



# 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 30<sup>th</sup> April 2017

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

**Apologies:** None

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

**490. Apologies for Absence**  
None

**491. To discuss and approve the Minutes of the Parish Council meeting held on March 30 2017.**  
Signed as a true record

**492. 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

**493. Public Participation Session**  
Query if there will be an item on public participation at the ends on the agenda – Yes.

**494. Correspondence – Clerks Report**

- Fences at BT Office are up - very smart.
- Donkey Derby date is July 9 2017
- City of London are to put up a sign at the duck pond regarding correct feeding of birds.
- Seniors Party to take place on June 9 2017
- The Elms Lighthouse will be dismantled - Enforcement investigated and will be back to check in 4 weeks.
- 12/5/17 Village of the Year Judges to visit - any councillors who can help meet them please let us know.
- 30 Hill Road dog stud has gone.

**495. Finance and General Purposes Committee**

- Payments since Last Meeting: Approved

Update since last meeting:

- We are doing the accounts as it is Year End.

- Netting at the tennis club: Buxton Trust grant of £10k - the deposit has gone in. £5K from BT, £5K from tennis club went in at the start of the week and we will request reimbursement.

#### Everything Local News:

- They can do full PR service for £1200 a year. Local media service will advertise everything for us, other Parish Councils use it. We get a lot of traffic on the web site each month, and people outside the village see it.
- JP: it's worth trying for a year to see if it's good VFM. The manager, David Jackman, has been going for a long time.
- **EB:** will we have control of what goes out ? We need to ensure that this is for our benefit. The speculative nature of 'Facebook' is a concern. Councillors should be made aware when information is to be sent out.
- JP: Yes we will have control.
- MH: we are the client - it isn't in their interest to make things awkward. We don't have many publicity options.
- AW: do we pay up front?JP: yes I think we do
- GH: what about a trial period?
- JP: it'd be very short. We can flag up things the PC supports, such as the Donkey Derby, and associates like PAT. We should have someone looking at this before they go out.
- JP: We will start with items like minutes, (which go on the web site any way). It'll be good to flag up our achievements.
- JT: it'll be good for the Christmas Market
- All agreed to engage Everything Local News

#### Public Participation at end of full council agenda:

- MH: any objection to this?
- AC: what's the history behind this - I'm quite new here!MH: it's so people can comment on things that arise in the course of the meeting, and it lets them raise relevant things not on the agenda, whilst keeping the meeting to time.
- JP: we used not to have any public participation. But it is a good idea.
- MH: People would come to meetings with the end session of participation because they knew they would have a forum.
- **EB:** If necessary, can we indicate the amount of time allocated for questions, and how long each speaker may speak ? JP: yes, of course.
- MH: it is important for people to raise issues and council to respond.
- All agreed to reinstate end session of PP at full council meetings.

#### New Notice Board

- JT: We have looked for quotes for a new notice board at the Coppice Row entry to TBVH: not many people do the oak ones we want. Quote is £1230 for board, nameplate and posts. Martin Neary may be able to instal it for a good price.
- AP: would TBVA like this - they did encourage us to get a new notice board.
- JP: we should agree we are going to get it then approach them.
- GH: we can take it to next VA meeting and ask if they can contribute.
- JT: will ask Martin Neary for price.
- All agreed to get the new board

#### **496. Planning Committee**

Cllr Gooch commented:

- 26 Piercing Hill: This has been refused. Site visit proved conclusive.
- Old School House: we saw the revised plan and letters from neighbours at Planning committee. Decision was no objection with conditions. Concern over the proposal for two 5-bed houses having 2 parking spaces each, and that the hedge should be retained to screen the frontage. Overall though, the applicants have made every endeavour to rebuild the existing house with symmetry and authenticity: it should work out well.
- AP: PG and I are doing a proposal for the flank which will dovetail it with what is going on in the front area.

Neighbourhood Plan: Cllrs Hannibal & Burn went to the networking coffee morning on April 26.

