

MORETON, BOBBINGWORTH AND THE LAVERS PARISH COUNCIL

Clerk: Mrs Adriana Jones

Email: clerk@mblparishcouncil.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 12th March 2024 at 7.30pm at Magdalen Laver Village Hall.**



Adriana Jones
Parish Clerk and RFO
4th March 2024

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, 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 meeting held on 9th January 2024 as attached to the agenda.

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 – if any
- d) Parish Councillor Reports
 - *Cllr Padfield – any update on options for memorial for Cllr Foulser*
- e) Police report – if any

7. ELECTIONS 2ND MAY 2024

Councillors are reminded that 2nd May 2024 will be polling day for Parish, District and PFCC elections. Attached to the agenda are some guidance notes that the Clerk has completed to aid Councillors who may wish to stand again. Councillors are asked to note the following:

- a. Parish Council Elections

1. There are 14 Councillor positions - High Laver (4), Little Laver (2), Magdalen Laver (2), Bobbingworth (3), Moreton (3).
2. A series of formal notices of election will be sent to the Clerk by EFDC for publication. These will be placed on the notice boards, website and social media, thus advising all members of the community of the election and providing them with information as to what they need to do should they wish to stand as a Parish Councillor.
3. If it is an uncontested election, there will not be polling for Parish Councillors on 2nd May.
4. There are different cost implications for the Parish Council if there is a contested election.

b) District Council Elections

1. New electoral ward boundaries result in all-out district council elections on 2 May 2024, changing to fewer, larger wards, each served by 3 District councillors. Attached to the agenda is a document created by the Clerk showing the differences.
2. From 2025, voting in local elections for district councillors will go back to voting by thirds, meaning a third of councillors are elected every year over a 4 year period.
3. The Parish will be served by three District Councillors, covering a much wider area, known as Rural East.

8. FINGER POSTS

The Chairman has been in touch with Theydon Bois Cllr Anthony Purkiss who over the past few years has been spearheading a project to keep and maintain Fingerposts / directional signs in the Epping Forest District. Cllr Purkiss has advised that through EFDC they are able to supply a three fingered post in Iroko or similar hardwood, painted in black and white with letters and installed by the Rangers for £1400 (price may vary in the future). Cllr Purkiss has suggested an audit of the fingerposts in the Parish would be useful both now and in the future. Cllr Purkiss has quarterly meetings with EFDC regarding fingerposts, and is happy to deal with any questions and queries in this regard. Councillors are asked to consider this matter.

9. PARKING ISSUES MORETON SCHOOL

In January the Chairman met with representatives of Moreton School to try and work towards a collaborative approach to resolving some of the parking issues. During the meeting it was agreed that there was no perfect solution to the problem, but some specific measures could help reduce the problem, and that it was a case of the school, residents and Parish council working together moving forward.

The Chairman will provide an update on this meeting, and the agreed outcomes, which were as follows:

1. Portable signage and banners for use by the school to be identified and information passed on the Parish council – Action Moreton School. Details have now been received and are attached to the agenda with costing for Council consideration.
2. Application for funds for the above by Parish council – Action Parish council – as above
3. Contact with Village Hall Committee/ Schwier Farm for update on project and potential for short term parking solution on adjacent field – Action Parish council.
4. As action 3 but for footpath link to church carpark– Action Parish council.
5. Open letter to Parents regarding parking and the impact on residents– Action Parish council (completed February 2024) – Copies already emailed to Councillors.
6. Letter to residents with update on the meeting - Action Parish council (completed February 2024) – Copies already emailed to Councillors.

Councillors are asked to consider if they wish to fund the cost of signage and banners, as per item 1 and attached to the agenda, as well as moving forward with the other items above.

10. WEBSITE / CLERKS EMAIL

As agreed at our January meeting, from mid-March, the Parish Councils new website will be mblparishcouncil.co.uk. This domain is managed for the Parish Council by Vikatechost. After reviewing further, the Parish Council was also paying for the domain mblparishcouncil.com, which it seems was only used for the Wix website that will no longer be used. As such, the Clerk does not intend on renewing this .com domain as it serves no purpose. In time, it may be that the Parish Council moves to a .GOV domain. In addition, the Clerk has now moved the main email over to the mblparishcouncil.co.uk domain, and will no longer be using Gmail. Councillors are asked to advise the Clerk of any specific information or pages they would like included in the new website.

11. ANNUAL MEETING OF THE PARISH

Each year the Council is required to hold an annual meeting of the electorate, which must take place between 1st March and 1st June each year. Historically, for this Parish Council the Christmas meeting has

always been the one that people attend. As such, it is suggested that a brief annual meeting of the electorate should take place at 7.15pm on the same day as the Annual Parish Council meeting on 14th May. This will allow a brief update by the Chairman, a report on the Parish Accounts for 23/24, and an opportunity for members of the public to raise any questions. Councillors are asked to consider this matter.

