

MORETON, BOBBINGWORTH AND THE LAVERS PARISH COUNCIL

Clerk: Mrs Adriana Jones

Email: clerk@mbldparishcouncil.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 November 2024 at 7.30pm at MORETON Village Hall.**



Adriana Jones
Parish Clerk and RFO
6th November 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 10th September 2024 meeting 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
- d) Parish Councillor Reports
- e) Police reports

7. CONSULTATIONS

- a) **Remote Attendance and Proxy Voting** - The Government is currently consulting on possible changes to legislation to allow remote attendance at meetings of Parish Councils in certain circumstances, as well as proxy voting. Councillors are asked to **CONSIDER** if the Parish Council should respond to this consultation. The deadline for responses is 19th December. This has also been emailed out to Councillors as they are able to comment individually.

- b) **Essex Highways User Survey 2024/2025** – Feedback to enable ECC to prioritise services going forward. Deadline for responses 11th November – emailed out to Councillors and placed on social media.

8. WHITE HART, MORETON

To receive an update following the recent event at the White Hart, Moreton, which caused a nuisance for a number of residents in the village, and was out of the permitted licenced activities.

9. PUBLIC RIGHTS OF WAY (PROW)

To **NOTE** the following:

- **Informal consultation Footpath 23 Bobbingworth** – Details emailed to Councillors, with no objections being received to the proposal. Clerk responded to ECC advising no objection.
- **To receive an update on any outstanding footpath issues / matters in the Parish** – There were three outstanding issues reported at the last meeting as the Clerk had been unable to find them on ECCs Track it tool. After raising an enquiry with ECC, they responded advising that there was ‘a technical glitch with their system that has now been fixed, and regarding the queries the PROW Officer raised the matter with the landowner and the crops were confirmed cleared from the paths. They were reminded of their responsibility to reinstate the paths in a timely manner each year.’ It is suggested that should there be similar issues in the future, Councillors complete a weekly inspection of any trouble areas so these can be monitored for action.

10. TREE PRESERVATION ORDER TPO/EPF/16/24

Councillors are asked to **NOTE** that the Clerk has received an unconfirmed copy of an order dated 1st November 2024 applying a TPO to 11 trees in the vicinity of Glenwood, Pedlars End. A copy of the map of this order is attached to the agenda.

11. COMMUNITY DEFIBRILLATORS

It was agreed in principle at the September meeting to purchase a defibrillator and cabinet for the Little Laver phone box, however in the first instance the Clerk would try and source some funding for this with an update to be provided at this meeting. The Clerk can confirm she has secured £1,000 in funding as follows:

- £500 - EALC Microgrant Fund
- £500 - ECC Cllr Jaymey Mclvor Members Fund

Councillors are now asked to **AGREE** to the purchase of a defibrillator and cabinet for the Little Laver phone box, as well as a new Cabinet for the Moreton defibrillator. The cost of the Little Laver defibrillator and cabinet is £1,415, with a further £474.99 for a new cabinet for Moreton. After these have been purchased, the Chairman will make arrangements for the relevant electrical connections to be completed, and ‘The Circuit’ national system updated.

12. EPI-PENS (adrenaline auto-injectors)

As agreed at the September meeting, the Clerk has looked into the provision of Epi-Pens in public places. In late 2021, a report from the independent advisory body The Commission on Human Medicines recommended that EpiPens and other adrenaline auto-injectors be placed in public places, such as restaurants, in the same way that defibrillators are installed for public use. However the Government advised that a public consultation will be needed before a decision can be made on the wider availability of adrenaline auto injectors in public places, along with legislative change. This consultation has not yet taken place.

13. SCHOOL PARKING / TRAFFIC

As agreed at the September meeting, the Clerk contacted the head of Matching School regarding the process they have in place regarding school drop off. The school Head provided the Clerk with a copy of the article which was included in the local magazine, and confirmed she had also provided this to the Moreton Head. The article stated the following:

‘We continue to review school processes to see if we can improve the impact traffic and parking have on the community. I introduced an instant drop off system in September, whereby children go straight into school to prevent traffic build up outside the school and to reduce pupil anxiety around transition. I hope this will increase traffic flow and prevent traffic build up as parents and carers are not expected to wait and that this will positively affect the community.’

As agreed, the Clerk also contacted both the Head of Moreton School regarding a number of matters, and the North Essex Parking Partnership, and will provide an update for Councillors at the meeting.

14. NEIGHBOURHOOD PLAN

As agreed at the September meeting, a full review of the Neighbourhood Plan has now been completed, resulting in a number of minor amendments. Attached to the agenda is a copy of the updated plan, and a

summary of the changes that have been made. Minor (non-material) updates to a neighbourhood plan or Order do not materially affect the policies in the plan or permission granted by the Order. A local planning authority may make such updates at any time, but only with the consent of the qualifying body (this Parish Council). Consultation, examination and referendum are not required in these circumstances. Councillors are asked to **CONSIDER** this review, and formally agree to submit the reviewed NP to EFDC to agree.

