



Theydon Bois Parish Council

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

Clerk to the Council: Miss Julie Taylor
Minutes Secretary & Assistant to the Clerk: Mrs Elizabeth Thomas

Minutes of the Parish Council held at The Village Hall at 8.00pm on Thursday 24TH November 2016

Councillors Present: Cllrs Philip (Chair), Gooch, Hannibal, Howard, Burn, Withers, Phillips, Crook and Purkiss

Apologies:

Officers Present: Julie Taylor (Parish Clerk and RFO)
Elizabeth Thomas (Assistant to Parish Clerk & Minutes Secretary)

442. Apologies for Absence

Cllr Wood

443. To discuss and approve the Minutes of the Parish Council meeting held on October 20th 2016.

- Minor amendment - under Planning: *3500 deposit* should read *£500 deposit*

Otherwise: Signed as a true record.

444. 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

445. Public Participation Session with regard to North Essex Parking Partnership (NEPP)

445.1 Presentation from NEPP: By Michael Adamson, Enforcement Manager

- What is NEPP and how they came into being: Began 2011, as did South Essex PP; parking had been administered by councils before that. Partnerships are in districts, we are in West District, based in Harlow.
- Logistics: NEPP is split into 3 functions: traffic regulation (lines and signs); enforcement (yellow lines when local authorities have decided where they should go, bays, car parks, schools and ParkSafe patrols, resident permits, drop-kerbs, obstructions); business unit (policy and administration).
- Short description of regulation and enforcement processes.
- What they can enforce: parking restrictions.

- What they can't enforce: pavement parking.

445.2 Public question: Please advise on Parking outside Tesco TB! Trucks and vans park there too.

M. Adamson: If it's on the single yellow line, they person has 5 minutes grace before action taken. This is usually for loading & unloading – and people spending less than 5 minutes in store. On the double yellow section, it's an instant ticket. Unfortunately we can't have an officer patrolling there call the time.

Council comment: we are upgrading CCTV.

M.Adamson: I will take the idea of using CCTV info to our HQ and ask their advice about using it.

Council question: If people park on a yellow line that has deteriorated, what is enforcement view?

M.Adamson: we take a balanced view of this – is is reasonable? Roadlining crew has a set budget so replacing lines depends on this.

Public question: what is the deployment of traffic enforcement staff?

M.Adamson: Larger settlements have officers there constantly – smaller towns like this don't. 15 officers share the whole area.

Public question: What about cars parking on corners?

M.Adamson: If there are junction protection markings it is NEPP's remit. If not – call the police.

Council question: Are restrictions enforced at Bank Holidays?

M.Adamson: Yes – except Christmas Day & Boxing Day.

Council question: Cars park actually on pavements in our shopping area – on ground that may or may not be public.

M.Adamson: Email me the details and I will look into it.

Council question: The pub has parking restriction signs up, are PCN's legally enforceable here?

M.Adamson: This arrangement is in the hands of private contractors – not NEPP's area.

Council question: What about cars parking on pavements?

M.Adamson: If they're on parking restriction markings call NEPP. If not – tell the police.

8.45pm: Cllr Burn arrived.

No public participation on subjects other than NEPP.

446. Correspondence – Clerks Report

- Had some calls regarding Halloween; some trouble by one group of teenagers. One elderly lady in Heath Drive had eggs thrown at her window and it also happened in Morgan Crescent.
- Notice Board has been fixed at The Heights.
- Seniors Party tomorrow: everything ready and we hope for a good turnout.
- Playground at Theydon are getting quotes for insurance – more soon.
- Christmas card competition been judged - prizes to be presented at school assembly December 8.
- More complaints regarding parking at Green Glade – more soon.
- Chain of office has been ordered.
- Petition is going around the village to bring back a permanent police officer – we will circulate a link.