- MH: It was worthwhile. We met other councils who weren't advanced either, and lots of discussion took place. There are reports from councils who have done their plan, good to see ways they covered it, sophisticated or simple. We got lots of suggestions and guidelines and are keen to see more of what others are doing – there's no standard template for the Plan, other than the stipulated areas that should be included.
- PG: Funding – some Parish Councils have been helped by RCCE. No discussions between us and them yet.
- EB: RCCE can be hands on but they are advising on procedures not content. EFDC will hopefully come back with funding update – Cllr Philip may find something out and direct us accordingly.
- EB: any news on the 65 new sites mentioned last time?
- JP: No – we have not finished responses and the exact number of sites to be involved is not known. All sites, new, withdrawn and changed before March 31 2017 were included and will go into an equivalent sift process. Workshops to follow this year – site selection workshops this autumn.

#### **497. Highways, Cemetery and Environment Committee**

Cllr Purkiss commented:

- The village looks nice at the moment! Pothole patching in progress. Nothing specific on pavements. Loughton Lane crater dealt with also broken grating at traffic lights.

Car parking on Bank Holidays

- GH: we have had emails about people being caught by parking patrols on Bank Holiday Monday. Why are Bank Holidays covered by parking restrictions?
- MH: I believe it went back to when the lines were put in.
- JP: NEPP rules say it's enforced every day but Christmas Day. Traffic regulator makes the decision and it's national.
- JP: we could warn people in Everything Theydon Bois when a bank holiday is approaching –restrictions are still in force.

#### **498. Community Liaison Committee**

Cllr Howard commented:

- Seniors Party June 9, posters to go up soon. Also to tell Tippy for Theydon Facebook.
- AC: Will ask school about entertainments, however it is exam season.
- GH: Christmas entertainer mentioned but they are pricey – best keep that for the Christmas Doo.
- JT: the bingo, quiz and Cream Tea went down well last year – let's do that again.

#### **499. Reports from Representatives**

None

#### **500. Any Other Urgent Business for Report (without decision)**

- CW: CCTV needed outside newsagent on Forest Drive: we had a spate of anti-social behaviour here and it's poorly covered. Essential can put a new camera here for £500 + VAT (free if Essential get an ad slot in the local news & flyers).

- MH: youths seem to gather on that bench outside the shops. And the shop needs internal cameras. Recently there was an extremely frightening incident, where an intruder vandalised fittings and threatened the assistants.
- JP: I'm all for improving coverage AP: same here. CW: the shop layout is awkward which doesn't help.
- JP: Please get Essential to give us a formal quote and we will deal with it at the next meeting.
- PG: are cameras connected to the Internet?
- CW: yes – the feed is from internet at the pub. You can view it direct in the pub control room, but there are procedures about opening footage to the police. I can revisit these for you.
- JP: EFDC has a CCTV suite – our cameras can potentially be linked. PG: need individual IP address.
- AP Allotment camera – this was the scoreboard camera that rotated, can this be replaced? CW: yes it will be.
- PG: PAT is now individual. A microlink can be installed at Buxton Trust to connect tennis club & clubhouse. CW to check.
- AP: how much is an infra-red camera? CW: around £300 - £500.
- PG: Cricket club camera images are recorded at the clubhouse and linked to internet – authorised persons can get them on their phones. If Essential want a meeting that is great. CW: thank you – will bear in mind.
- Resident: break-in at butcher's took 3 weeks to be investigated and result was inconclusive.
- Resident: Cat's eyes are being taken up ion Coppice Row prior to resurfacing.
- Resident: Landmark Trees certificates are here. There is one for a Buxton Trust tree – PG to collect.
- JP: We are getting 2 new doctors at Theydon Bois Surgery – many thanks to all campaigners.

**501. Following Agenda items will exclude Public and Press**

- Discussion re. potential recipients of Lifetime Achievement Award – office to produce list of previous winners
- Staff matters

**Councillor Philip closed the meeting at 9.35 pm**

**Julie Taylor**  
Clerk to the Council

**Councillor John Philip**  
Chair of the Council