

MORETON, BOBBINGWORTH AND THE LAVERS PARISH COUNCIL

Clerk: Mrs Adriana Jones

Email: clerk@mbparishcouncil.co.uk

Dear Councillor

You are hereby summoned to attend a Meeting of Moreton, Bobbingworth and the Lavers Parish Council, which will be held on **Tuesday 14th January 2025 at 7.30pm at MORETON Village Hall.**



Adriana Jones
Parish Clerk and RFO
8th January 2024

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, Other Registerable or Non-Registerable 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 12th November 2024 meeting as previously circulated.

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. REPORTS

To receive any verbal reports from Councillors, which may include those who are representatives on Committees, Working Groups, Outside Bodies or who have attended other meetings. Councillors are asked to note that no decisions can be taken under this agenda item.

- a) Chairman's Report
- b) Vice Chairman's Report
- c) District and County Councillor Reports
- d) Parish Councillor Reports
- e) Police reports

7. REVIEW OF POLLING STATIONS

Councillors are asked to **NOTE** that at the 17th December 2024 meeting of EFDC Council, and following a period of public consultation, that the polling station for Moreton and Bobbingworth would remain in Moreton, and be located at the White Hart. Councillors will recall it was proposed to move the polling station to Fyfield, and the Parish Council response to the consultation opposing this idea. There was a total of 40 responses from the public to the consultation. Cllr Ray Balcombe also supported the Parish Council with their objection, and ensured that EFDC was aware of the level of local feeling. The Clerk has included details in the Local Parish Magazine.

8. APPOINTMENT OF INTERNAL AUDITOR

The Clerk has received notification that this Council's Internal Auditor has now retired. As such the Council is asked to **CONSIDER** the appointment of Heelis and Lodge for both the 24/25 and 25/26 financial years. The cost of the Audit is expected to be £220 per year with one audit per year being undertaken each year. This is a slight increase on the current costs. The Clerk will provide a further update at the meeting.

9. BUDGET / PRECEPT 2025/2026

Councillors are asked to **CONSIDER** the budget, and subsequently the precept, for 2025/2026. This will be completed on a 'live' basis during the meeting. Councillors are asked to contact the Clerk prior to meeting if they have something specific they would like to be considered. The District Council has asked to be notified of the Precept request by 31st January 2025. Councillors are asked to note that for the current year (2024/2025) the Parish Council element of the Council Tax for a band D property is £40.45 a year (£0.77p a week). The calculation to get to this is the amount the Parish Council request in precept divided by the tax base (no. of houses EFDC is expecting to collect council tax from), which for this current year was as follows: £25,198 / 622.9 = £40.45. The tax base for 2025/2026 has increased to 628.1. If the Parish Council wishes to show a NIL increase in the parish council element of Council tax for next year, the maximum amount the Council can demand of EFDC in terms of precept would be £25,406.64 (£25,406.64 / 628.1 = £40.45).

Councillors will be asked to specifically consider the following matters:

- Any changes to earmarked reserves, and review of the current and expected level of General Reserves (detailed to be tabled)
- Employers NI Contributions are now required
- Continued Grant Funding of the 5 churches in the Parish
- Potential cost of Highway Signage following LHP request, specifically for Bovinger
- To consider if any VE Day celebrations will be taking place, and if so possible funding
- Review of Clerks Salary
- Bobbingworth Clock EMR
- To consider any projects expected for the 25/26

10. PUBLIC RIGHTS OF WAY (PRoW)

To **NOTE** the following:

- **Footpath 23 Bobbingworth** – Formal notification from ECC has been received confirming that Footpath 23 in Bobbingworth has been diverted. Copies of the diversion will be placed on the relevant Notice Boards, and have also been placed on the Parish Council website and social media.

11. COMMUNITY DEFIBRILLATORS

The Clerk has purchased the new defibrillator and cabinet for the Little Laver phone box, and the new cabinet for Moreton, the total cost for which was £1,943.32 plus VAT. The Clerk will liaise with the Chairman with regard to installation and connection to electricity. The Clerk has included details in the Local Parish Magazine.