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

The Clerk has received communication, and has held a zoom meeting, with Rachel Fahie and Laura Atkinson (both Rural Housing Enablers at RCCE), and Nagasura Bacon (Development Manager Hastoe Group), with regard to possible opportunities for Rural Exception sites in the Parish. The Clerk will provide a further update at the meeting, and Councillors will be asked to **CONSIDER** any possible opportunities.

18. BUDGET / PRECEPT 2025/2026

The January 2025 Parish Council meeting will be mainly to address and agree the budget/precept for 2025/2026. Councillors are asked to advise the Clerk of any specific items they would like to be considered for budget, along with details and costings. These should be with the Clerk before 24th December.

19. REVIEW OF LOCATION OF POLLING STATION IN MORETON

Councillors will recall the recent consultation on the possibility of moving the polling location for Moreton to Fyfield Village Hall. The polling station at Moreton Village Hall had been assessed by EFDC as not being suitable, so it was proposed that the polling station would be combined with Fyfield. EFDC Cllr Balcombe has advised the Clerk that following the results of the consultation, the following issues had been raised regarding this recommendation.

- Too Far
- Not in the Parish
- Not suitable for anyone who does not have private transport.

Therefore, EFDC officers returned to Moreton to find an alternative venue. After carrying out a site visit to Moreton, Officers are now recommending the White Hart Pub, which has suitable facilities in a small room to the righthand side of the pub, is the proposed suitable alternative, and this change will be proposed in a report to EFDC Council expected in December.

20. 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) Councillor emails – Clerk still to action.
- c) PFCC Community Safety Briefing 3rd December – details emailed out to Councillors
- d) Training - Protecting Public Rights of Way and The Roles of Local Councils. Delivered online by The Open Spaces Society on 5th February 9.30am-1pm - Course Cost £80.00 + VAT.
- e) Another power cut since last meeting. UK Power Networks have confirmed they have asked their lead field engineers to investigate the Clerks email regarding the power cuts which have affected the area.
- f) Query about who is responsible for private or unadopted roads ('frontagers').
- g) Moreton School have agreed the children will create Christmas decorations to be placed on the Christmas tree this year. The Chairman will be collecting these from the school on 4th December, and arrangements will need to be made to place them on the tree.
- h) Clerk will be attending an EFDC Corporate Communications Team Peer Review on 4th December 2024 to provide feedback on EFDCs communications.
- i) EFDC Overview & Scrutiny Committee meeting of 29th October 2024 addressed appropriate scrutiny of Transport for London and the concerns affecting Epping Forest District Council. A copy of the report for this meeting can be found at <https://eppingforest.moderngov.co.uk/mgConvert2PDF.aspx?ID=120956>, and to view the webcast of the meeting, go to https://eppingforestdc.public-i.tv/core/portal/webcast_interactive/922208/start_time/190000

- j) Gateway signs Bovinger – no update at this time, however it should be noted that the LHP are not considering any further requests until at least May 2025, and possibly later. Clerk did contact Theydon Bois PC, and their gateway signs were obtained via the LHP process.
- k) Clerk continues to work on Facebook and enhancing the social media presence
- l) Thursday 8th May 2025 80th Anniversary of VE Day – keep on the agenda.

21. COMMEMORATIVE BENCH CAROL FOULSER

To receive an update on the commemorative bench for former Councillor Carol Foulser to be located in the grounds of Magdalen Laver Village Hall, together with agreeing plaque wording, costings and ownership. The Chairman will provide an update.

22. LOCAL COUNCIL LIAISON COMMITTEE / CLERKS FORUM

Councillors are asked to **NOTE** that nearly all the Clerks in the Epping Forest District have come together to express their concern at the lack of useful communication streams with EFDC, and how matters between District and Parish Councils can be better addressed. Attached to the agenda is a draft of a question which will be placed on the EFDC Local Councils Liaison Committee meeting for 21st November.

