



Theydon Bois Parish Council

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

Clerk to the Council: Mrs Gloria Mussenden
Minutes Secretary & Assistant to the Clerk: Mrs Sarah Barnes

Minutes of the Parish Council held at The Village Hall at 8.00pm on
Thursday 25th July 2013

Councillors Present: Cllrs Philip, Gooch, Vincent, Hannibal, Wood, Young, Hammond, Purkiss and McDonald

Apologies: Cllrs Howard and Jones

Officers Present: Gloria Mussenden (Parish Clerk and RFO)
Sarah Barnes (Assistant to Parish Clerk & Minutes Secretary)

32. Apologies for Absence

Councillors Howard and Jones

33. To discuss and approve the Minutes of the Parish Council meeting held on 27th June 2013.

The draft minutes were approved and signed by the Chairman on behalf of the Committee.

34. Declarations of Interest (existence and nature) with regard to items on the agenda. Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007 (SI.2007/1159)(The Revised Code)

None

35. Public Participation Session with regard to items on the Agenda.

Councillor Shreeve from Lambourne/Abridge wanted to speak with regards to item 11.3 on the agenda, the 541 bus service. She advised that Abridge surgery was going to write a letter of complaint and elderly patients struggling to get to Princess Alexander Hospital would have to take three buses resulting in a journey time of approximately 2 hours.

36. Correspondence – Clerks Report

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 residents who may be interested. The Clerk drew particular attention to the following:

- A letter had been received from EALC (Essex Association of Local Councils) congratulating Theydon Bois on achieving Runner-Up in the Class 2 of the Best Kept Village 2013.
- Attention was brought to a new venture called 'Epping Forest ReUse' who will recycle your unwanted furniture and white goods by giving them a new home instead of throwing them away. The project opened in May running in partnership with Lighthouse Furniture Project (a registered charity).
- An email had been received from Tony Ellis, the Crime Prevention Officer for Brentwood and Epping Forest Police District to remind residents of the increased opportunities for burglars during the hot and sunny weather.
- A request from John Eaton, on behalf of St. Mary's Church, to pay for all (or part of) the strimming works in the Churchyard which was carried out by EFDC. The invoice totals £95 (ex. VAT). We do contribute an annual amount of £750 towards the upkeep of the Churchyard but the Church has already spent £1200 this year and is looking to the Council for extra funding.
Councillor Philip proposed paying £95
Seconded by Councillor Gooch
Carried Unanimously
- A request from the Chair of the Neighbourhood Watch Steering Group (Mick Sheen) for a suggested contribution of £150 towards expenses as they are completely voluntary funded.
Councillor Philip proposed paying £150
Seconded by Councillor Vincent
Carried Unanimously
- The deadline for the next issue of Village News is 20th August 2013.

37. Finance and General Purposes Committee/Community Liaison Committee

- 37.1 Payments made since last meeting were approved.
- 37.2 A report on the Committee Meeting held on the 3rd July was received and the following points made. It was agreed that VAT should be reclaimed. The Internal Auditors report was reviewed and the office tower and cemetery clerk's laptop would be reviewed.
- 37.3 The Internal Audit report for the year 2012/13 had been received and had been reviewed at the last F&GP committee.
- 37.4 All committees had been asked to review their risk assessments by the end of the calendar year.

37.5 The Financial Standing Orders were adopted at the F&GP meeting held on 3rd July 2013. Other points made were as follows;

- We are looking to move back to RBS software
- Rates of interest on the current account are to be investigated
- Reserves are being used to help keep the precept low
- Assets are to be reviewed in January

38. Planning Committee

Councillor Gooch commented on the following:

38.1 There has been an application for a large slurry pit and housing for extra cattle at Great Gregories Farm. Some residents are concerned about the smell and the Planning Committee has objected to the application.

Complaints have been made about the scaffolding on a bungalow in Orchard Drive.

The expansion of Mossford Nursery Campsite is being looked at by the enforcement officer.

The new Italian restaurant on Forest Drive has built an area for outside seating without a planning application, apparently an application is due shortly.

39. Highways and Environment Committee

39.1 Councillor Purkiss reported that he thought the Village Hall hedge should be trimmed regularly (perhaps twice a year) to keep it looking tidy. This would be discussed at the next Highways and Environment Committee meeting. Councillor Gooch commented on a request from St Mary's to have the hedge trimmed before the Flower Festival and agreed with Cllr Purkiss that it should be a routine process.

**Cllr Philip proposed suspending normal procedures and to get the hedge cut now and the Highways and Environment Committee to organise a regular standing order.
Unanimously Agreed – Councillor Purkiss to organise.**

40. Cemetery Committee

40.1 Councillor Hammond is waiting for quotes for extending the road into the new cemetery. Chris Neilan has been instructed to put weed killer around the base of the hedges to promote growth.

