expenses forms and returned these to the Clerk to submit to EFDC.

b) Councillors **NOTED** the outcome of the District and Police, Fire and Crime Commissioner election. For Theydon Bois with Passingford Ward, District Councillors elected were Cllr Clive Amos (LD) elected for four years, Cllr Tippy Cornish (LD), elected for three years, and Cllr Sue Jones (Con) elected for two years. The PFCC was Roger Hurst

#### **P14.1173 CO-OPTION OF COUNCILLORS**

John Adams had put himself forward for consideration for co-option. Councillors considered this matter, and Cllr Jackson **PROPOSED**, and Cllr Glover **SECONDED** that John Adam be co-opted onto the Parish Council. This was unanimously agreed. Cllr Adams signed his declaration of acceptance of office.

#### **P14.1174 MINUTES**

Councillors **APPROVED** the minutes of the Parish Council meeting held on 14<sup>th</sup> March 2024 as attached to the agenda.

# *Stanford Rivers PARISH COUNCIL*

## **P14.1175 MEMBERS REPORTS**

- Chairman's Report – The Chairman read out his full report for the 2023/2024 municipal year, full details of which would be recorded in the minutes of the Annual Parish Assembly.
- Vice Chairman's Report – No report
- District and County Councillor reports – No report
- Parish Councillor reports – Cllr Hollington advised that hard standing had been put down at the far end of the track which runs beside Green Lane, changing it almost to a road way, and asked the Clerk if she was aware of any work due to be completed along this track, perhaps Nickerlands. The Clerk advised she would check and come back to him.

Cllr Adams advised that he had seen some fires on the land at Stewarts Farm, and was concerned as to what activity was taking place there, especially as new gates had been erected. The Clerk advised that this Council has contacted enforcement about this in recent months who had in turn spoken to the owner about the fires, and EFDC was aware of the new gates and had no issue with them. It was agreed Councillors would keep an eye on this area.

Cllr Adams asked if there was any action regarding reinvigorating the verges along London Road. It was **AGREED** to place this on the next agenda for discussion, but the Clerk and Cllr Adams would have a meeting before then to discuss.

Cllr Adams advised he wanted to address this issue of getting a new village sign for Stanford Rivers. The Clerk advised there was one already placed on Jubilee Green, to which Cllr Adams stated this was dull and not evident. The Clerk advised she had looked into this before, and there was a reason the Council decided to make the sign quite dark and dull, however she couldn't recall what it was, but that she would find out. Cllr Adams requested this matter was placed on the next agenda for discussion, along with the possibility of getting a grant to purchase a new sign.

## **P14.1176 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT**

Members **RECEIVED** a verbal report from the Clerk as follows:

- The Clerk submitted a formal response to ECC regarding the Waste Plan consultation.
- Councillors noted that the outcome of any planning appeals were not directly reported to the Parish Council. It was agreed to ask the new District Councillors to take this matter up.
- Noted there was a cost to advertise in Ongar News, and the Clerk advised of the cost. It was agreed to place a 1/8 or 1/4 page advert in the next edition for the Toot Hill Village Hall.
- EALC AGM 26<sup>th</sup> September 2024
- Kings Portrait received – agreed Cllr Glover will erect in the hall.
- Compliment received regarding works to directional sign on Toot Hill Green – this was forwarded to EFDC. Agreed the Clerk to contact Mr Purkiss and thank him for such a great job.

## **P14.1177 NEIGHBOURHOOD WATCH**

Cllr Adams advised there was nothing specific to report for our Parish, however there was some crime in areas just outside the Parish. He advised that he continued to police the Facebook page to ensure personal adverts were not posted, and that it was used purely for the purposes of Neighbourhood watch. Cllr Jackson advised there had been two fly tips in the layby near Traceys farm, both of which had been reported.

## **P14.1178 FIRST AID COURSE**

At the March meeting it was agreed to look into the possibility of hosting a First Aid / Defibrillator training course for members of the community, funded by the Parish Council. The Clerk confirmed three quotes had been received. Councillors reviewed each quote, without being made aware of the company that had provided it. After full discussion, it was agreed that should a course be run it would be the Basic Life Saving and CPR (Defib) 3-4 hour training course at £37 per person, with a maximum of 12 learners.