12. LOCAL HIGHWAY PANEL REQUEST

The Clerk has been liaising with both Essex County Council (ECC) Local Highway representative and ECC Cllr Mclvor regarding the Local Highway Panel request for works to improve signage, speed, and possibly gateway signs at Bovinger. Councillors agreed at the November meeting they would be considering possibly funding such works as part of their budget discussions. The Clerk contacted ECC to advise that this may be a possibility to establish if in this case there was a way to circumvent the LHP system. ECC advise the following:

'Unfortunately you would still need to go through the LHP to even consider putting any form of signage on the carriageway. Firstly, you must go through your County Member who will in turn submit a scheme request and send it into the LHP team. The validation will then be raised, and a design engineer will determine if the area of concern needs extra signage. We are governed by the Dft, and they are very cautious about sign clutter on our roads. Also, the type of signage must meet strict regulations. If the validation warrants extra signage, the Parish can by all means fund the necessary scheme. For any road to be considered for a speed reduction, we would have to carry out a speed survey to gauge there is a speeding problem. Unfortunately, speed cushions would not be considered on this type of road and are only usually used on a road with a 20mph zone in place. We also find that residents and businesses are not keen on cushions. Bovinger is mostly rural roads in nature with limited residential properties and would not be classed as a village thus another reason why a reduction in speed probably would not happen. I cannot find any evidence that gateway signage was requested but if this were something you would like to have, again, you would need to go through the County Member to submit a scheme request. Please speak to your County Member, Cllr Mclvor and have him submit a scheme request.'

The Clerk is currently drafting an LHP in conjunction with Cllr Mclvor to submit to ECC. The Clerk will provide further details at the meeting.

13. SCHOOL PARKING / TRAFFIC

The North Essex Parking Partnership (NEPP) completed a patrol of the school and its markings week commencing 18th November 2024. The NEPP representatives advises that officers are tasked with patrolling

a school either at in the morning or afternoon of each day that they work, with many of the schools in the area having parking issues and each deserving of their time which needs to be shared as fairly as possible amongst them all. With more than 100 schools in the geographical area that they cover, the frequency of visits and time spent at any one location is dependent upon their finite resources and other demands upon staff time, meaning that each school may only receive one or two visits per term. They state they do their best to increase this where possible but cannot prioritise any school over another as this would be unfair. They will do their best to arrange another visit early in January 2025.

14. NEIGHBOURHOOD PLAN

The updated Neighbourhood Plan was submitted to EFDC in November 2024. The Clerk has requested an update from EFDC on this matter.

15. COMMUNITY SPEEDWATCH

To receive an update on any community speedwatch activity.

16. MORETON VILLAGE GREEN

To receive an update on the status of registering Moreton village green as a formal village green under the Commons Act 2006.

17. RCCE AFFORDABLE HOUSING

A meeting has been arranged for 30th January at 10:30am with members of RCCE, representatives of Moreton Village Hall Committee, and the Landowner, to discuss proposals for the village hall alongside a possible rural affordable housing scheme. Both the Clerk and The Chairman will be in attendance.

18. ENVAR COMPOSTING SITE AND MONITORING

Councillors are asked to note that the latest set of results regarding the Bioaerosol monitoring pursuant to condition 19 of planning permission ESS/04/23/EPF has been completed, with ECC stating that it is likely that the site has been operating in compliance with the threshold limits, with the next assessment due April 2025. The report submitted as part of the monitoring states the following:

'The results revealed that the Bacteria type Bioaerosol concentrations in the air sampled Downwind of the site remained LOW with the Maximum Median only 250 cfu.m-3; while the Aspergillus Fumigatus bioaerosols concentration were consistently VERY LOW, where the MAXIMUM MEDIAN was only 64 cfu.m-3. These LOW levels of bioaerosols were likely attributable to the damp weather conditions preceding the monitoring, the damp condition of the compost and the site surfaces, the good process management and the good management of the screening activities. In conclusion; the Maximum Median levels were less than 26% of the EA Permitted Threshold levels for Total Bacteria and Aspergillus Fumigatus.'

