

**MORETON, BOBBINGWORTH & THE LAVERS
PARISH COUNCIL**

Clerk : Mrs Julia Milovanovic, 10 Knights Way, Great Dunmow, Essex CM6 1UL
Telephone: 01371 875320 **Email:** mbldparishcouncil@gmail.com

You are hereby **summoned** to attend a virtual Meeting of the Parish Council which will be held on **Tuesday, 10th November 2020 at 7.30 pm** via **Zoom** to transact the business shown in the Agenda below.

Please contact the Clerk for details of how to join the meeting,



**Julia Milovanovic
Clerk to the Council**

*Members of the public and press are invited to attend this meeting
This meeting will be recorded for the purposes of ensuring accurate minutes. Members of the public should be aware that should they choose to speak, their voice will be picked up by this recording.*

AGENDA

1. APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies for absence.

2. OTHER ABSENCES

To **NOTE** any absences for which no apology has been received.

3. DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members.

A Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non-Pecuniary or Other Pecuniary Interest, and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.

4. CONFIRMATION OF MINUTES

To **APPROVE** as a correct record the Minutes of the Parish Council Meeting held on 8th September 2020 and if needed to discuss any matters arising from these minutes and agree any outstanding actions.

5. PARISHIONERS' FORUM

To **RECEIVE** questions from members of the public.

In accordance with an agreed procedure, the time allocated for public questions may be limited to 10 minutes or such other period determined by the Chairman of the Meeting.

6. RURAL AFFORDABLE HOUSING

Laura Atkinson from the RCCE will be attending to advise about Community Led Housing and how to update our housing needs survey in our Neighbourhood Plan.

7. VACANCY

There have been no applications for the current vacancy in the Lavers.

8. REPORTS

To **RECEIVE** any questions emanating from any reports from Councillors who wish to give a report and/or who are representatives on Committees, Working Groups, Outside Bodies and other meetings that Councillors or the Clerk have attended and which, if available, will be reproduced if they have been submitted for inclusion:

- a) Bobbingworth Nature Reserve - Cllr Cooper**
- b) District / County Councillor Reports**
- c) Parish Councillor Reports - if any**

9. HIGHWAYS

- a) Speed, parking and congestion survey Church Road, Moreton**

The Clerk has contacted Highways and this is due to take place during January but this may now been delayed further due to current COVID restrictions.

- b) Church Road footpath outside Moreton Primary School**

Highways have confirmed that the long awaited footpath will be installed early next year probably during February half term to minimise disruption

- c) Request for speed restriction on Watery Lane and through Little Laver**

County Councillor, Maggie McEwen to provide an update.

10. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

To **RECEIVE** the oral report of the Clerk on matters which may be of current interest to Members and which require a formal update, and to **RECEIVE** such correspondence and communication as the Clerk may place before the Council. Items under this agenda item are for **NOTING** only

- **Citizen of the Year and Volunteer Team of the Year**

EFDC are looking for nominations for individuals and groups who have made an outstanding contribution to the community during the pandemic. The closing date for nominations is 27th November

- **Young Citizen of the Year 2021**

Similarly, EFDC are looking for nominations for a young person aged 11-18 years, who has made a real difference in their community or school during the Covid-19 pandemic. The closing date is also 27th November.

- **Neighbourhood Plan – EFDC’s website**

The Clerk contacted Nigel Richardson, advising that she had e-mailed the Planning Dept on 8 separate occasions requesting that EFDC’s website be updated to show that our Neighbourhood Plan had been approved by Cabinet. Further, that if it was not updated within 7 days a formal complaint would be made.

Nigel Richardson responded by return and their website has now been amended.

11. DEDICATED E-MAIL ADDRESSES FOR COUNCILLORS

The Clerk has now purchased the domain hosting but has not had an opportunity to complete setting these up.

12. REPAINTING OF PHONE BOXES

Councillors are aware that three quotes were received for the repainting of the phone boxes and the lowest quote for £350 plus materials, subject to the phone boxes being cleaned prior to painting, was provided by Paul Elliot who has kindly offered to paint one phone box free of charge. Paul Elliot has been asked to commence repainting as soon as he is able and once the phone boxes have been cleaned.

Cleaning has been arranged at a cost of £75 per box.

It should be noted that £250 for phone box repainting is in the budget and £500 in the grant application for the defibrillator project.

Councillors are asked to AGREE retrospectively the above costs.

13. DEFIBRILATOR

The Clerk will obtain costs for moving the existing defibrillator to the phone box in Moreton and for a further defibrillator to be installed in the Bobbingworth phone box.

She will also apply for an additional £500 grant to complete the project.

14. NEW RURAL POLICING UNIT

To date the Clerk has not received a response from Chief Inspector Batsford but is following this up.

15. INTERNAL AUDIT 2019/20

The auditor's report is still awaited. It should be noted that the Clerk has tried to contact the auditor by e-mail and phone but to no avail.

