

WILLINGALE PARISH COUNCIL

Clerk to the Council:

J Strathern

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MINUTES OF PARISH COUNCIL MEETING HELD AT 8.00PM ON TUESDAY 8TH JANUARY 2019 IN THE VILLAGE HALL, WILLINGALE

PRESENT

Cllr David Stokes (DS) (Chairman), Cllr Janine Arnold (JA), Cllr Stuart Bosworth (SB), Cllr Nick Pavyer (NP), Cllr Liz Giblin (LG), Cllr Raymond Booty (RB), District Cllr Maggie McEwan (MM)

In attendance: J. Strathern (JS) (Clerk to Council) and 3 members of the public.

964. Chairman's Welcome

The Chairman welcomed everyone present and opened the meeting.

965. Apologies and reasons for absence

Cllr Stephen Grainger – prior engagement

966. Minutes of last meetings

NP advised of spelling error to his surname under item 'present'. The Minutes of the Parish Council Meeting held on the 13th November 2018 were signed as a true record of the meeting.

967. Declarations of interests

None declared.

968. Open Forum and Public participation with respect to agenda items

The Chairman opened the meeting to the open forum/public participation. A member of public raised concern regarding the continuing flooding that is occurring at Beech Road/Shellow Road particularly with the cold weather and a potential accident if it should freeze. It was agreed that we should report again to Highway Authority and ECC informing them that cyclists regularly use this stretch of road. **Action: DS to escalate the issue with ECC. [PMN – matter raised formally via letter to the Executive Director at ECC responsible for Highways]**

969. Reports to and from County and District Councillors

MM updated the Parish Council and explained that Essex County Council are looking at a budget savings of £59m although some savings have been identified there is still £51m to save. Aggregate savings since 2010 were around £700m. MM explained that the libraries are being reviewed, and DS noted that the Council had responded to the survey. MM is due to attend a further briefing on the budget later in the week and will circulate any information of interest to the Clerk.

970. Chairman's Report

No report

971. Clerks Report

Parish Clerk report was noted. NP explained that he has been in discussion with some local businesses regarding potential advertising in the parish magazine to generate additional income. The advertising fees for the parish magazine were briefly discussed and it was agreed to hold rates at current levels. **Action: NP to continue to liaise with the magazine editor.**

972. Budget 2019/2020

a) To set the precept for 2019/2020

b) To approve the Parish Council budget for 2019/2020

DS had prepared a covering note setting out a proposed budget and the rationale for an increase in the precept, that after the demise of the "Parish Support Grant", would increase the band D precept by 1% and leave a small reduction in total income. The budget as proposed would result in a moderate surplus for the year, thus giving the Parish Council some buffer. This could enable the Parish Council to increase grants for worthy causes or to provide a contingency for unexpected events.

NP suggested that an increase of 2% may be more appropriate to align more closely with CPI. LG queried if a 2% increase was needed? DS indicated that surplus would be achieved without an increase, but would reduce flexibility. It was thought that with inflation continuing to increase the precept should also increase. It was also noted that a zero increase could result in a more significant increase in future years. A Councillor asked whether the verge cutting price would remain the same as last year, and it was noted that no price had yet been quoted. **[PMN – DS has confirmed that the verge tender contract is for a 3 year duration, with no price escalation]**

It was resolved to set the precept as proposed £4985.

It was resolved to approve the Parish Council budget as set out for 2019/2020

ACTION: Clerk to contact Epping Forest District Council with the precept demand before the 31st January 2019.

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973. Financial Report

- a) Bank balances and expenditure report were noted. Clerk explained there was a healthy balance in the budget which accorded with the Standing Order.
- b) The following payments were approved:

| | | |
|---------------------|---------------------|--------|
| EALC | New Councillor Pack | 20.00 |
| Clerk | Salary & expenses | 316.90 |
| HMRC | PAYE | 62.80 |
| United Technologies | Printing | 165.84 |
| Village Hall Hire | November | 18.00 |

ACTION: Clerk to prompt when the payments are set up and ready for authorisation.