19. 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, and at the time of printing the agenda includes:

- a) ECC, EFDC, EALC and RCCE communications are emailed to Members on a regular basis and where relevant information is included
- b) Notification of potholes by the Glebe, Madalen Laver – latest updated dated 31st December states *'We have completed work at this location. If we have placed temporary traffic management (barriers, cones, signs) on site to make it safe, we will now schedule a permanent repair for a future date.'* (Defect 3815975). Councillors to advise if potholes are repaired, or if issue is getting worse. If so, Clerk can report to Cllr Mclvor to put forward as part of his members repair scheme.
- c) Lining defects at the High Laver Cross Roads have been reported to EFDC (29/11 – 2951403), the current status being that it has been assigned for inspection. It is understood via social media that there has been an accident at this location since this time. Councillors are asked to provide an update if possible.
- d) Clerk attended an EFDC Corporate Communications Team Peer Review on 4th December 2024 to provide feedback on EFDCs communications, however this was more about EFDC wanting to how good their external communications were, not the other way around.
- e) Councillor emails – Clerk still to action.
- f) There have been at least another two power cuts since the last meeting. The Clerk has chased UK Power Networks for a response, as previously we had been advised they had asked their lead field engineers to investigate the Clerks email regarding the power cuts which have affected the area.
- g) Clerk continues to work on Facebook and enhancing the social media presence

h) Thursday 8th May 2025 80th Anniversary of VE Day.

20. COMMEMORATIVE BENCH CAROL FOULSER

To receive an update on the commemorative bench if available. Councillors are asked to note that the agreed wording for the plaque is *'In memory of Cllr Carol Foulser, a dedicated and committed Councillor who worked tirelessly in support of the community'*.

21. LOVE YOUR BUS GRANT FUND INITIATIVE ECC

ECC has launched a 'Love Your Bus' Grant Fund initiative which provides Parish and Town Councils with the opportunity to secure grants of up to £50,000 for projects aimed at increasing bus patronage and enhancing local services. The fund will support innovative projects that:

- Increase passenger numbers.
- Improve service frequency and coverage.
- Attract new users through community engagement and marketing.

This will allow Parish and Town Councils to propose initiatives such as increasing service frequency, running early morning or late-night services, and extending routes to connect underserved areas to key destinations such as hospitals or schools. Collaborative applications between neighbouring councils will be encouraged to maximise impact across communities. The deadline for applications is 14th of February 2025 at 5pm. Councillors are asked to **CONSIDER** if they wish to put forward any proposals. For further information, visit [Love your Bus application Page](#). The Clerk will provide an update

22. PLANNING

a) To **AGREE** responses to planning applications which may not have been responded to before the date of this meeting:

EPF/2567/24 (HH) & EPF/2568/24 (LB)	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Permission for already constructed lobby which has been built with an eaves level higher than that of the originally consented scheme, and Listed Building application for the same.
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b) To **NOTE** the following planning applications below which have been responded to by way of the Clerk's delegated powers following email consultation with Councillors:

EPF/2490/24	Blossom Lodge, Maltings Farm, Maltings Hill, Moreton, CM5 0JY	Revised application to EPF/1877/24) Construction of outbuilding to facilitate home gym and home office. NO OBJECTION
EPF/2463/24	Shielings, Cross Lees Lane, Moreton, Ongar, CM5 0HX	To demolish an existing bungalow and replace it with a new bungalow. NO OBJECTION
EPF/2252/24 (LB)	Humphreys, Greenman Road, Magdalen Laver, Ongar, CM5 0ER	Grade II listed building consent extension of patio and erection of a gazebo. NO OBJECTION
EPF/2406/24 (HH)	4, Mill Lane, Moreton, Ongar, CM5 0DN	Removal of an existing garage at rear of dwelling. Removal of existing residential annexe. Proposed replacement outbuilding on site of existing annexe to provide a single garage space and a home office and gym. (Revised application to EPF/1914/24). NO OBJECTION
EPF/2215/24 (HH)	6, Maltings Hill, Moreton, Ongar, CM5 0JY	Proposed front porch, proposed ground floor side and rear extensions and proposed first floor rear extension. Proposed recladding on all elevations. Proposed repositioning and sizing of existing windows. Proposed new roof tiles.

