



Theydon Bois Parish Council

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

Clerk to the Council & RFO: Mrs Gloria Mussenden

Minutes of the Meeting of the Parish Council held at The Village Hall at 8pm on Thursday 31st January 2013

Councillors Present: Councillors Philip (Chair), Gooch, Howard, Jones, Purkiss, Vincent, Wood and Young

Apologies: Councillors Hammond, Hannibal and McDonald

Officer Present: Gloria Mussenden (Parish Clerk/RFO)

128. Apologies for Absence

Councillors Hammond, Hannibal and McDonald

129. To discuss and approve the Minutes of the Parish Council Meeting held on 29th November 2012

The amended draft Minutes of the meeting held on 29th November 2012 were approved and signed by the Chairman on behalf of the Committee.

To discuss and approve the Minutes of the Parish Council Meeting held on 20th December 2012

Item 124 – Planning Committee: This should have read: *The applicants' Agents have offered £43,000, but based on the fact that the Pub was a community asset, this figure is too low and an acceptable minimum would be £50,000.*

The amendment was made and the draft Minutes of the meeting held on 20th December 2012 were approved and signed by the Chairman on behalf of the Committee.

130. Disclosure of Interests

(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

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

Roy Newland, Bob Penman and Roland Frankel in attendance to discuss the Scout Lease and the Youth Community Centre under Item 14 on the Agenda.

132. Correspondence – Clerk’s Report

Letter from Diane Meteyard, Churchwarden, St. Mary’s Church thanking the Parish Council for the cheque for £750.00 towards the upkeep of the churchyard.

Letter of thanks from Trevor Roberts in respect of the footpath re-surfacing in Orchard Drive, with particular thanks to Councillor Purkiss for his efforts in this regard.

The Essex Life Community Magazine Awards 2012 took place on 23rd January, attended by Tony Ames, Jim Watts and Gloria Mussenden. Theydon Bois Village News won joint 3rd prize and were presented with a certificate and cheque for £40.00.

Edible Essex (managed by the RCCE) is offering support for new and existing allotments by way of equipment, fencing etc.

Opt-out form for Electors who do not want their names and addresses included in the edited register which is available for sale. To be put on the noticeboard and website

Connect Plus have hand-delivered letters to Theydon residents informing them that the piling work on the M11 will now continue until 12th February 2013 due to the bad weather.

The newly appointed Police & Crime Commissioner, Nick Alston, will be attending the Safer Greener Scrutiny Meeting (to consider the work of Epping Forest Community Safer Partnership) on the 12th February 2012 at 7.30 pm. All welcome.

Review of Council’s Housing Allocations Scheme and the Council’s New Tenancy Policy. Draft copies received, together with letter setting out main issues, comments sheet and pre-paid envelope. Comments are invited and to be received no later than 14th March 2013.

A new colour laserjet printer and scanner have been purchased for the Parish Office. Both items totalled £299.49 (ex.VAT) which is within the budget for these items. A full set of toner cartridges have also been purchased in the sum of £129.88.

Deadline for the March edition of Village News is 16th February 2013.

Councillor Philip on behalf of the Parish Council: To record our thanks to Tony Ames and Jim Watts for their creditable efforts in producing the Village News magazine every quarter year.

133. Finance and General Purposes Committee/Community Liaison Committee

At the last Finance and General Purposes committee meeting it was reported that the Unity Trust Bank account was now open and letters have been prepared to close the Santander Current and Deposit accounts. Funds from Santander, when received, will be paid into the Unity Trust Bank.

The list of payments made since the last meeting had been circulated prior to the meeting and it was reported that a cheque in the sum of £790.00 payable to Fitzpatrick Services in September 2012 had been returned by Nick Greimer, requesting that a new cheque is issued in the name of J & C Fryatt. After consultation with Councillor Purkiss, it was agreed that a new cheque can be issued.

Agreed: to approve the payments since the last meeting as previously circulated.

134. Budget 2013 – 2014

The third draft budget had been previously circulated to all councillors, with the following given mention:

- An extra £2000.00 for project-related expenditure for Highways. (Now £7000.00).
- A reserve of £800.00 for election expenses for each non-election year to build up a reserve towards the cost of an election.
- An additional £500.00 for Christmas Events for new equipment that may be required for the Christmas Market.

Over the last three years the Precept has remained the same at £103,280.00. It has been confirmed by EFDC that the Council Tax base figure for 2013/14 will be lower than that of 2012/13. In recognition of the lost income councils will be given a grant from Central Government and an element of this will be passed on to parish councils (Parish Support Grant). We will receive £4715.11 in addition to the Precept we need to levy. To keep the Precept the same at £103,280.00, Council Tax would rise by approximately .5%, which equates to 41p. per household, (£782.00 in total). It was agreed at the Finance and General Purposes meeting to reduce the Precept by £782.00 which should then keep the Council Tax the same as last year.

Councillor Philip proposed to adopt the budget for 2013/14 and this was seconded by Councillor Gooch and unanimously accepted by all councillors present

135. Precept 2013 – 2014

The Precept to be requested will be **£97,783.00**. The Parish Support Grant of **£4715.11** will be in addition. Total: **£102,498.11**. (£782.00 less than last year).

Councillor Philip proposed to adopt the Precept for 2013/14 of £97,783.00 and this was seconded by Councillor Gooch and unanimously accepted by all councillors present.

136. To adopt the draft Grievance Procedure Policy

It was unanimously agreed to adopt the draft Grievance Policy, which will now be dated 31st January 2013.

137. Council Meeting dates 2013

The dates had been previously circulated and there being no further changes these will be posted on the website and noticeboards.

Committee chairs were reminded that if they need to cancel a meeting to give as much notice as possible to all concerned.