Councillors discussed that the first course of action was to establish if there was any interest or appetite within the community to attend a course, and that an advert should be placed in News and Views. Cllr Adams suggested one person from the Woodman should be invited to attend. If there was none or limited interest, then the course would not be run.

## **P14.1179 WORKING GROUPS**

It was **AGREED** to set up the following working groups, each with their own terms of reference:

1. **Solar Panels at Village Hall Working Group – Cllr Glover and Cllr Jackson.**

Councillors were reminded this council has received £15,000 in grant funding, which must be spent by

# *Stanford Rivers PARISH COUNCIL*

2<sup>nd</sup> January 2025 for this project. In addition, £15,000 of earmarked reserves have been set aside. The rough estimate to place solar panels on the roof of the village hall was between £40-50K. The Clerk had submitted a National Lottery Funding request for £20k for the remaining funds.

## **2. CCTV at Village Hall – Cllr Glover, Cllr Tallon, and Cllr Saridja.**

Councillors were reminded it was agreed as part of this years budget to install CCTV at the village hall, however a spec was never fully agreed.

The Clerk will make arrangements for the meetings, which would be held via Zoom.

## **P14.1180 2023/2024 APPROVAL OF ACCOUNTS**

Councillors **APPROVED** the 2023/2024 accounts, as attached to the agenda. **PROPOSED** Cllr Glover, **SECONDED** Cllr Jackson. Agreed unanimously.

## **P14.1181 SHONKS MILL FLOOD STRAGE AREA**

On 9<sup>th</sup> April, Cllr Jackson and the Clerk attended an online meeting hosted by the EA to provide an update on the Shonks Mill Flood Storage Area (FSA). Initially the EA were also planning on attending the Annual Meeting of the Parish just after this meeting, however they advised that as the online meeting was well attended they felt that it would be more beneficial to schedule a separate face-to-face meeting at a later date involving both Parish Councils. They have advised that the meeting was recorded, a copy of which can be viewed at:

<https://events.teams.microsoft.com/event/b11e00ec-0269-4aa8-a184-f79126be4346@770a2450-0227-4c62-90c7-4e38537f1102/attendee/96a273f8-2067-4c16-a6e9-bedf18ed20b5>.

The Clerk advised that it was agreed at the meeting that the EA would provide regular updates on progress with the FSA, via a newsletter that the Parish Council will get a copy of. Cllr Jackson advised that we had also given them some information they were not aware of, including the Ride London event and the possible solar farm, as both could have implications in terms of traffic movements. He further stated that there would be two road closures of five days for Shonks Mill Road whilst specific work was completed, which would be somewhat inconvenient. It was made clear that the Parish Council and resident should be made aware of such closures with plenty of notice. Cllr Jackson advised that his main concern was the impact of the associated traffic from the development on local roads. Cllr Adams asked what the overall program of works was, and when it was expected to be completed. The Clerk advised that she believed it would be completed in 2026. The Clerk also stated there would be some local lighting for security reasons.

Cllr Jackson advised that his other concern which he had raised previously was the issue of increased cost of insurance for properties along the River Roding, where insurance companies may perceive they are at higher risk of flooding, however the Clerk had received an email from the EA stating this was not the case. He was aware of at least one resident whose house insurance had doubled, however it was not clear if this was related to the FSA. It was **AGREED** to place an article in News and Views making people aware of this situation, advising we had been assured by the EA that the works would not increase flood risk or insurance costs, and if people had any concerns they should contact the Parish Council.

## **P14.1182 OPEN SPACES AND GROUNDS MAINTENANCE**

### **a. Tree on Jubilee Green**

Councillors were reminded that the tree on Jubilee Green to all intents and purposes looks to have died, however there were still some green areas at the base of the Tree. Both Cllr Adams and Cllr Jackson had suggested it may just be worthwhile cutting back all the dead areas, to see if the green areas take root. The Clerk stated that she had received two quotes for this work, one being £40 and one being £60. Cllr Jackson stated that if the tree was cut back, it shouldn't be cut too low as it could still be used for lights at Christmas. The Grounds Maintenance contractor who was in the public gallery stated that if you cut the thick branches it will harm the tree, so only the smaller ones should be cut. It was **AGREED** the quote of £40 would be accepted, the tree should be cut back, and that the Parish Council should purchase new Christmas lights as last years lights did not work properly.