447. Finance and General Purposes Committee/Community Liaison Committee

447.1 Payments for the month accepted and signed off.

447.2 Update:

- We have approved the donation to St Mary's Church for gardening equipment
- Donation to Landmark Trees Certificates OK
- Agreed funding contribution to Buxton Trust

- Approved order of Chain of Office

447.3 CCTV Update – Cllr Withers.

Met Essential Group 3 months ago. Current camera locations will not change, we proposed an update of cameras to be further-ranging and to pick up facial details and car reg. The total cost will be cost-effective. Playground's CCTV can't transmit now – this will be upgraded. We can cover cost for sky broadband link to the Bull - £30pcm or so. Cost of cameras is lower and maintenance charge is the same.

Cllr Philip: We may need another camera covering the Avenue of Trees at Coppice Row. Also covering the cashpoint at Tesco as people have been robbed there.

Cllr Withers: we will see into this. Total cost any way will be IRO £5600, and we get the VAT back.

Cllr Philip: Proposed that we take up this proposal. All agreed. Carried.

448. Planning Committee

Councillor Gooch commented on the following:

448.1 Local Plan:

- We have commissioned a planning consultant. He has seen the documents and evidence and hopes to present his case next week. He will refer to EFDC survey.
- Public meeting Nov 10: comments to be incorporated into consultant's report. Document to follow.
- We have queries and suggestions and need to agree how to get information out to the village.
- Christmas Market: we can give leaflets and questionnaires on the night. Also put info on website.
- Cllrs Gooch, Howard and Burn went to meeting at EFDC Nov 22. Disappointing result – the person they met had only been in position for 3 weeks and was not able to give much information.
- We are open to ideas on how to respond to the consultation in their own words, as there is just 3 weeks to go. Perhaps a flyer or leaflet.
- Idea – schoolchildren could be given info at school to take home with them.
- Information could be handed out at tube station, doctor's, school and door to door.
- If we do door to door, we would need estimate of 16 volunteers for 1650 homes.
- Should go separately from church newsletter. Sad that it doesn't meet village news schedule as issues & options was well publicised in the magazine some time ago.
- EFDC has said online replies are preferred.
- We could also put information on A-boards. Cllr Gooch, Julie Taylor & Jim Watts to discuss production of information sheet asap.
- The information will be featured on the TBPC stall at the Christmas Market.
- General advice – all please respond to the consultation, it is very important that we get a representative response from the village.

449. Highways, Cemetery and Environment Committee

Councillor Purkiss commented on the following:

- There is a small fund to alleviate flooding at Essex Highways.

- The junction of the Green and the Avenue has been put forward for yellow lines.
- Essex Highways website has been revamped and is now more user-friendly.

450. Community Liaison

450.1 Christmas Market:

- Posters are up, the tree is on the way (ETA Tuesday 29th November) and lights are to be arranged.
- We have asked Epping TC for advice, but it seems battery operated lights will be practical. Cllrs Howard & Hannibal have been researching this.
- Cllr Purkiss to ask Steve from the Bull – he was in wholesale electrical trade and may have some contacts or advice.
- On the night: we need 2-3 people in hi-vis to deal with parked cars etc. Also 3 for Grotto, 4 for stewarding, 2 for road entrances, 2 for mulled wine stall, 1 or 2 for TBPC stall.
- Action: please let Parish Office know of your availability for duties on the night.
- Clear-up team also required: please let us know if you can assist.
- Advance notices of traffic and parking changes should go up the same week. Cllr Hannibal to arrange lamination of notices.
- Boards to go up on Coppice Row & cones in Station Road.

450.2 Seniors: This is tomorrow – please keep spreading the word. We expect about 40 attendees.

451. Reports from Representatives

452 Any Other Urgent Business for Report (without decision)

None

453 Following Agenda items will exclude Public and Press

None.

Councillor Philip closed the meeting at 9.26pm

**THIS IS THE LAST FULL COUNCIL MEETING OF 2016 – THEYDON BOIS PARISH COUNCIL WISHES
A MERRY CHRISTMAS AND HAPPY NEW YEAR TO ALL**

**Julie Taylor
Clerk to the Council**

**Councillor John Philip
Chair of the Council**