12. D-DAY

Parish and Town Councils across the country are being encouraged to take part in the 80th anniversary of the D-Day landings in Normandy, France in 1944 taking place on 6th June 2024 by the lighting of a Beacon. Councils are encouraged to purchase a Light of Peace Lamp to pay 'tribute' to those that gave so much to enable us to share the freedom we have today. The light from the flame will represent the 'light of peace' that emerged from the darkness of war, with the lamp providing a very simple and safe way of taking part in this important 80th anniversary occasion, and once used, can be lit again at 11am on every Remembrance Sunday thereafter, in tribute to the many millions that sacrificed their lives during WWII. The cost of the lamp is £55. Councillors are asked to consider if they wish to purchase a lamp, or mark the occasion in any other way.

13. COMMUNITY DEFIBRILLATORS

Councillors are asked to consider a review of the current situation with the Parish owned defibrillators, including changes to the maintenance regime, registration with 'The Circuit', and a possible new cabinet for the Moreton unit. The Clerk and Chairman will provide a detailed update for Councillors consideration.

14. REQUEST FOR GRANT FUNDING

On 16th March there is planned to be a Community Spirit organised Litter Pick across the Parish, hopefully involving up to 150 volunteers and children from the school. Community Spirit are looking to raise funds to help cover some of the costs, and have asked if the Parish Council would consider a contribution of £100. Cllr Stuart will provide a further update at the meeting, including precisely what this will be spent on and that receipts will be required.

15. COMMUNITY SPEEDWATCH

To receive an update on the application for adoption into the Essex Community Speedwatch programme, also the latest from the 20's Plenty campaign (Cllr Martin).

16. EFDC COMMUNITY CHAMPION

The Clerk has received an email from the Community Engagement Officer at EFDC advising that they plan to appoint Sue Dawson as the Community Champion for Moreton. The Clerk has been in touch with the Officer, and she has agreed to attend a future meeting (either May or July) so she can brief the Council on this scheme. Hopefully Sue will also be available.

17. MORETON VILLAGE GREEN

The Clerk has received an email from the EFDC Solicitor asking for further information as to what the village green is used for. Councillors are asked to provide this information to the Clerk.

18. RIDE LONDON GRANT FUNDING

The Clerk has applied for funding of £250 to raise awareness with local residents about the Ride London event. Councillors are asked to consider the creation of a dedicated newsletter on the event to raise awareness about dates and contact details for those who may require assistance on the day.

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) Magdalen Laver VH emailed advising PC entitled to have one representative – this will be on May meeting to consider.
- c) Precept request sent to EFDC
- d) Details of the Precept figures have now been released - <https://www.eppingforestdc.gov.uk/epping-forest-sets-2024-2025-council-tax/>
- e) Mike Letch, Clerk for Ongar Town Council, died on 12th February.
- f) New batteries purchased for defibrillator, and new signage laminated
- g) Email regarding Play in the Park events for Summer – cost per session is £80 for 2 hours.
- h) ECC Recycling Centres booking system now made permanent

- i) Cllr Collins completed FOC defibrillator training at the end of February.
- j) ECC Waste Local Plan being reviewed to 2040. Current consultation deadline 19th March. No sites in or near this Parish. <https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040/candidate-sites-assessment>
- k) Email reference persistent flooding Little Laver Road – reported to ECC, and liaised with resident and ECC Cllr Mclvor
- l) To note that The Chairman, Cllr Busch, and the Clerk met in February to start the formal review of the Neighbourhood Plan. The Clerk has some actions to complete, but this will feature on a future agenda.
- m) Still no response from HMRC regarding PAYE query
- n) Clerk has submitted request to replace Moreton Sign by Moreton Lodge – Ref: 2904662, and reported fallen sign near Wind Hill – Ref: 2892298.
- o) Clerk received email expressing disappointment that the Parish Council did not object to recent applications for North Wilmore Barn, both of which were subsequently refused.
- p) Update requested from Alex Burghart regarding the Biogen meeting, and response received from his Senior Assistant advising Alex has emailed everyone who attended the meeting to provide the name of the contact at Epping Forest District Council residents should contact if the smell appears. He has been copied into a number of complaints already and will be writing to the Council at the end of this month to find out how many complaints have been logged and what action the Council can take next. Update from Cllr Hadley will be read out at the meeting.
- q) Training requirements will feature on our May / July meetings
- r) Location of Grit Bins was placed in parish magazines, and is on the Parish Councils new website.

20. HIGHWAYS ACT 1980 – SECTION 119 - RE: DIVERSION OF FOOTPATH 12 MAGDALEN LAVER

On 21st December the County Council made the above mentioned Order to permanently divert footpath 12 in Magdalen Laver. A notice appeared in the Epping Forest Guardian on Thursday 18 January 2024 to this effect. The Clerk arranged that notices were erected on the Parish Notice boards. There was no objection from Councillors for this diversion.

