

Moreton, Bobbingworth and the Lavers Parish Council

MINUTES

Meeting: Parish Council Meeting

Date: 12 July 2022

Time: 7.30 PM

Venue: Moreton Village Hall

PRESENT:

Councillors (7): Cllr Padfield (Chairman), Cllr Collins, Cllr Busch, Cllr Cooper, Cllr Crosbie, Cllr Foulser, Cllr Stuart

Also in Attendance (1): Gurdip Paddan – Clerk

Members of the Public: (4) For part of the meeting

Members of the Press (0)

PC.176 APOLOGIES FOR ABSENCE

Councillors Dawson, Hall, Martin and Leverich.

PC.177 OTHER ABSENCES

Councillors Darken and Kessock-Philip.

PC.178 DECLARATIONS OF INTEREST

None.

PC.179. CONFIRMATION OF MINUTES

The Minutes of the Annual Parish Meeting and the Annual Council Meeting both held on 17 May 2022 were approved and signed as a correct record. Proposed Cllr Foulser, Seconded Cllr Busch. All AGREED.

PC.180 PARISHIONERS' FORUM

1. Roxanne Howard raised concern in respect of the speeding traffic on Harlow Road. She has had three cats knocked over and killed within a month. She monitors the traffic, which does not appear to take note of the speed limits and it was noted that as a pedestrian it was not advisable to walk along the road at certain points, as there is no footpath, the bushes along the side are overgrown and vehicles travel at high speeds, which in turn poses danger to road users.

The speed on the opposite side of the carriageway towards Lake View is 30 mph but on the other side traffic is travelling over 60 mph. She mentioned the noise from the traffic was unbearable all day and cannot understand why people need to drive at such speeds on a country road. She has observed the situation every day. A brief discussion ensued on the blind bend and driver attitude to other road users.

It was noted that all three roads – Moreton Hill, Moreton Road and Church Road leading to the village has traffic travelling at speed and the noise from these vehicles distresses residents. Cllr Cooper advised that several years ago he had presented to Essex County Council (ECC) Highways the situation and managed to get yellow lines installed. The flower tubs have been placed illegally to prevent cars being parked on the bend in Moreton; to minimise the risk of

impending accidents. It was confirmed that the Parish Council has not placed these flower tubs on the bend nor contribute to their upkeep. The tubs are maintained and watered by the community. Cllr Cooper further stated that he had asked Highways to send someone to the village to provide the Parish with the best solution to ease the situation. Unfortunately due to Covid/lockdown no action was taken. Cllr Cooper agreed to forward the contact details to Cllr Crosbie to follow up; the chairman at ECCC may have changed over the years at Chelmsford. Members noted that this is a countrywide problem and that it would be advantageous to get to the decision maker to say yes for appropriate action to be taken. Obtaining help/action from Highways is wearisome. The Parish has potholes, water running down the roads and other highways issues which all need to be addressed by Highways.

The Chairman advised that EALC had emailed information in respect of a webinar regarding bringing village speeds down to 20 mph. It was noted that some Members would be attending the Webinar.

It was AGREED to inform the Police and ECC's Highways regarding the speeding traffic for appropriate action to be taken.

2. Alison Pipe asked the Council if there had been any further developments on the proposed new village hall for Moreton. A survey had been carried out but no results had been published. The Chairman confirmed that the Parish Council was not responsible for the survey or the new proposed Hall. Alison Pipe was advised to contact the Moreton Village Hall Committee for a response to her query.

Cllr Collins confirmed that the Village Hall Committee does not have scheduled meetings like the Parish Council. The Village Hall Committee will be holding a public meeting whereby everyone can view the proposals and comment on the plans. The Committee has not yet sought planning permission. The Parish Council has not been notified of any planning application for such a development.

PC.181 REPORTS

1. Cllr Foulser reported that she was unable to attend the Magdalen Laver Village Hall AGM and apologised.
2. Cllr Collins provided an update on the Village Hall Committee. 500 surveys were sent out around the Parishes and the Committee had a 30% return. The whole Parish was consulted to achieve larger funding for the project. It was clarified that Community Spirit was not involved in the proposed new village hall for Moreton. They had only volunteered to help with delivering the survey flyer.

The Village Hall Committee has examined the survey responses and will be consulting EFDC with regards to planning. The proposed site is opposite the current Moreton Village Hall. Once the planning authority has been consulted the Village Hall Committee would be holding a public meeting. In terms of land and sale of the current Village Hall it is envisaged that the farmers would in effect be exchanging the land but this was something that would be considered between interested parties.