16. NEW CHRISTMAS LIGHTS/CHRISTMAS TREE

Cllr Radbourne has visited to Calcott Hall to choose a tree. In view of the current COVID restrictions Calcott Hall have been asked to deliver it.

The new Christmas lights have been purchased. However, as Councillors will be aware sadly Tom Howland passed away a short while ago which has presented a problem as his bungalow is now empty and the electricity switched off. EFDC are unable to allow access as the bungalow has been COVID cleaned ready for the next tenant.

Cllr Radbourne ascertained that the new lights could be powered by battery. In view of this 3 battery boxes and batteries have been purchased at a cost of £71.94 and we are currently awaiting delivery. The batteries are not rechargeable but the boxes, £8.99 each, have a lifespan of 5 years.

17. CHRISTMAS TREE LIGHTS SWITCH ON

The Clerk has approached a local resident to ask him to put together a few words about the late Colin Thompson, as agreed at the last meeting.

18. REVIEW OF NEIGHBOURHOOD PLAN

Councillors are asked to review the current Neighbourhood Plan and to CONSIDER setting up a review group/committee.

19. STOP STANSTED EXPANSION

The public enquiry on the application to increase air passenger traffic is due to commence on 12th January.

MAG provided a further 880 pages of additional information on 4th November and any comments must be made by 23rd November. The addendum can be found at

<https://www.uttlesford.gov.uk/article/6906/Stansted-Airport-planning-application-Amended-Environmental-Statement> .

SSE have asked as many people as possible to comment even if it is merely to say that there has been insufficient time to comment.

Councillors are asked to CONSIDER/AGREE a response.

20. FORMAL COMPLAINT TO EFDC RE NEIGHBOURHOOD PLAN AND MALTINGS FARM APPLICATION

The complaint should be circulated to all Councillors early next week for comment.

21. MALTINGS FARM – CONDITION OF EXISTING OUTBUILDINGS

Cllr Dackombe has raised concerns relating to the current condition of the existing outbuildings and their proximity to the public byway.

Councillors are asked to CONSIDER whether they wish to take further action in this matter.

22. EPPING COMMUNITY TRANSPORT SHOPPER BUSES

A revised timetable has been provided for bus services. This will be displayed on the notice boards, website and placed in the December editions of the Parish Magazines.

23. BIOGEN PLANT

Although the application for the extension of opening hours was refused there is still the ongoing issue of the odour levels from the plant which are excessive.

Ward Councillors will provide an update on proposed further action.

24. PLANNING

1. Blakes Golf Club – Licensing Application

The Clerk attending the hearing for this application and the music license was granted from 11.00 am until midnight but with the condition that sound limiters be installed.

2. To consider the following Planning Applications details of which have already been circulated to Councillors under separate cover.

EPF/2195/20	Site adjacent Great Notts Moreton Road Bobbingworth Ongar CM5 0LU	Proposed clubhouse building and two holiday-let 1 bedroom lodges to existing camp site.
EPF/2153/20	The Old School, School Lane, High Laver Ongar CM5 0EE	Single storey outbuilding to create home gym, art studio and games room.

3. **To NOTE** the following planning applications below which have been responded to by way of the Clerks delegated powers following e-mail consultation with Councillors

EPF/16 90/20	Farm Cottage , Ashlyns Lane, Ongar CM5 0ND	Proposed garage. If you are viewing this report in an electronic format, click on the link below to view related documents including plans http://planpub.eppingforestdc.gov.uk/NIM_websearch/ExternalEntryPoint.aspx?SEARCH_TYPE=1&DOC_CLASS_CODE=PL&FOLDER1_REF=640300
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The Parish Council has NO OBJECTION to this application

EPF/1702/20	Hobbans Cottage Moreton Road Ongar CM5 0LX	Conversion of existing store into an annexe.
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The Parish Council OBJECTS to this application on the following grounds:

- i) Overdevelopment in the Green Belt.

- ii) This property has already been extended to the maximum able to be achieved as per GB7A, GB2 of the Local Plan 2006-8 and DM4 of the SVLP, 2017.