### **b. Damage to grounds maintenance lawnmower**

On 4<sup>th</sup> April, the Parish Councils grounds maintenance contractor contacted the Clerk to advise that his mower had been damaged by a long piece of wood into which nails had been placed. The cost to repair the damage was £240. The Clerk advised there were two issues to consider:

1. Does the Council wish to refund the cost of damage to the mower (copy invoice has been requested)
2. Why was there a long piece of wood with nails in it on the green in the first place, and the risk this causes to local residents who may use the green, including dog walkers, and what action the Parish Council should take.

# Stanford Rivers PARISH COUNCIL

Cllr Tallon stated that at the time of being advised of this, he was extremely angry, stating that the potential damage this could have caused to either an individual, child or a dog would have been horrendous. The wood has screws in it, and in his opinion the severity of the matter should have meant this was dealt with as a police issue. The Clerk explained that there was no evidence on which the police could go, and reporting it would have an effect been a waste of time. Cllr Tallon stated that regardless of this he felt it should have been reported to the police. It was thought that potentially what had happened was a local resident had become frustrated with joy riders driving their cars recklessly on the green, that they may have placed this piece of wood there deliberately to damage any vehicle that drove on the green. The question was raised as to the last time there was evidence of vehicles driving on the green, and the Clerk advised she had seen some marks a few months ago. The Grounds Maintenance contractor advised that it was impossible to see the piece of wood as it was the first cut of the season and the grass was very long. He also stated that this was not the first time it had happened. It was noted that the Lambourne Scouts regularly use this green.

Cllr Hollington advised that it was his understanding that if you have private land and it is not fenced off for at least one day per year, then people can drive across it. It was suggested that perhaps a Bylaw should be introduced, however the Clerk asked how this would be enforced. Cllr Jackson stated there was no need for a bylaw as it was criminal damage so already covered by law. There was also a suggestion that covert cameras should be located on the green, perhaps in bat boxes. Cllr Jackson advised that if it was indeed a case of residents taking matters into their own hands, whilst their frustrations were understandable, this was extreme and dangerous action, and they should instead be encouraged to report suspicious behaviour. The Clerk advised that some years ago the Council had considered putting some type of fencing or barrier around the perimeter of the green to stop such joy riders.

It was **AGREED** to:

- Place a carefully worded article in the next News and Views (this article should be sent to Councillors first for approval).
- The Clerk would look into the relevant legislation
- To place the possibility of barriers on a future agenda item.
- Refund the cost of £240 to the Grounds Maintenance contractor for damage to his vehicle (once copy of receipt received)

## c. Areas to be cut

To consider specific areas to be cut, including Barnmead and the corner of the green as you enter Toot Hill Road. It was **AGREED** to cut Barnmead as one of the agreed cuts for this year, as budgeted for. The Clerk explained that there were two cars regularly parked on the green verge on the left as you enter Toot Hill Road, which was causing issues in terms of cutting the grass. It was **AGREED** the Clerk would create some laminated notices, and pass these to Cllr Tallon to be erected on the cars. Also **AGREED** to place a notice on a post and place it on the grass.

## P14.1183 VEHICULAR SPEEDING AND SAFETY MATTERS IN THE PARISH

### a) Community Speedwatch

Cllr Jackson reported on this matter earlier in the meeting.

### b) Speederbot

No update.

## P14.1184 PLANNING APPLICATIONS

1. To <b>CONSIDER</b> any planning applications submitted to the Parish Council for comment as detailed below		
EPF/0523/24	6 Lilac House, London Road, Stanford Rivers	New Dwelling within residential curtilage of Lilac House and associated car parking
<b><i>The Parish Council OBJECTS to this application. The plans as submitted do not show sufficient turning space for the vehicles of either the donor property or the newly proposed property, and the Parish Council has concerns as to how these vehicles would safely exit the properties and access the extremely busy A113. The current plans suggest they would need to reverse out onto this road. Whilst the A113 is a 30MPH, in reality vehicles travel much faster than this, and to reverse out would be extremely dangerous. This would particularly be the case if there were visitors to the site, who would have no option but to reverse out. The Parish Council understands that the size of the building in this application is no greater than what has been permitted under the PD rights for an outbuilding, however a separate dwelling will attract additional vehicles, especially given this is a</i></b>		