3. Report received from PC W Shepherd had been circulated, as he was unable to attend the meeting. He reported that since the last meeting he has had no further issues with the White Hart pub. This information had been passed by PC Shepherd to the Licencing Officer for Essex Police. The situation will be monitored. He had carried out his usual three month period for crime statistics and these are as listed below:

Date: 05/04/22 to 05/07/22

17 calls to police in total and of these calls, figures listed below is what would be classed as affecting the community as a whole:

2 Disturbances at the White Hart

Of those 17 calls, 7 crimes were recorded and below are crimes that he would class as affecting the community as a whole:

- 1 Theft of Motor Vehicle
- 1 Theft of Gates from a farm
- 1 Burglary
- 1 Shed Burglary

He compared these stats to the same time last year so 05/04/21 to 05/07/21:

21 calls to police, nothing reported that would be classed as affecting the community. Of those 21 calls:
1 Burglary

This illustrated that calls to police were down 19.4% and crimes were down 22.22%

PC.182 JUBILEE EVENT

The Council had agreed a contingency fund of £550 at a meeting held on 27 April 2022. At that meeting, Cllr Hall informed Members on the proposed activities being organised and delivered for Moreton and Bobbingworth Parishes to mark Her Majesty's Platinum Jubilee.

The Chairman thanked Cllr Hall for organising the activities for the two villages. It was noted that the dog show had made some money so in line with the agreed contingency fund the difference had been paid to Cllr Hall. Please see the accounts below under Minute PC. 192.

PC.183 CHRISTMAS TREE

This item had been referred from a previous meeting. It was reported that the current Christmas tree was unhealthy and that it had been watered regularly but had not flourished. Members agreed that the Christmas Tree should be replaced. A discussion ensued on the type of tree and the time of planting. The possibility of a tree volunteer to water the tree to aid survival was mentioned. It was further agreed that Cllr Crosbie liaises with Cllr Dawson in terms of cost, species and availability of a Christmas tree and report back at the September meeting. Members all agreed that a natural, permanent tree be planted. An artificial tree and a fresh cut Christmas tree just for the festive period were considered as an alternative.

Cllr Cooper would be updating the original doner of the current Christmas Tree in respect of the Parish Council's decision. If she is able to have a refund, she may put forward the funds towards the new tree. It was confirmed that the Parish Council would be funding the new tree. No decision had been made by the Parish Council to go back to the supplier to obtain a replacement tree.

Cllr Cooper further advised that residents have agreed to water the tubs on the bend and that when the Christmas tree is replaced it can be incorporated into the watering programme. Timescales for planting a permanent Christmas tree is around October so a decision has to be made at the September meeting. A Christmas tree is a noticeable structure within the Parish and valued by the community.

Members were advised that a new hose pipe agreed last year has not been purchased.

AGREED that this item be placed on the September agenda for an update.

PC.184 TREE PLANTING AND PLAQUE LOCATION(S)

This item had been referred from a previous Council meeting. Members considered the possible location sites within the Parishes for planting trees in line with the Queen's Green Canopy project, which is a unique tree planting imitative to mark her Majesty's Platinum Jubilee in 2022. The following points were raised and discussed:

- The possibility of physical and a virtual plaque(s). It was noted that virtual plaque(s) would be best and cost effective. These can be marked on the Queen's Green Canopy website page. This would enable the Council to put funds towards a tree and not pay over £100 for each physical plaque.
- Consider putting a tree in each of the five parishes.
- The tree(s) will have to be planted on Parish Council land or on land within the Parish with the agreement of the landowner. Planting on principal authority land would require permission from ECC and/or EFDC.
- Sites put forward – Magdalen Laver Village Hall, The Hoppitt and the triangular piece of land by the bridge in Moreton. It was noted the site by the bridge was being explored with a view of having a bench installed for people waiting for the Community Bus. The White Hart pub has been approached to see if they have a suitable bench and a tree could be planted to provide shade for residents waiting for transport.
- The Chairman stated that she was aware of a possible site - Magdalen Laver on towards High Laver; there has been some discussion about placing a tree within this locality.
- Cllr Stuart volunteered to look at possible sites and discuss with Member and residents and report back at the next meeting.

AGREED that this item be placed on the September agenda for an update further discussion.

PC.185 LIST OF AREAS THAT REQUIRE MAINTENANCE

Members were asked at the last meeting to look at areas that require maintenance and report these to the Clerk. In particular where hedges have not been cut back. It was noted that Roxanne Howard touched upon this issue earlier in the meeting – Harlow Road.