41. Youth Community Centre

- 41.1 Councillor Philip advised that our Solicitor was still in talks with the Chairman of the Trust and thought that progress was being made. Councillor Hammond explained that the Trust has to meet to discuss the meetings had with the solicitor, so this takes some time.

42. Reports from Representatives

- 42.1 Councillor Wood confirmed that Theydon Bois had been awarded Runner Up in our category for Best Kept Village. Cllr McDonald expressed his thanks to Cllr Howard, on behalf of the Committee, for all his hard work.
- 42.2 The Parish Clerk read out a report on behalf of Councillor Howard regarding an update on the Surgery Questionnaires. There have been upwards of over 200 replies received and 'making appointments' was one of the top concerns by residents, followed by intermittent closures of Theydon's surgery and continuity of care i.e seeing same doctor/doctor of choice. Cllr Howard said that the results needed to be analysed thoroughly and consider how the results will be shared.

Dr Ashford chaired a meeting held on 18th July 2013, three other GP's and a number of Limes staff were also in attendance. Councillors Jones, Wood, Hammond and Howard represented the Parish Council.

- 42.3 Councillor Wood advised that the 541 bus is being operated by Galleon, a different contractor from the beginning of September 2013. The new contractor is not going to be continuing the service on from St Margaret's Hospital to Princess Alexander Hospital. Residents will have to change buses at St Margaret's Hospital and get the number 19, 20 or 21 bus to the main bus depot and then change again to the number 13 bus to take them to Princess Alexander Hospital – the whole journey could take two hours. Cllr Wood explained that The Limes have offered to write to Essex County Council to express their concerns. There is also the possibility of a Community Bus Service being run Monday to Friday from St. Margaret's Hospital to Princess Alexander Hospital, but it would need funding. Councillor Philip felt that the council needed to formally write on behalf of residents to complain and that he would encourage other councils to do the same. Cllr Wood explained that she had already spoken to Abridge, Loughton and Epping Councils and encouraged them to write.

43. 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.

Councillor Philip proposed moving the August main council meeting due to lack of business.

Councillor Hammond enquired whether any money left over from the installation of fencing at the Community Centre could go to the Cricket Club as they cut the grass. Cllr Philip suggested discussing this at the next Finance and General Purposes Committee.

44. 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.

- A resident commented on the fact that the Flower Yard is painting its fence green, there were objections to the fence being erected originally.
- A resident asked whether there was going to be any change to the issues with parking at Tesco's and whether the Queen Victoria Pub would allow parking again in its car parks. Councillor Philip explained that the decisions being made were between the Head Offices of Tesco and McMullen. Although if you were using the Post Office or the Hairdresser's the landlord of the Queen Victoria was happy for you to use his car park, but you must still register your car in the machines inside.
- A resident complained that curbs were missing on a number of roads in the village, namely, Dukes Avenue, Harewood Hill and Woodland Way. Councillor Purkiss agreed and encouraged the resident to report the problems via the Essex County Council website by obtaining a 'Unique Reference Number'.

45. The 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 items of business:

Councillor Philip reported on the following:

- Funding had been agreed for CILCA training for the Minutes Secretary.
- A request for back-dated holiday pay for the Burial Clerk for 2008-2012 were approved.
- New pay scales for staff to be discussed by the Finance and General Purposes Committee.
- A letter of resignation had been received from the Parish Clerk due to personal reasons. An advert would be placed in the September issue of the Village News. Thanks were given to the Clerk from all the councillors.

Councillor Philip closed the meeting at 21.02pm

**Gloria Mussenden
Clerk to the Council**

**Councillor John Philip
Chair of the Council**

CLERK'S REPORT – FULL COUNCIL MEETING 25TH JULY 2013

I have received a letter from EALC (Essex Association of Local Councils) congratulating Theydon Bois on achieving Runner Up in the Class 2 of the Best Kept Village 2013.

I would like to bring to your attention a new venture called 'Epping Forest ReUse who will recycle your unwanted furniture and white goods by giving them a new home instead of throwing them away. This only opened in May running in partnership with the Lighthouse Furniture Project, a registered charity – a not- for profit social enterprise.

I have received an email from Tony Ellis, the Crime Prevention Officer for Brentwood and Epping Forest Police District to remind residents of the increased opportunities for burglars during this hot and sunny weather. In particular, leaving downstairs windows open whilst you are sleeping upstairs. Leaving back doors open whilst working in the front garden. (Email to read out).

A request from John Eaton on behalf of St. Mary's Church to pay for all (or part of) the strimming works in the Churchyard which was carried out by EFDC. The invoice totals £95 (EX.VAT). We do contribute an annual amount of £750 towards the upkeep of the Churchyard but the Church has already spent £1200 this year and is looking to the Council for extra funding.

A request from the Chair of the Neighbourhood Watch Steering Group (Mick Sheen) for a contribution towards expenses as they rely totally on donations. There is a suggestion of £150. (Read out email).

Gloria Mussenden
Parish Clerk