## *Stanford Rivers PARISH COUNCIL*

<b>highly unsustainable location with no public transport provision. The Parish Council objects for reasons of insufficient space for parking and turning, impact on traffic safety due to need to reverse out onto main road, and additional traffic. In addition, the Parish Council has concerns that to approve this application would set a precedent of infilling all gaps in the village, thus destroying its look and feel and squeezing in too many residential properties.</b>		
EPF/0814/24	Millside, Toot Hill Road, Ongar, CM5 9LJ	Single storey side/rear extension. Extension of roof space into new extension with new front, side and rear dormers. Renewal of previous approval EPF/0862/21 <b>NO OBJECTION</b>
EPF/0815/24	Oak Lodge Stud, Mill Lane, Stanford Rivers, Ongar, CM5 9SF	Application for variation of condition 2 'Plan no's' on planning permission EPF/1434/23 (Demolition of existing stables, menage, round pen and field shelters and consolidation of surrounding areas to create one new residential dwelling with prescribed domestic curtilage) <b>NO OBJECTION</b>
EPF/0761/24	Grove Cottage, 22 Epping Road, Stanford Rivers, Ongar, CM5 9SQ	Single storey extension to rear and side <b>NO OBJECTION Subject to no material or detrimental effect on the neighbouring property.</b>
<b>2. To NOTE any planning applications that have been responded to via the Clerks delegated powers</b>		
EPF/0486/24	Land adjacent to Willows End, Cumley Road, Toot Hill	Construction of new dwelling
<b>The Parish Council OBJECTS to this application for the following reasons:</b>		
<ol style="list-style-type: none"> <li>1. Part of the justification for the previous applications which involved the demolition and rebuilding of the current property on Willows End was to locate it <b>'more centrally on the plot'</b>, specifically EPF/0941/21 which states that the proposals would 'allow for more separation between the neighbouring dwelling, without a 4m addition close to the neighbour's boundary'. The Parish Council was happy with this extra degree of separation. However seemingly the previous approved applications have been deliberately designed to create what is in effect an infill plot, so the desire to create a dwelling more centrally located on the plot was a ruse. The Parish Council had concerns about this at the time of the previous application, however this is not a valid objection so did not mention it. The amenity of the neighbouring properties, and the impact on green belt, have been at the forefront of the Parish Council thoughts for this site. This application is now reverting to the previous position, however making it worse in that the newly proposed building would be higher than the previous building which was located so close to Elm Cottage.</li> <li>2. The Parish Council has concerns about the creation of a basement structure so close to the foundations and boundary of the neighbouring properties, and has concerns regarding compromising the structural stability of adjoining properties.</li> <li>3. The Parish Council has concerns regarding the loss of amenity for the neighbouring property, Elm Cottage. The newly proposed property is higher than the previous property located here, and there is the potential for overlooking into Elm Cottage. The height of the property also seems dominant when viewed alongside Elm Cottage.</li> </ol>		
EPF/0513/25 & EPF/0542/24	The Calf Shed, Colemans Farm, Colemans Lane, Ongar	Conversion of former agricultural building into a holiday let by upgrading thermal performance and adding a mezzanine level sleeping platform. The replacement of existing windows and door with white painted timber joinery to match existing, and listed building application for the same
<b>The Parish Council has NO OBJECTION to these applications, subject to:</b>		
<ul style="list-style-type: none"> <li>• <b>Listed Building Officer Consent</b></li> <li>• <b>The roof height as a result of the proposed mezzanine providing sufficient and safe headroom</b></li> <li>• <b>The property remaining a holiday let, and not used as a residential dwelling.</b></li> </ul>		
EPF/2129/20PN & EPF/2158/20PN	Willows End Cumley Road Stanford Rivers Ongar CM5 9SJ	Prior approval for the addition of one storey to the existing bungalow. & Prior approval for the addition of one storey to the right hand side of the existing bungalow.
<b>EPF/2129/20 – After having reviewed the requirements of this permitted development right, the Parish Council has some concern that a second storey running the full length of the property could possibly cause an issue of overlooking and loss of amenity to the neighbouring property, Elm</b>		

