



Theydon Bois Parish Council

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

Clerk to the Council: Ms Julie Taylor

Minutes of the Annual Meeting of the Parish Council held at The Village Hall at 8.00pm on Thursday 29th May 2014

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

Apologies: Councillor Hammond, McDonald, Jones, Howard

Officers Present: Julie Taylor (Parish Clerk & RFO)
Sarah Barnes (Assistant to Parish Clerk & Minutes Secretary)

Councillor Philip opened the meeting announcing the winner of this year's annual award of the Theydon Bois Community Rose Bowl to the Villager of the Year and made a formal presentation to the winner who was Mr Martin Oliver.

1. Election of Chairman

Nominated: Councillor John Philip
Proposed by: Councillor Peter Gooch
Seconded by: Councillor Paul Vincent
Carried unanimously.

Councillor Philip read out the Chairman's Declaration of Acceptance which he then signed and this was witnessed by the Clerk.

2. Election of Vice-Chairman

Nominated: Councillor Peter Gooch
Proposed by: Councillor John Philip
Seconded by: Councillor George Howard
Carried unanimously.

3. Apologies for Absence

Councillor Hammond

4. Declarations of Interest (existence and nature) with regards 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

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

None

6. To discuss and approve the Minutes of the Parish Council Meeting held on 25th April 2013.

The draft minutes were approved and signed by Councillor Philip on behalf of the Council.

7. Roles and Responsibilities/Terms of Reference/Standing Orders

7.1 Standing Order 2L (iii,iv& v) will be delegated to the Finance and General Purposes Committee.

7.2 The following Committees were considered and membership approved:

Finance and General Purposes Committee –

Councillors Gooch, Hannibal, Howard, Jones, Philip and Young.

Planning Committee –

Councillors Gooch, Hannibal, Howard, Hammond, McDonald, Vincent and Wood.
(Rob Young would be a substitute)

Cemetery Committee

Councillors Hammond, Purkiss, Jones, Young and Philip.

Highways and Environment Committees

Councillors Gooch, Hannibal, Hammond, McDonald and Purkiss.

Community Liaison Committee

Councillors Howard, Jones, Hannibal, Vincent and Young

Responsibilities

Risk Assessment – Councillor Paul Vincent

Bank Signatories – Councillors Peter Gooch, Sue Jones, John Philip, Anthony Purkiss and George Howard

Complaints Residents – Councillor Paul Vincent

Complaints Internal - Councillors Mike Hannibal, Peter Gooch

Transport Rep - Councillor Annie Wood

Health/GP Liaison - Councillors George Howard, Chris McDonald

Police Liaison - Councillor Chris McDonald

7.3 Parish Councillors Representing the Council on External Bodies

Buxton Trust -

Cllr Mike Hannibal

Local Council Liaison -	Cllr Anthony Purkiss
Neighbourhood Action Panel -	Cllrs Sue Jones, Chris McDonald, Anthony Purkiss
Theydon Newsdesk -	Cllrs Sue Jones and Annie Wood
Theydon Bois Rural Preservation Society -	Cllr Anthony Purkiss
Tree Strategy -	Cllr Anthony Purkiss
United Charities -	Cllr Mike Hannibal
Village Association -	Cllrs George Howard and John Philip
Village Design Statement -	Cllr Sue Jones

Parish Council Nominated Persons on External Bodies

Theydon Bois Youth and Community Trust - awaiting results on settlement

7.4 Cllr John Philip reported on matters under Standing Order 2 L (vii)

- We have no arrangements with other local authorities apart from the precept through Epping Forest District Council.
- It is not an election year.
- Our inventory of land assets will be referred to later in meeting.
- Our insurance was covered at the last meeting (25/4/2013)
- We have a regular membership of other bodies including Essex Association of Local Councils.
- We have a complaints procedure that is reviewed by the Finance and General Purpose Committee.
- We have a process under freedom and information.
- We have a policy for dealing with press and media.

7.5 The dates were noted for the year 2014 Committee meetings. Councillor Philip asked for each committee to review the dates and report to the Parish Office if there were to be any changes.

8. Cllr Philip confirmed that Main Council Meetings would continue to be held on the last Thursday of the month.

9. Clerks Report

The Clerk drew attention to the following items:

- Roydon Councillor, Mary Sartin is the new Chairman of Epping Forest District Council. Chris Whitbread continues as EFDC Leader and Councillor SydStavrou is the Deputy Leader.
- The 'Option D' leaflet that was distributed recently to residents has not been produced by EFDC but by the land owner.
- A local woman in her 80's was tricked into giving her bank details after receiving a phone call from a man claiming to be a detective chief inspector from Metropolitan Police. The woman was told she was a victim of fraud and that he needed her bank details – which she gave over. All residents are urged to be on their guard and report any suspicious callers to the police on 101.