21. PLANNING

- a) Cllr Collins would like Councillors comments on the possibility of investigating further if pressure should be placed on Government to impose a fine on any applicants who apply for planning permission retrospectively. Cllr Collins to elaborate.
- b) To **AGREE** responses to the following planning applications / appeals:

EPF/0211/24	Land Adjacent to Tilegate Farm, Tilegate Road, High Laver, Ongar, CM5 0EA	Change of use of a stable building to offices (Class E), together with replacement windows and doors https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000001hir
APPEAL EPF/1625/23 and EPF/1629/23LB	Lunds Farm House, Wind Hill, Magdalen Laver, Ongar, CM5 0EX	APP/J1535/W/23/3331080 Appeal against refusal Demolition of conservatory and garage and erection of extension. Deadline: 3/4/24 - The Parish Council had no objection to this application - Refusal reason: Harm to Green Belt and Listed Building

- c) 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/0196/24	High Laver House, Harlow Road, High Laver, Ongar, CM5 0DR	Erection of new Road Entrance Gates NO OBJECTION
EPF/0161/24	Spencers Farm, Tilegate Road, Magdalen Laver, Ongar, CM5 0ER	Construction of an agricultural storage building at Spencers Farm, Greenman Road, Magdalen Laver, Ongar, Essex, CM5 0EG. The application proposes the erection of one building extending to 936 square metres, to include a grain storage area and lean to for the storage of farm machinery, fertiliser and seed. NO OBJECTION

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

EPF/0015/24	New Farm, Newhouse Lane, Bovinger, Ongar, CM5 0DH	Application for approval of details reserved by condition 3 'Hard Surfaces' on planning permission EPF/2172/23 (Prior approval for Steel Portal frame barns)
EPF/0319/24	Leapers House, Harlow Road, Moreton, Ongar, CM5 0LF	Application for approval of details reserved by condition 3 'Materials' on planning permission EPF/2721/23 (Single storey rear extension and internal alterations)

e) To NOTE the following Planning decision by EFDC:

EPF/0895/21	The Cottage Church Road Moreton, Ongar, CM5 0JD	Proposed replacement with a pair of semi-detached houses.	Approved with Conditions (Subject to s106 Legal Agreement) <i>PC originally objected, but then changed to no objection as to small houses.</i>
EPF/2457/23	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Proposed landscaping works comprising fencing and finish of driveway	Refuse <i>PC had no objection. Refused for reason of failing to relate positively to its context, and impact on heritage asset</i>
EPF/2622/23LB & EPF/2618/23	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Grade II listed building application for revised design of flat roof addition, concrete slab along south elevation of barn including more soft landscaping /permeable areas and fence between north and south barn.	Refuse <i>PC had no objection. Refused for reason of harm to historic setting</i>
EPF/2548/23 DRC	Tilegate Farm, Tilegate Road, Magdalen Laver, Ongar, CM5 0EA	Application for approval of details reserved by condition 3'Surface Water Disposal', condition 4'Levels' and condition 9 'Colour/Materials' on planning approval EPF/1574/23 (Construction of a tennis court together with perimeter fencing and landscaping)	Approve <i>PC not permitted to comment as a discharge of conditions application</i>
EPF/2721/23	Leapers House, Harlow Road, Moreton, Ongar, CM5 0LF	Single storey rear extension and internal alterations.	Approve with Conditions <i>PC had No objection</i>
EPF/2505/23	Hobbs View, Moreton Road, Ongar, CM5 0LX	Amended Application for Replacement Dwelling, Incorporating Basement Rooms and Raised Roof Height.	Refuse <i>PC had No objection. Refused on green belt grounds.</i>

22. FINANCIAL MATTERS

a) To approve the payments listed below:

BACS	A Jones	January and February Salary	£1,109.46
BACS	HMRC	January and February PAYE	£ 277.20
BACS	Magdalen Laver Village Hall	Hall Hire 12 th March 2024	£ 22.00
BACS	EALC	Councillor training Nov Cllr Day & Cllr Offord (note Bursary applied for and 75% of cost will be refunded)	£720.00 (£120.00VAT)
BACS	A Jones	March Salary (post dated 31 st March)	£554.73

BACS	HMRC	March PAYE (post dated 7 April)	£138.60
BACS	A Jones	Reimb expenses: £59.99 The Defib Pad – Batteries Defib Moreton £129.99 - Home Office Jan, Feb, Mar	£189.98 (£10.00 VAT)

b) To NOTE the Bank Balances as at 29th February 2024:

Balance per bank statement as at 29 th February 2024	£	£
Unity Deposit Account	31,439.98	
Unity Current Account	2,132.23	
		33,572.21
Less: Any un-presented cheques at 29 th Feb 2024	0.00	
Add: Any un-banked cash at 29 th Feb 2024	0.00	
CASH BOOK		
Opening Balance 1 st January 2024	35,671.18	
Add: Receipts to 29 th February 2024	0	
Less: Payments to 29 th February 2024	2,098.97	
Balance (receipts and payments book) as at 29 th February 2024		33,572.21
<i>Deposit Account £31,439.98</i>		
<i>Current Account £2,132.23</i>		

23. ITEMS FOR NEXT MEETING

To suggest possible items for the next agenda.

24. DATES AND LOCATIONS OF NEXT MEETINGS

- Tuesday 14th May – Moreton Village Hall – Annual Meeting (time TBC)
- Tuesday 9th July – Magdalen Laver Village Hall
- Tuesday 10th September – Moreton Village Hall
- Tuesday 12th November – Moreton Village Hall
- Tuesday 10th December - Christmas lighting and open meeting – Moreton Village Hall