The Parish Council **OBJECTS** to this application on the following grounds:
 The property has already benefitted from a two storey side and single storey rear extension (EPF/1459/02), along with the building of two fairly large outbuildings built in 2024 (advised by the Enforcement Department to be acceptable under Permitted Development rights). To further increase the volume of built form on the site would result in a property which is materially larger when considered against the size of the original building. In addition, the proposed changes to the front fenestration and a full change to black weatherboarding (a very prominent material in the context of this street scene) would result in the property being entirely out of keeping and out of character with the surrounding area, having a negative visual impact on the locality.
 This would be contrary to the following policies:
 1. Local Plan Policy DM9
 a. Part D(ii) - Development proposals must relate positively to their locality, having regard to the

form, scale and massing around the site		
b. Part E - Development proposals for extensions or alterations to residential buildings will be required to respect and/or complement the form, setting, period, and detailing of the original buildings. Matching or complementary materials should be used.		
2. Local Plan Policy DM4, Part C (iii) - The construction of new buildings is inappropriate development in the Green Belt. Exceptions to this are the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building.		
EPF/2291/24 (full)	Partridge House, Harlow Road, High Laver, Ongar, CM5 0DL	Above ground plunge pool with plant room and air source heat pump (ASHP). NO OBJECTION

c) To **NOTE** the following planning application for which EFDC **do not** accept comment:

EPF/2588/24 & EPF/2589/24 DRC	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Application for approval of details reserved by condition 3 'Additional Drawings' on planning permission EPF/0909/24 (Grade II listed building application to infill an unauthorized door and reinstate a door) & Application for approval of details reserved by condition 2 'External Finishes' on planning permission EPF/0897/24 (Revised design of flat roof addition).
EPF/2495/24 DRC	Blake Hall, Stony Lane, Ongar, CM5 0DG	Application for approval of details reserved by condition 3'Contamination', condition 4'Foul Drainage', condition 5'Building Regs upgrading', condition 7'EVCP', condition 8 'Waste and Recycling Storage', condition 9 'Cycle Parking', condition 14 'Ecological Value Enhancement' on planning permission EPF/0114/24 (Change of use of existing building to guest accommodation and one residential dwelling).

d) To **NOTE** the following Planning decision by EFDC:

EPF/2291/24	Partridge House, Harlow Road, High Laver, Ongar, CM5 0DL	Above ground plunge pool with plant room and air source heat pump (ASHP).	Granted 18/12 – PC had no objection
EPF/2443/24	Ashlyns Farm, A414 Epping Road, North Weald, CM16 6RZ	Agricultural steel portal frame storage barn	Prior Notification - Refused 23/12 – PC unable to comment as PN Agricultural
EPF/1842/24	Yew Tree Cottage, 7 Epping Road, Bobbingworth, Ongar, CM5 0DF	Proposed first floor extension to rear.	Approved 4/11 PC had no objection
EPF/1795/24	Chaseside, Harlow Road, High Laver, Ongar, CM5 0DR	Two storey side extension, ground floor rear extension and entrance canopy over front door.	Approved 6/11 PC Objection for incorrect plans
EPF/1914/24	4, Mill Lane, Moreton, Ongar, CM5 0DN	Removal of existing residential annexe and detached garage. Proposed outbuilding on footprint of removed annexe to provide garaging for two cars, home office and gym.	Refused 6/11 for reasons of size, scale, failing to meet minimum garage standards, and harmful to green belt – PC had no objection
EPF/1877/24	Blossom Lodge, Maltings Farm, Maltings Hill, Moreton, CM5 0JY	Construction of outbuilding to facilitate home gym and home office	Refused 7/11 for reasons of size, scale, excessive glazing and flat roof being out of keeping, and impact on green belt – PC had no objection
EPF/2136/24	Firs House, Moreton Road, Bobbingworth, Ongar, CM5 0LU	Certificate of lawful development for the proposed construction of a swimming pool building with gym and plant room.	Not Lawful – not incidental to main house by virtue of its size - PC unable to comment
EPF/1902/24	Fairways, Harlow Road, High Laver, Ongar, CM5 0DL	Covered BBQ area	Approved 8/11 – PC had no objection
EPF/1869/24	Sawyers, Harlow Road, High Laver, Ongar, CM5 0DR	Certificate of Lawful Development for existing use of mobile home as separate dwelling in excess of 10 years.	Not Lawful – insufficient proof provided – PC unable to comment