One site had been identified at Wynters Cottage Hastingwood Road Ongar. Another site had been reported by a parishioner; crossroads at High Laver Road. This site is quite difficult to maintain, as one comes out of Workers Road there are concrete post and mental bars, which make cutting back an issue for Highways' machinery. It was reported that the signpost is no longer at the crossroad, it may have been knocked over and never replaced. The signpost at the T-junction by the Nature Reserve is falling. A number of signposts were identified that require attention.

Unfortunately 'signposts' were not on the agenda and it was agreed that this item be added to the next Council agenda.

Clarification was sought on the stones/boulders on highway verges. It was confirmed that residents can only place such stones/boulders on their own land and not on Highways or Council areas. The extent of the highway is normally hedge-to-hedge. Lanes and rural roads often have wide grass verges but these are as much part of the highway as the Tarmac. The only way to determine ownership is to contact the Land Registry to establish ownership.

AGREED that signpost and maintenance of areas be placed on the September agenda.

PC.186 APPOINTMENT OF INTERNAL AUDITOR AND UPDATE

a) Members were advised that the Internal Audit has not been completed. The necessary information/documentation had been sent to the Internal Auditor. The Clerk has contacted Ann Wood on a regular basis.

The relevant notice of Public Rights and Publication of unaudited Annual Governance and Accountability Return for Accounts for the year Ended 31 March 2022 has been published on the Website and Parish noticeboards in line with the Local Audit and Accountability Act 2014, Section 26 and 27.

Members were advised that there is a shortage of internal auditors and that the Clerk had tried another recommended auditor but they were unable to assist.

b) It was AGREED to appoint Val Evans as the Internal Auditor for the following years – Audits: 2022/23 and 2023/24. Proposed Cllr Busch, Seconded Cllr Collins, all AGREED.

PC.187 CLERK'S COMMUNICATIONS AND CORRESPONDENCE REPORT

1. Play in the Park – notices have been circulated and published on the website etc for the event taking place on 16 August 2022 at Bobbingworth Nature Reserve.
2. Gigaclear – Free Wi-fi for village halls. To mark the Jubilee the Government had announced funding for village halls allowing vital modernisation and it includes the provision of Wi-fi. Cllr Collins to bring this matter to the Village Hall Committee's attention to consider pursuing modernisation of the Hall.
3. ECC, EALC, EFDC and RCCE information received has been forwarded to Members regularly.
4. Rural Policing - An email was received from Sergeant Ben Felton who had written to introduce himself and his Essex Police Rural Engagement Team, which is a uniformed Team working from Police HQ at Chelmsford. The Team investigate and advises on a whole range of rural issues. The Clerk has invited Sergeant Felton to the Open Meeting in December.

PC.188 FUNDING AVAILABLE FROM EALC

This item was requested by Cllr Darken. In order for the Clerk to apply for funding; a project needs to be agreed. The fund has to benefit the community.

There are two types of funding – a) Microgrants for small projects up to £500; b) other funds are available, twice a year, depending upon the project up to the value of £5000.

AGREED that this item be placed on the September agenda for discussion.

PC.189 PARISH DEFIBRILLATORS

The Council had arranged a defibrillator training session, which was delivered on 11 June 2022. The trainers advised that codes and location should be visible on the box housing the defibrillator.

- a. A brief discussion ensued the location of the defibrillators within the Parish and their ownership. According to the Asset Register the Parish Council owns two defibrillators and these were last serviced/maintained in March 2021. Unfortunately due to Covid these have not been serviced and it was agreed that the Council look into having a maintenance programme so that the devices are in good working order for when required. These devices are an invaluable resource for the community.

The Chairman stated that the one near her for the benefit of the community was maintained and has the code on the Council's website. Cllr Foulser to bring to the attention of the Magdalen Laver Village Hall (ML village Hall) Committee the defibrillator on the side of the Hall, which should be maintained and display the code. Cllr Foulser has raised this matter previously at the ML Village Hall meeting and will be emailing the ML Village Hall Committee to register the device and display the code.

Cllr Collins stated that the defibrillator at Moreton, in the telephone box appears to be out dated. Cllr Cooper advised that the defibrillator in question has a fault and was to be returned to Zoll; the manufacture/supplier of the device. Cllr Cooper to update Members at a future meeting. It was suggested that we should have volunteers that check these devices on a regular basis for supplies and batteries. Ideally the Council should have a volunteer for the Moreton device and another person for the Bobbingworth device. Cllr Crosbie volunteered to check the defibrillator in Moreton. A volunteer is required for Bobbingworth. ML Village Hall device is the responsibility of the Village Hall Committee.