10. Community Centre

Our solicitor has had two meetings with the Trust's Chairman. Cllr Hammond has reported that he is happy for the resolution to be decided once an agreement has been made. It is hoped that there would be a report of progress at the next meeting.

11. Finance and General Purposes Committee

11.1 Draft copies of final accounts have been copied to all councillors.

Cllr Philip proposed that the council accept the accounts for the financial year ending 31st March 2013 - unanimously agreed.

11.2 Sections 1 and 2 of the Annual Return for the Council for the year ending 31st March 2013.

Cllr Philip proposed sections 1 and 2 – unanimously agreed

11.3 Auditors report has not yet been received so it will be brought before Finance and General Purposes Committee at the next meeting.

11.4 Payments since the last Parish Council meeting – approved.

11.5 A request has been received from Homestart Epping Forest for a donations for laptops that will assist their families. Cllr Philip recommended the charity as a very worthwhile cause. Cllr Purkiss suggested a donation of £1000. Cllr Philip suggested a donation of £500 and two old council laptops that are due to be replaced with new – this was agreed by councillors.

12. Planning Committee

Councillor Gooch advised that the 'Option D' leaflet has been reported to forward planning at EFDC and they have confirmed that it was not published by themselves. He commented on the relaxing of permitted development i.e. detached houses up to 8 meters and semi/terraced houses up to 6 meters. He mentioned the relaxation of use of retail premises and felt that we needed to monitor this. There have also been some enforcement issues i.e. a port-a-cabin at the Old Forresters Site and an application of a Caravan park on Abridge Road. There is an appeal against EFDC regarding the Eco House and we are awaiting a decision.

13. Highways and Environment Committee

13.1 Councillor Purkiss reported that Rodney Bass is the new portfolio keeper for Highways with Essex County Council. He had a very useful meeting with the Tree Wardens and the Operations Manager from Corporation of London where they looked at various sites.

- 13.2 Cars are parking on Coppice Row 'legally' whilst working at Darlington's, although they are still causing an obstruction, he commented that there were no plans from EFDC to put yellow lines there. Cllr Vincent reported that a car had been damaged by a lorry. Cllr Wood said that there were parking problems on the other side of the green. Cllr Vincent pointed out that we had been turned down on our requests for yellow lines. It was suggested that the police should be involved as it is an obstruction of the highway.
- 13.3 Cllr Purkiss reported that the refit at Tesco has been put back a several weeks and The Queen Victoria and Tesco are not communicating regarding the agreement about parking in the front car park. Cllr Howard has complained to Tesco regarding the cages which are blocking the few car parking spaces they do have. He received an apology from Tesco Head Office. Cllr Vincent has spoken with the Queen Victoria and the landlord has complained that Tesco employees (who are being trained upstairs at Tesco) have used so many spaces that the brewery has withdrawn parking facilities.

14. Community Liaison Committee

- 14.1 Cllr Howard confirmed that the next event for Theydon Seniors was being held on Friday 14th June 2013 from 2-4pm.
- 14.2 Cllr Howard reported that the Surgery Questionnaire inserts need to be put in the Village News and volunteers were requested. Following a meeting with the West Essex Clinical Commission Group there is a meeting to be held on 4th July 2013 with the GP Practice to discuss our concerns and Silesh will attend the meeting. The questionnaire will also be discussed at that Meeting.

15. Cemetery Committee

Councillor Purkiss reported that a new hedge around the new cemetery has been planted and that it is flourishing following the recent rain.

17. Reports from Representatives

None

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

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

None

19. 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 questioned whether the builders could park around the corner of Darlington's (Orchard Drive) so that Coppice Row could be left clear. Cllr Philip felt that, unless there were yellow lines, other cars would simply take their place and continue to park there.
- Resident, Richard Risdon, was surprised at the attitude of the council with regards to parking on Coppice Row and felt that there must be something that could be done. Cllr Philip pointed out that the cars are parked legally and the police have been called but we have no influence.
- Resident, Eddie Maxwell, read out a statement regarding the leaflets that he distributed about 'Option D' where he denies misleading residents.
- Resident, Sue Sowerby, had received an email from another resident regarding the new signage in the Queen Victoria advising of automatic registration readers and she was concerned of the knock-on effect that this would have on the Post Office etc. Cllr Vincent confirmed that this was the case and it was to deter training staff of Tesco from parking there all day.
- Janet Whitehouse enquired whether there could be a representative from the Parish Council at the Local Council Liaison meetings at the District Council Offices.

Councillor Philip closed the meeting at 9.20 p.m.

Gloria Mussenden
Clerk to the Council

Councillor John Philip
Chair of Council