EPF/1824/24	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Grade II listed building application for removal of previously installed, unconsented, roof lights.	Approved 20/11 – PC had no objection
EPF/1813/24	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Removal of previously installed, unconsented, roof lights.	Approved 20/11– PC had no objection
EPF/2022/24	Highfield, Moreton Road, Bobbingworth, Ongar, CM5 0LU	Retrospective application to retain roof lantern over prior approval rear extension.	Refused - Plans were not to scale – PC had no objection
EPF/1722/24	Glenwood, Pedlars End, Moreton, Ongar, CM5 0LW	The development of three new dwellings in place of the existing dwelling and outhouses (Including permitted development approvals) on the site of Pedlars End, Moreton.	Refused for reason that the dwellings, due to their position, scale, bulk, width, depth, height and massing would fail to preserve the openness of the Green Belt, lack of detail about protected trees, dwellings too large, no info about PRoW included. PC objected. MBLNP was stated in the EFDC objection.
EPF/1712/24	Church Farm, Workers Road, High Laver, Ongar, CM5 0DZ	Application for approval of details reserved by condition 4 'Foul Water Disposal' on planning permission EPF/0972/24 (Conversion of ancillary outbuilding barn to an annexe)	Granted – PC unable to comment
EPF/0743/24	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Application for approval of details reserved by condition 4 'Additional Drawings' on planning permission EPF/2059/19 (Application for Grade II Listed Building consent for proposed extension to the existing building with a new basement, entrance lobby and	Withdrawn

23. CHRISTMAS OPEN MEETING / LIGHTING OF THE TREE

Councillors are asked to review the success of this years events and consider any action points for next year.

24. FINANCIAL MATTERS

a) To approve the payments listed below:

BACS	A Jones	September & October Salary	£1,109.26
BACS	HMRC	September & October PAYE	£277.40
BACS	Information Commissions office	Data Protection Registration Fee	£40.00
BACS	Vikatechost	Renewal of domain 2 years	£43.20
BACS	The British Heart Foundation (Reimb A Jones)	Defibrillator and new cabinet for Little Laver, and new cabinet for Moreton	£2,331.98 (VAT £388.66)
BACS	A Jones	Reimburse Expenses	£55.35
BACS	E Crosbie	Batteries for Christmas Tree Lights	£8.99

b) To **NOTE** the Bank Balance and bank reconciliation as at 31st December, as attached to the agenda.

c) To **NOTE** that the interest rate on the deposit account reduced to 2.50% gross on 18th December 2024 (down from 2.6%).

25. ITEMS FOR NEXT MEETING

To suggest possible items for the next agenda.

26.DATES AND LOCATIONS OF MEETING 2025

Tuesday 11th March – Magdalen Laver Village Hall

Tuesday 13th May2025 – Moreton VH

Tuesday 15th July 2025 – Magdalen Laver Village Hall (this is third Tuesday)

Tuesday 9th September 2025 – Moreton VH

Tuesday 11th November 2025 – Moreton VH

Tuesday 9th December 2025 – Moreton VH