## *Stanford Rivers PARISH COUNCIL*

<b>Cottage.</b> <b>EPF/2158/20 – The Parish Council raises no concerns regarding this application.</b>		
EPF/0522/24	Murrells Farm, London Road, Stanford Rivers, Ongar, CM5 9QE	Prior approval for change of use from agricultural building to dwelling. <b>After reviewing the impact of the proposals under permitted development, the Parish Council would have NO OBJECTION to this application.</b>
EPF/0581/24 & EPF/0582/24LB	40, Berwick Lane, Stanford Rivers, Ongar, CM5 9PY	First floor extension to extend the existing flat roofed dormer to provide a first floor bathroom and ground floor alteration internal alterations and extension to existing outbuilding to create kitchen / living space with glazed roofed link to the house, and Grade II listed building application for the same <b>NO OBJECTION</b>
EPF/0326/24	Land at Mill Lane, Toot Hill, CM5 9SF	Removal of existing stables, barn and menage and construction of a single dwelling.
<p><b>Whilst the Parish Council has NO OBJECTION to this application, it would like for it to be noted that as a general principle it does not support the loss of stables in the Parish. Stabling and horses are a familiar feature of rural life which helps give the rural area its character. However, the Parish Council looks at each case on its own merits, and in this particular instance, after taking into account the history of the site, the calculations in terms of volume, along with the proposal of a single storey building, the Parish Council does not object to the proposals. However, it asks that if the Local Planning Authority are minded to grant permission, the following are attached as conditions to the permission:</b></p> <ul style="list-style-type: none"> <li>• <b>That all permitted development rights are removed to ensure the future protection of green belt</b></li> <li>• <b>That all buildings identified as being removed to facilitate the volume change are demolished prior to occupation of the new dwelling, and the area turned to grass with the hardstanding removed.</b></li> </ul>		
EPF/0443/24	The Stables, Murrells Farm, Stanford Rivers, Ongar, CM5 9QE	Erection of Garden Building
<p><b>The Parish Council OBJECTS to this application on the basis of overdevelopment in the green belt. The height of the proposed garden building, at 5.3m, is considerably higher than the previously approved garden building, thus having a much greater impact on the Green Belt. In conjunction with the window in the roof line which seems to serve no functional purpose, the extra height is superfluous for a Garden Building, especially given there are no proposals for a first floor. One can only assume that the height is proposed to potentially convert the garden building to some form of dwelling or annexe in the future.</b></p> <p><u>Informative</u> The Parish Council feels the more traditional design (in terms of materials, etc) of the proposed garden building would be more suited to the rural area than the previously approved design, however the building as currently presented is too high. Should the Local Planning Authority be minded to approve this application, there should be condition included that the garden building must be ancillary to the main dwelling known as The Stables.</p>		
<b>3. To NOTE any planning applications upon which EFDC do not accept comments</b>		
EPF/0654/24	Shonks Mill Road, Stanford Rivers, Ongar	Application for approval of details reserved by condition 11 'Hard and Soft Landscaping' on planning permission EPF/2702/22 (A Hybrid planning application. Full planning application for a Flood Storage Area upstream of the M25 on land to the north of Shonks Mill Bridge, Shonks Mill Road, near Stapleford Tawney, Essex. It will provide protection for flood events up to the 1 in 200 year occurrence for properties downstream of the FSA, predominantly in the London Borough of Redbridge. Outline application for 2 replacement dwellings that need to be built to replace 2 that will be lost as part of the FSA)
EPF/0728/24	Clements Farm, Toot Hill Road, Ongar, CM5 9LL	Certificate of existing lawful use for the continued use of the outbuilding as ancillary living accommodation.
<b>4. To NOTE any other planning matters</b>		