NP queried the whether there was any allegiance to United Technologies for printing of parish magazine. DS mentioned that it was printed at cost by them as a goodwill gesture. NP indicated that his employer *might* be prepared to undertake printing of parish magazine as a 'charitable contribution'. DS confirmed 220 copies of the parish magazine are printed. The meeting resolved to note the Council's appreciation to Mr Arnold (United Technologies) for the work in printing the magazine. **[PMN – after making enquiries, NP's employer is not able to permit the printing of the magazine using their facilities]**

974. Aylett's Trust

SB explained he is Chairman and a trustee for the FJ Cleminson Trust for Alms Houses next to the church (known as Aylett's Trust). There are currently 4 trustees and they are actively seeking more trustees. He explained in the last 2 years they have updated the Alms Houses with improved heating. He explained all 4 properties are currently occupied and the criteria for being eligible for the Alms House is 'elderly people in need' and a local village connection and the rents are very reasonable. In summary, the Trust is in good shape although Graham Cass is retiring as a trustee in March and a replacement will be needed. NP expressed an interest in being a trustee and will have discussion with SB.

SB also explained in his capacity of Treasurer to the Village Hall, that the village hall committee had recently paid £250 for artwork in connection with the new village hall website, and thought that if there was unused Parish Council budget available, the Council might consider a grant. DS was unsure if a retrospective grant (£137 funding) could be made from the Parish Council towards this and he would check. DS suggested that the village hall committee may want to seek a larger grant to incorporate the proposed improvement to the disabled car parking space. SB will discuss matters further with the village hall committee. **[PMN – the Council's grant policy current precludes the retrospective funding of incurred expenditure]**

ACTION: SB will discuss matters further with the village hall committee with a view to bringing a grant proposal in the next financial year.

975. Planning Matters

- a. **Decisions by EFDC Planning department: -**

Application No: EPF/2952/18

Location: Clapgate Farm Silver Lane Willingale Ongar CM5 0QR

Proposal: Single storey rear extension.

GRANTED with conditions

Noted.

- b. **Applications: To consider the following applications: -**

Application No: EPF/2744/18

Location: Hill Farm Cottage Millers Green Road Willingale Ongar CM5 0PZ

Proposal: The retention of existing gates and pillars to paddock

Noted.

Application No: EPF/3139/18

Location: Keepers Cottage Wood Lane Willingale Ongar CM5 0QS

Proposal: Proposed extension to existing annexe.

A member of public explained that she had received a concern phone call from a neighbour regarding the annexe and she had advised they speak directly to the planning case officer at Epping Forest District Council. DS said that the annexe had been there for a while and didn't see a particular problem with the modest enlargement. Other Councillors were not exercised about it either and it was agreed not to intervene but rely on EFDC as the Local Planning Authority in this instance.

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Application No: EPF/3162/18

Location: Quires Green Walls Green Willingale Ongar CM5 0QP

Proposal: Minor alterations to approved application ref: appeal - EPF/3063/17 (APP/J1535/D/18/3195492), to add two dormers, adjust external finishes & amend windows and doors.

Noted.

Application No: EPF/3136/18

Location: Keepers Cottage Wood Lane Willingale Ongar CM5 0QS

Proposal: Certificate of lawful development for proposed single storey side extension

Noted.

Application No: EPF/3077/18

Location: Hill Farm Cottage Millers Green Road Willingale Ongar CM5 0PZ

Proposal: Proposed change of design of gates on access to Hill Farm Cottage.(amendment to EPF/0274/18)

Noted.

Application No: EPF/3082/18

Location: Hill Farm Cottage Millers Green Road Willingale Ongar CM5 0PZ

Proposal: Grade II Listed Building application for a proposed change of design of gates on access to Hill Farm Cottage.

Noted.

Application No: EPF/3225/18

Location: Robins Wood Birds Green Willingale Ongar Essex CM5 0PR

Proposal: Application for approval of details reserved by condition 3 'Foul and Surface Water' on planning permission EPF/0577/17 (Demolition of the existing property and erection of a new four bed dwelling house

Noted.

Application No: EPF/3237/18

Location: Tile House Farm Birds Green Willingale Ongar CM5 0PN

Proposal: Application for Approval of Details Reserved by Condition 8 "construction method statement" for EPF/2697/17. (Demolition of existing buildings/site clearance & erection of x 4 no. detached barn style houses with associated access, plot arrangement and parking).