- b. It was important to have code and location on the AED unit to save time in an emergency. Members discussed the need for a maintenance programme so that the devices are regularly checked and items within the boxes replenished as required. St Johns Ambulance have a check list which can be used to maintain a written record of the checks carried out.

The Clerk to contact Paul Elliott, who has in the past provided maintenance for Zoll devices. The possibility of a maintenance package to be considered. The Clerk to make enquiries and report back.

- c. Members agreed that another training session be organised for later this year or early next year; dependent upon the availability of the trainers.

AGREED that this item be placed on the September agenda for updates and discussion.

PC.190 CO-OPTION OF COUNCILLOR TO FILL VACANCY FOR THE LAVERS WARD

It was AGREED to advertise the vacancy for Co-option of Councillor (Levers Ward), as no election had been called. The Clerk to publish the Co-option notice for the Co-option to take place at the September meeting.

PC.191 PLANNING

- a) Members NOTED the following planning applications below which have been responded to by way of the Clerk's delegated powers following email consultation with Councillors:

EPF/0096/22	Southern Lodge Pedlars End Moreton, CM5 0LW	Certificate of lawful development for use of existing annexe as separate dwelling with proposed independent vehicle entrance.
No objection		
EPF/0761/22	Laughters Farm Faggotters Lane Matching Tye CM17 0NU	Demolition of existing rear conservatory and replacing with new rear extension.
No objection		
EPF/1014/22	Highfield Moreton Road Bobbingworth CM5 0LU	Demolition of existing single-storey rear extension and outbuilding. Construction of new first floor above existing footprint and loft conversion (revised application to EPF/0269/22).
No objection		
EPF/0941/22	2 Moreton Gate Pedlars End Moreton CM5 0GP	Proposed rear single storey extension, 1st floor extension, floor extension, construction of a new dormer window, new rear access and internal alterations.
No objection		

- b) Councillors NOTED the following Planning decisions by EFDC:

EPF/0495/22	Hobbs View Moreton Road Ongar CM5 0LX	Replacement dwelling and garaging within existing garden curtilage - minor house redesign and repositioning within curtilage.	Permission Refused
EPF/2384/21	New Farm House Newhouse Lane Ongar CM5 0DH	Alterations to existing residential annexe.	Permission Granted (with conditions)
EPF/2833/21	Stonehall House Tilegate Road Magdalen Laver CM5 0EG	Proposed erection of an ancillary outbuilding.	Permission Refused

EPF/2856/21	Embleys Farm Fyfield Road Moreton CM5 0HY	Construction of a domestic garden shed.	Permission Granted (with conditions)
EPF/3241/21	Phoenix Epping Hotel North Weald Bassett Epping CM16 6RZ	Application for Variation of condition 3 for EPF/2223/19, (Extension and alteration of the former Little Chef building associated with the Travelodge at Epping Road, North Weald Epping plus change of use to C1 use in the form of 6 serviced apartments).	Permission Granted (with conditions)
EPF/3285/21	Little Roothings Little Laver Road Moreton CM5 0JE	Two storey side extension to create a home office an enlarged drawing room and two bedrooms with en-suites.	Permission Refused
EPF/0368/22	Newhouse Lane Ongar Essex CM5 0DH	Grade II Listed Building Application for proposed alterations to the existing residential annexe.	Permission Granted (with conditions)
EPF/0509/22	Greens Farm Little Laver Road Moreton CM5 0JE	Addition of two number rooflights into roof on east elevation and change to window on west elevation.	Permission Granted (with conditions)
EPF/0096/22 CLD	Southern Lodge Moreton, Ongar CM5 0LW	Application for a Lawful Development Certificate for existing annexe.	Lawful
EPF/0570/22 CLD	Whitesides Tilegate Road Ongar CM5 0ED	Application for a Lawful Development certificate for existing use of garden (residential use), currently classed as agricultural land.	Lawful
EPF/3231/21	Tilegate Farm Tilegate Road High Laver CM5 0EA	Application for Variation of Condition 2 for EPF/1052/17. (Demolition of existing industrial and storage workshops and equestrian buildings and replacement with three residential units plus annex and outbuilding together with reconfiguring of access road and landscaping).	Permission Granted (with conditions)

- c) Members NOTED the following planning application(s) for which EFDC does not normally accept comment:

EPF/0874/22	High Laver House Harlow Road, High Laver, Ongar, CM5 0DR	Application for a Lawful Development Certificate for a Proposed construction of garaging and garden equipment store.
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- d) Members NOTED the following planning applications that are still to be considered by the Council, the deadline for this Council's response being 25 July 2022 these applications will be dealt with by the way of delegated powers to the Clerk:

EPF/0950/22	Weald Lodge, Magdalen Laver, CM16 6AU	Replacement amenity building (annex)
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PC.192 FINANCIAL MATTERS

- a) The following payments were approved. Proposed Cllr Stuart, Seconded Cllr Crosbie, all AGREED.