# Stanford Rivers PARISH COUNCIL

1. Appeal – 3312757 - EPF/1036/22 - Donkey Hoppit, Toot Hill Road, Ongar, CM5 9QN - Conversion of an existing stable into a one bedroomed dwelling - Appeal against refused. Decision: Appeal allowed 15<sup>th</sup> November 2023 – Permission Granted. The Parish Council objected to this application.
2. Enforcement – White Bear Mews – A response has been received following alterations to the build of the new property at White Bear Mews against planning permission – response is ‘*There is no condition which requires the bin store to be retained and the mezzanine floor does not need pp. PD rights have been removed for A, AA, B, D and E, but these do not relate to the works that have taken place. There has been no other alteration to the building. There is no breach of planning control and I have closed the case.*’

## 5. To **NOTE** the following planning decision by EFDC

EPF/0286/24	Hilltop Farm, Toot Hill Road, Ongar, CM5 9LJ	Application for approval of details reserved by condition 3 'Hard and Soft Landscaping' on planning permission EPF/0107/22 (Construction of outdoor, open air swimming pool within garden boundaries)	Approved 4/3 PC unable to comment as DRC
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### P14.1185 TOOT HILL SHOW

This years Toot Hill Show will take place on Saturday 3<sup>rd</sup> August. Councillors agreed to participate again this year, the approach being to promote community speedwatch.

### P14.1186 HIGHWAYS AND FOOTPATHS

- a) **LEPP202047** – A113 London Road, Stapleford Tawney, request for traffic calming measures and signage JW Epping Lane / A113, at Validation Stage. No update.
- b) **Water along A113 to Bridge Farm** – As agreed at the March meeting the Clerk contacted EFDCs Drainage Engineer regarding the water that collates at Bridge Farm, advising that this Council felt a clear out of the drainage in the area was needed. The Engineer responded confirming that both he and ECC were aware of the issue, and that whilst a date for works had not yet been agreed, he would chase this up. Cllr Adams also provided pictures of the offending drain where it seems the blockage starts, and this was the same drain which had been patched up for the Ride London event. The Clerk had checked ECC website, and there were numerous reports of this issue. The Clerk will check for any updates on a regular basis. It is understood that the source is water off a field on Bridge Road because of blocked drain. It was agreed the Clerk should report this to the Ride London organisers Cllr Jackson also advised there was a dangerous broken drain outside the tyre garage, and that he would send the Clerk a picture so she could report it.
- c) **Fly Tipping**  
As reported earlier, two instances of fly tipping have been reported in the layby near Traceys Farm, which included a dumped sofa, mattress and fridge freezer.

### P14.1187 LIGHTING OF THE BEACON D-DAY

At the March meeting, Councillors suggested that the Beacon on Toot Hill Green should be lit on 6<sup>th</sup> June in the evening to commemorate the 80<sup>th</sup> Anniversary of D-Day. It was not agreed to be a wide scale public event, but more of a symbolic gesture. The Clerk explained a member of the Council would need to be present to ensure the safety of the beacon, and Cllr Jackson confirmed he would be able to attend at 9.15pm and stay for the required 45 minutes. The Councils grounds maintenance contractor also confirmed he would be able to fill the beacon with wood, light it, and have the water bowser present to put it out.

### P14.1188 RESPONSES TO BUS QUESTION IN N&V AND ONGAR NEWS

Councillors recalled a question was placed in both N&V and Ongar News to ask people who would use an extended bus service between Ongar and Romford to contact the Parish Council. This was to support any lobbying the Parish Council was able to do to extend the service. Councillors noted the Clerk received 21 responses – 5 as a result of the N&V Article, 14 from the Ongar News article, and 2 unknown, all in support of extending the 375 bus service. The Clerk explained that a number of the responses suggested there had previously been a route from Ongar to Romford. Cllr Jackson suggested that perhaps an option would be to extend the 375 service once in the morning and once in the evening and that this may be a more financially

# Stanford Rivers PARISH COUNCIL

viable option. It was **AGREED** that the Clerk would try and establish what the old route was, who ran it, why it stopped, and also liaise with Ongar Town Council to advise them of this interest and ensure they are kept involved in the process and establish their thoughts.