Noted.

Application No: EPF/3244/18

Location: The Oaks Bassetts Lane Willingale Ongar CM5 0QL Proposal: Application for Approval of Details Reserved by Condition 7 'Contaminated Land Phase 2' and Condition 8 'Contaminated Land Remediation' on planning permission EPF/2843/16 (Improvements & extension to existing agricultural building, link extension, conversion of barn & change of use to residential).

The applicant (in attendance at the meeting) explained that he cannot progress development until this condition is discharged, and delays had occurred as EFDC are reportedly without a Land Contamination Officer and has engaged an external consultant instead. This aside the preparatory works are going well.

Noted.

c. Appeals

Allowed on appeal - EPF/3063/17 Demolition of existing garage block and construction of new garage building with study and shower room to rear and room within roof. Quires Green, Walls Green

Dismissed on appeal- EPF/1776/17 Re-development of existing and former Nissen Huts to create a single storey, three bedroom house. Land to the east of Berry Lodge, Fyfield Road

Noted.

The Steers site was briefly discussed, and concern was raised regarding the delivery of hardcore to the site. DS explained that he had been in discussion with the Planning Enforcement Team at Epping Forest District Council and a case was open.

The Greenacres site was briefly discussed, and concern was raised regarding the new entrance that had been created. DS explained that the Planning Enforcement Team at Epping Forest District Council were aware of the concern and would be taking appropriate action.

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976. Highways

a) Highways Devolution Pilot

A briefing note regarding the Highways Devolution Pilot had been circulated by RB. RB explained that following a meeting with DS and the Clerk it was decided that the risks of participating in Phase 1 of the pilot outweighed the very modest financial benefit, and that the scheme appeared to carry a heavy administrative burden. Additionally, ECC had placed unhelpful deadlines on responses. Subject to ratification by the meeting it had been decided that Willingale Parish Council would not participate in Phase 1, but might consider joining in later phases. All Councillors agreed with this decision and so it was resolved that the Parish Council would not pursue participation in the pilot.

ACTION: Clerk to notify EALC that Willingale Parish Council would not be pursuing with the Highways Devolution Pilot.

RB explained that the gates at Byway 61 were now closed in line with last year's seasonal closure protocol.

The matter of flooding at Beeches Road was discussed. NP suggested a working group to clear the blockage, but SB warned of the potential dangers of liability. RB explained the blockage was thought to be in the ditch and pipe under the road. DS suggested we contact the land drainage team at Essex County Council. Ownership of ditch was discussed. SB offered to speak to landowner of adjacent field to see if they could assist in clearing the blockage. **[PMN – a formal letter has been sent to ECC, and SB has contacted the landowner "Essex Farms" who has responded and stated that they will clear the ditch on their side. LG also noted that there appeared to be a water leak nearby, and contacted Affinity Water who have remedied the leak. A response from ECC is awaited]**

ACTION: Clerk to contact Essex County Council Land Drainage team to report flooding at Beeches Road.

ACTION: SB to speak with landowner of adjacent field to see if they could assist in clearing the blockage. (completed)

977. Update on play ground inspection report

DS advised he contacted the manufacturer again before Christmas concerning the alleged areas of non-compliance and is awaiting a response - he will continue to chase. **[PMN – Play Inspection Company have confirmed that they stand by their (minor) concern about the "cycle" and DS has forwarded their comments to Sutcliffe Play for comment]**

ACTION: DS to follow through with Sutcliffe and Play Inspection

NP explained he is now undertaking regular checks of play equipment (having taken over the role from JA). There were no issues to report currently.

978. Electoral Register Update

Clerk explained there are 426 on register for Willingale Parish. In 2014 there were 409.

979. Training and events

Courses noted.

980. Matters to be raised by members for the next Agenda

- Expressions of interest for future Chairman or Vice Chairman role
- Resignation of Cllr Janine Arnold

981. Dates of next meeting

12th March
14th May
9th July
10th Sept
12th Nov

20:59 meeting closed.