BACS	EALC & NALC	Affiliation fee	£388.63
	Zurich	Insurance	£368.56
BACS	G Paddan	Salary (April)	£749.85
BACS	HMRC	April – NI+Tax	£298.72
BACS	A Rogers	Payroll	£22.00
BACS	G Paddan	Reimbursement: Data storage device £46.79 + Travel 27 & 30 April + 17 May = 48ml x 45p = £21.60 + Heating for 30 April at MVH £3.00	£71.39
BACS	EALC	Planning training – 30 April	£766.80
BACS	A Rogers	Payroll - May	£22.00
BACS	HMRC	May – NI+Tax	£346.81
BACS	G Paddan	Salary (May)	£729.51
BACS	G Paddan	Overtime	£167.19
BACS	M Hall	Reimbursement of four invoices: Kelly Designs – Inv 2328. £70.00 Kelly Designs – Inv 2329. £50.00 Bespoke rosettes – BO14301. £55.40 J & D Williams - Inv 14941. £60.00	£235.40
BACS	ML V Hall	Hall Hire 11 June for Defib Training	£30.00
BACS	G Paddan	Salary (June)	£910.05
BACS	HMRC	June – NI + Tax	£356.47
BACS	G Paddan	Reimbursement - mileage £12.60 (11 June and 12 July) and defib trainer – Paul (£5.14 lunch)	£17.74
BACS	RCCE	Subscription (Inv 7443)	£72.60
BACS	A Rogers	Payroll June	£22.00
BACS	V Butler	Subscript. for email address (Vikatechost)	£34.00

- b) Members NOTED the Bank Balances as at 5 July 2022:

Unity Current Account	£783.27
Unity Deposit Account	£39,110.62

- c) Members NOTED the VAT reclaimed - £312.84 had been received from HMRC for 2021-22.

- d) Breakdown of Jubilee Funding:

Cllr Cooper advised that he would be able to forward the invoices in respect of the Jubilee Event by next week. The Clerk advised that as no funds were outstanding and the amounts had been paid to Cllr Hall there was no need for invoices, as per the resolution of the Council at the meeting held on 27 April 2022. The Chairman reminded Members that the fund was a contingency fund and all outstanding amounts had been settled. The Council had made a decision and that this item was not open for discussion.

The Council must abide by its approved resolution. The Chairman reiterated that payments have been made for the invoices submitted for:- Kelly Designs – £70.00, Kelly Designs – £50.00, Bespoke rosettes – £55.40 and J & D Williams - £60.00. Cllr Hall had confirmed that £240 were made at the Jubilee Event (Dog show). As it was a contingency fund the £240 has been deducted from the expenditure and outstanding amount has been settled. An email was received from Cllr Hall to confirm that there were no monies outstanding and invoices had been settled. Cllr Cooper stated that he was not aware of this email. The Clerk read out the email from Cllr Hall, as follows: ‘ *Further to my note below and in the spirit of transparency, please be advised that Cllr. Cooper has covered the Chelsea Pensioner travel costs. We will not be claiming any further Jubilee event related funds from PC.*’

It was agreed that this was clearly a matter between Cllr Hall and Cllr Cooper, the Parish Council has acted in accordance with the agreed Minutes of the Jubilee Event meeting. Cllr Cooper alluded to the monies that were still outstanding for Chelsea Pensioners; to himself and Cllr Dawson. He advised that he has contacted Cllr Hall and was waiting for a response. The Chairman clarified the situation and confirmed that Cllr Hall has the £100. The Chairman further stated that a decision was made for a contingency fund and the Council has settled the outstanding amount as agreed and this item cannot be reopened for discussion at this meeting.

Clerk's post minute note: Following an email from Cllr Hall and consultation with the Chairman, Members are hereby advised that outstanding monies have been paid to Cllr Cooper and the matter is now closed.

PC.193 DATE OF NEXT MEETING

Next scheduled meeting will be held on 13 September 2022 at Magdalen Laver Village Hall at 7.30pm.

Meeting closed at 8.27pm.

Chairman

Date