## P14.1189 TOOT HILL VILLAGE HALL

- a) Solar Panels for Roof – Dealt with under separate agenda item.
- b) Oven Rubber Lining – Cllr Tallon confirmed the oven lining had now been replaced.
- c) Lights in hall – Cllr Tallon advised that he tried unsuccessfully to remove the light covers or source the originals which were in fact very flimsy. It was agreed to purchase two uplighters similar to those in the hall already, and look at the bulbs for those that are not working. It was also noted that there were two fluorescent bulbs out also, and the clerk would contact the hall cleaner to see if he knew where any were.
- d) Electricity Supply Hall – The Clerk advised she had been liaising with Utility Aid who are working in partnership with the National Association of Local Councils to obtain best value quotes for electricity supply. The current contract ends on 1<sup>st</sup> June 2024. Copies of the quotes received were tabled for Councillors information. After discussion, it was **AGREED** to go with a 24 month contract with EDF Energy.
- e) CCTV – Dealt with under separate agenda item
- f) Legionella – The annual Legionella Test has been completed, and a certificate placed in the notice board at the hall.

## P14.1190 NEWS AND VIEWS

To be issued prior to Toot Hill Village show. A mini edition to be emailed out before D-Day event on 6<sup>th</sup> June, and dropped through letter boxes in the vicinity of Toot Hill Village Green.

## P14.1191 FINANCIAL REPORTS

The following payments were **AGREED**.

Reference	To	For	Amount
BACS	Adriana Jones	Clerks Salary Apr & May 2024	<b>£1,109.46</b>
BACS	HMRC	PAYE Apr & May 2024	<b>£277.20</b>
BACS	David Wickham	Clean Toot Hill VH March and April and Phone box tidy	<b>£196.59</b> (£5.43 VAT)
BACS	Calor	Standing Charge, plus refill Tank 17/4/24	<b>£772.31</b> (£36.78 VAT)
BACS	J. Pavitt	THVH Partial Deposit Refund Hire in December	<b>£100.00</b>
BACS	Microsoft (Reimb A Jones)	Office 365 Annual Subscription	<b>£59.99</b> (£10.00 VAT)
BACS	SK Automotive	Grass Cut Parish Areas April 2024	<b>£504.00</b> (£84.00 VAT)
BACS	Eon Next	Electricity Supply March Toot Hill Village Hall	<b>£61.75</b> (£2.94 VAT)
BACS	EALC	Annual Affiliation Fee	<b>£264.44</b>
BACS	Zurich Insurance	Annual Insurance 24/25	<b>£885.92</b>
BACS	North Weald Bassett Parish Council	Printing N&V	<b>£100.00</b>
BACS	Viking Direct	Stationery	<b>£44.39</b> (£7.40 VAT)
BACS	RCCE	Annual Subscription	<b>£59.70</b> (£9.95 VAT)
BACS	John Adams	Speederbot Subs – 7 months	<b>£58.03</b> (£0 VAT)

### Bank Balances as at 30<sup>th</sup> April 2024

Unity Current Account 4775	£ 4,334.16
Unity Deposit Account 4788	£ 88,553.18



# ***Stanford Rivers PARISH COUNCIL***

**INCOME:**       £ 130.00 – Essex Silk Painters Hire Feb & Mar – Chq #053  
                  £ 49.50 – Victoria Cycling Club hire 25/2 – BACS 4/3  
                  £ 48.40 – HC Ladies Group hire Feb & Mar – Chq #054  
                  £ 60.00 – History Group hire Feb & Mar – Chq #054  
                  £ 52.00 – Pilates Hire March – BACS 19/3  
                  £ 52.00 – Includingsport Ltd – Hire 3/3 – BACS 25/3  
                  £ 250.00 – EALC Ride London Grant – BACS 25/3  
                  £ 85.80 – Silk Club Hire 16/3 – BACS 3/4  
                  £ 32.00 – Forest Radio hire 28/4 – BACS 25/4  
                  £22,345.00 – EFDC Precept 24/25

## **P14.1192 DATES OF NEXT MEETINGS/EVENTS**

Councillors **NOTED** the date of the next meeting:

- Extraordinary Meeting – 18 June 6pm.
- 11<sup>th</sup> July
- 12<sup>th</sup> September

## **P14.1193 ITEMS FOR NEXT MEETING**

The following matters have been rolled forward to the next meetings:

- Review of Policies and Procedures – July meeting.
- Internal Audit
- AGAR (External Audit)
- Grounds maintenance contract – July Meeting.

Signed ..... Date .....