138. Planning Committee

At last night's meeting of the District Development Control Committee planning permission was refused for the Eco House on Coppice Farm with a 9/3 vote against. As Chair of the Planning Committee. Councillor Gooch recorded his thanks to councillors Philip and Jones who spoke most eloquently against this proposed development.

The first of three workshops was held at Waltham Abbey Town Hall on Saturday 26th January to provide feedback from the Consultation exercise to narrow the options for the next stage of the Local Plan. This was attended by Councillor Gooch (representing the Parish Council) and Councillor Philip (representing the District Council). 85% of people who completed the questionnaire were in favour of building away from the Central Line as this was considered to be already at capacity. During the afternoon attendees met in groups of eight. In Councillor Gooch's group no-one wanted houses to be built in Theydon Bois as it was immediately recognised that developments needed to be infrastructure led – trains to link. Suggested sites were: the derelict glasshouses at Nazeing, North Weald Airfield and Ongar, who would welcome development in the hope that they would get their Secondary School back. The next meeting will be on Saturday 9th February 2013.

The Planning Committee have raised no objection to the change of use at 19b Forest Drive from a retail outlet to a restaurant. There has been an undertaking by the owner that it would be a high quality sit-down Italian Restaurant. Final decision rests with EFDC.

Highways and Environment Committee

Councillor Purkiss acknowledged Mr. Roberts' letter of thanks.

139.

There have been redundancies from Highways, including two employees with intimate knowledge of our Village. They provided a useful link when negotiating to get work done in Theydon and we will miss their help in this regard.

The bad weather has caused previously filled potholes to come out, but these areas should have been and still need to be, completely re-surfaced. This poses the question 'what is Essex doing wrong?' and councillor Purkiss will raise this at the next Highways meeting.

Boundary trees: The Tree Surgeons have not been prosecuted, despite the fact that they did not have authority to close the road, which in itself is an offence.

CCTV: The Scout Hall and Cricket Club are planned.

Cemetery Committee

140.

Councillor Purkiss reported that we were close to acquiring the land, but that the Land Registry would not accept the size of the map. A new map has been issued and completion should take place next week. The Cemetery Committee Meeting will not now take place on the 7th February, but will be re-scheduled immediately after completion.

Asbestos has been dumped at the cemetery and this needs to be addressed.

Youth Community Centre

141. Councillor Gooch reported that it had been previously decided a 25 year Lease would be granted to the Scouts with the freehold going over to the Trust upon expiry of the Lease and that the issue now is whether this should be reconsidered. It was resolved to set up a separate meeting between all councillors, the Trust and the Scouts with a recommendation to be brought back to the next Full Council Meeting on 28th February. Mr. Newland and Mr. Penman agreed to provide the Parish Office with dates of their availability so that this meeting could happen.

Reports from Representatives

142. Health Matters: A reply to councillor Howard's second letter has been received and was emailed to all councillors prior to this meeting. The response from The Limes has not been very helpful.

Councillor Gooch said that Theydon Surgery was not fit for purpose; it had been down-graded, the implication being that there is an alternative at The Limes. They have changed their website, previously stating that Theydon would be open 5 days a week but now 'best efforts to open 5 days a week'. It was suggested that a residents' survey should be taken and the findings then presented to The Limes. A centre page to be inserted into The Village News (in a different colour) for residents to complete and return either to the Pharmacy or the Parish Office. Councillor Howard will write the survey, Councillor Gooch will speak to the Pharmacy and Councillor Philip will speak to the Editor of the Village News about feasibility and costs. **Unanimously agreed.**

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.

143. None

Public Participation session – Open forum for members of the public to voice their views or make suggestions on any other Council Business or matters of local importance

144. Mr. Newland agreed that Theydon Surgery was badly served. He questioned whether it was owned by Robert Daniels and rented from them and if so, whether it could be purchased.

Mr. Newland was concerned about the business remaining a sit-down restaurant if or when there was a change of ownership at 19b Forest Drive and made reference to separate sub-classes that denote a sit-down restaurant from a take-away and he felt that it should remain a sit-down restaurant irrespective of who owns it. Councillors Philip and Jones re-assured Mr. Newland that this application may well be discussed at District Council when this matter will be fully addressed.

Mr. Frankel confirmed that the Health Care Centre in Loughton was no better and that Primary Healthcare generally was not good.

Mr. Frankel suggested that the Scouts might take on the clearing of the path at the back of the Green between the postbox and where the public toilets used to be, by way of a Conservation Project, but upon initial investigation found the tarmac to be in poor condition and hazardous if cleared. Councillors thought the upkeep of the path was the

responsibility of the Corporation of London. Councillor Purkiss is due to meet the verderer concerning other problems in the Village where Highways v. Corporation of London and will discuss this matter too.

Mr. Argent raised the question of the election of verderers of Epping Forest as the Council owns allotments.

Bob Penman asked about the proposed Avenue Road enhancement and who was responsible for the unadopted road. Councillor Gooch invited Mr. Penman to come along to the Planning Meeting on 7th February as this matter is on the Agenda.

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:

Staff Matters:

145. There was one application for the post of Assistant Parish Clerk/Minute Secretary. Mrs. Sarah Barnes was interviewed by Councillor Philip and the Parish Clerk and invited to take 'mirror minutes' of this evening's meeting prior to any decision being made.

At the last meeting of the Finance & General Purposes Committee it was agreed to confirm Sally Crone's post as Planning Clerk for a further year.

At that same meeting it was agreed to offer Gloria Mussenden the post of Parish Clerk on a permanent basis.

Gloria Mussenden
Clerk to the Parish Council

Cllr John Philip
Chairman