EPF/1786/20. CLD	Sunnyside, Kents Lane North Weald Bassett, Epping CM16 6AX	Application for a Certificate of Lawful Development for Existing use of a building for non- commercial workshop & storage purposes (revised application). If you are viewing this report in an electronic format, click on the link below to view related documents including plans
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The Parish Council has NO OBJECTION to this application **SUBJECT TO THE CONDITION THAT IT SHOULD REMAIN A NON-COMMERCIAL WORKSHOP AND STORAGE UNIT.**

EPF/1828/20	The Coach House Ashlyns Lane Ongar CM5 0NB	Demolition of existing summerhouse and outbuilding and erection of a double carport and home office building.
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The Parish Council has NO OBJECTION to this application

EPF/1830/20	The Dower House Harlow Road High Laver Ongar CM5 0DT	Proposed replacement outbuilding for ancillary use.
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The Parish Council SUPPORTS this application

EPF/1935/20	Clarklands Little Laver Road Moreton Ongar CM5 0JE	Dormer roof extensions and alterations to existing outbuilding.
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The Parish Council has NO OBJECTION to this application

EPF/2042/20	Greens Farm Little Laver Road Moreton Ongar CM5 0JE	Solar Photo Voltaic Panels on west facing roof of building previously granted prior approval change of use to a dwelling on EPF/0122/19.
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The Parish Council has NO OBJECTION to this application

3.To NOTE the following planning decisions.

EPF/0760/20	Wynters Cottage Hastingwood Road Magdalen Laver Ongar CM5 0EW	Proposed front gates.	Grant Permission (With Conditions)
EPF/1542/20	North Wilmore Barn Workers Road\ High Laver Ongar Essex CM5 0DZ	Application for approval of details reserved by condition 6 'Construction Method Statement' of planning approval EPF/1931/19 (Proposed extension of existing building with a new basement, entrance lobby and mid-storey extensions to the South and North elevations, together with a new separate pool house)	Refused

4. Lakeview

It is understood that the planning application for the additional mobile homes which was submitted in 2015 but no decision taken by EFDC will now be considered by the Plans East Committee. The Clerk has asked to be registered to speak on behalf of the Parish Council when it is discussed.

5. Nags Head Car Park

The Chairman, Cllr Cooper and the Clerk were contacted by the prospective new owners of the Nags Head as Essex County Council on behalf of the school were not happy to sign the Easement Agreement regarding the car park and the prospective owners were under pressure to complete the sale.

ECC were not happy that the use of the car park was restricted to certain times for the school and they required 24 hour usage and claimed that the car park was the only access to the school playing fields. Following intervention by the Parish Council by contacting ECC's solicitors to explain that the car park was not the only access to the school playing fields, ECC relented and we understand have now agreed to sign the Easement with the time restrictions.

25. GRANT APPLICATIONS

Grants requests have been received as detailed below:

Friends of the Lavers - £1800 (£600 per church) for grass cutting and general maintenance of the churchyards

Friends of St Mary's and St Germain's - £1200 (£600 per church) for grass cutting Councillors are asked to **CONSIDER/APPROVE** the above grant requests.

26. FINANCIAL MATTERS

- i) To NOTE that the VAT repayment for the 2019/20 year of £974 has now been received.
- ii) To NOTE that the Clerk's overtime for September and October was £72.10 and £129.78 respectively

- iii) To **APPROVE** the following payments detailed below:

Payment Number/met hod	To	For	Amount
BACS**	Julia Milovanovic	Overtime September	£72.10
BACS	Julia Milovanovic	Overtime Oct	
SO	Julia Milovanovic	Nov Salary	£498.51
SO	Julia Milovanovic	Dec Salary	£498.51
BACS	Julia Milovanovic	Home Office expenses 8 Nov – 11 January 9 x £10	£90.00
BACS**	Julia Milovanovic	Reimbursement Xmas lights	£206.98
BACS	Julia Milovanovic	Xmas lights battery box/batteries	£71.94
BACS	Angela Busch	Reimbursement of Land Registry Fees	£18

*Any overtime incurred by the Clerk for Sept and Oct will be agreed by the Chairman, authorised by two signatories and reported to the Council at the November meeting.

** These payments have already been made but require formal authorisation.

- iv) **Bank Balances as at 6 Nov 2020**

Unity Current Account	£2,356
Unity Deposit Account	£26,718

v) To **NOTE** the Bank Reconciliation detailed below.

	£	£
Balance per bank statements as at 6 Nov 2020		
Unity Deposit Account	26,718	
Unity Current Account	2,356	
	<hr/>	29,074
Less: any un-presented cheques at 6 Nov 2020	0	
Add: any un-banked cash at 6 Nov 2020	0	29,074
Net balances as at 6 Nov 2020		29,074

CASH BOOK:

Opening Balance 1 April 2020	22907	
Add: Receipts in the year	17368	
Less: Payments to 6 Nov 2020	11203	
Balance [receipts and payments book] as at 6 Nov 2020		<hr/> 29,074 <hr/>

27. MEETING DATES 2021

Attached are the meeting dates for 2021

28. ANY OTHER BUSINESS

Any items which members may wish to raise

29. DATE OF NEXT MEETING

The date of the next meeting will be on the 12th January at 7.30 pm. It is currently scheduled to be held in Moreton Village Hall but may have to be held virtually.

There may be Planning Committee meetings held before this date if there are applications that need to be considered

30. ITEMS FOR NEXT MEETING

Councillors are asked to advise the Clerk of any items they would like included on the next meeting agenda