23. PLANNING

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

EPF/2127/24	Sunnyside Pt Os 956, Kents Lane, North Weald Bassett, Epping, CM16 6AX	Rebuilding to form 2 bed dwelling (revised application). https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000002zsFH
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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/1842/24 HH	Yew Tree Cottage, 7 Epping Road, Bobbingworth, Ongar, CM5 0DF	Proposed first floor extension to rear. No Objection (not contrary to NP)
EPF/1824/24LB and EPF/1813/24 HH	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Removal of previously installed, unconsented, roof lights, and Grade II listed building application for the same. No Objection (not contrary to NP)
EPF/1795/24 FULL	Chaseside, Harlow Road, High Laver, Ongar, CM5 0DR	Two storey side extension, ground floor rear extension and entrance canopy over front door. The Parish Council OBJECTS to this application on the basis of the plans being incorrect. The Block Plan provided does not show the large outbuilding located within the curtilage of the building, and as such the Parish Council is unable to determine how the proposed extension fit within the site itself. Correct plans should be submitted so a proper assessment can take place. The Parish Council would like to be reconulted on this application once the correct plans are received.
EPF/1902/24 HH	Fairways, Harlow Road, High Laver, Ongar, CM5 0DL	Covered BBQ Area No Objection (not contrary to NP)
EPF/1877/24 HH	Blossom Lodge, Maltings Farm, Maltings Hill, Moreton, CM5 0JY	Construction of outbuilding to facilitate home gym and home office No Objection (not contrary to NP)
EPF/1722/24 FULL	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.
The Parish Council OBJECTS to this application for the following reasons:		
1. It is contrary to the Moreton, Bobbingworth and the Lavers Neighbourhood Plan Policy MBL 1.1 Type, size, scale and design of new-build homes, which states that:		

- a. New build open market housing shall be for smaller dwelling units consisting of 1 or 2 bedrooms. In the case of proposals for 3 or more dwellings a limited number of dwellings providing 3 or more bedrooms may be acceptable. The two new properties are both 4 bedrooms, which is not acceptable.
 - b. New-build homes should be sensitively designed and sympathetic to their surroundings, including respecting the setting of any nearby designated heritage assets and the character and appearance of conservation areas, while not precluding modern, innovative architectural designs. The two new properties are located too close the boundary of Southern Cottage.
2. The potential relocation of spoil from the existing property will result in a recontoured area of land. There are no details provided regarding this, so we cannot establish the impact on the green belt. In addition, if the spoil is to be placed on this area of land, it should be included within the red line site boundary.
 3. The starting point is that the Construction of new buildings in the Green Belt is inappropriate, unless very special circumstances apply, or it falls within one of the exceptions. So far, no very special circumstances have been provided. In addition, there are no formal plans with scale bar included of the current dwelling or outbuildings elevations (required for validation), and the street scene images in the Design and Access statement also do not include scale bars. There is also no topography plan to clearly identify the difference in land heights for the different parcels of land. Without this, we are unable to clearly ascertain if the proposals comply with the Neighbourhood Plan policy MBL 1.4 Replacement dwellings within the Green Belt, as well as Local Plan policies DM4 Green Belt (C(iv)) and DM9 High Quality Design.
 4. The proposal suggests the removal of all the outbuilding on site (to allow the volume of the new buildings) along with the removal of the access to the horse equestrian facilities at the rear of the property. The site plan does not include details regarding the area at the rear, and as such it is not clear how access will be maintained to this part of the land, or what this additional area of land would be used for. If the intention is to continue with private equestrian facilities of the owner, how will this be accessed? These details are relevant, as the applicant is intending on using the volume from the equestrian outbuildings to permit the replacement building and two new buildings. The proposed replacement building is significantly larger than the current dwelling. Its replacement (justified by the applicant by the volume usage) should only be permitted if the equestrian use is to cease, as if not then the stabling would clearly still be required. The Parish Council would not support the 're-use of volume from current stabling', if the equestrian activities are to continue, as it would undoubtedly necessitate a future application for further stabling, resulting in a further impact to the greenbelt (Local Plan policy DM4 (C(iv)) also applies in this case).
 5. The average height of a single storey home is 4.5m, however the proposed height of the two additional properties is over 5.5m high, not including the chimneys. This is excessive.

The Parish Council is willing to attend a planning committee and exercise its right to address that committee.

EPF/1944/24 HH	6, Maltings Hill, Moreton, Ongar, CM5 0JY	Proposed new access to highway to provide additional off street parking No Objection (not contrary to NP)
EPF/1914/24 HH	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 No Objection (not contrary to NP)
EPF/2022/24 HH	Highfield, Moreton Road, Bobbingworth, Ongar, CM5 0LU	Retrospective application to retain roof lantern over prior approval rear extension. No Objection (not contrary to NP)

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

EPF/1760/24 CLD Proposed	Firs House, Moreton Road, Bobbingworth, Ongar, CM5 0LU	Certificate of lawful development for proposed construction of swimming pool building with gym, sauna and plant room. (not lawful)
EPF/1869/24 CLD Existing	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.
EPF/2136/24 CLD	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.

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

EPF/1412/24	Maple House, School Lane, High Laver, Ongar, CM5 0EE	Erection of oak framed garage and orangery to replace existing garage	Approve with Conditions - PC had no objection
EPF/1078/24	Partridge House, Harlow Road, High Laver, Ongar, CM5 0DL	Both homeowners work from home and require a shared , private and confidential office space to undertake business activities, calls and meetings. Plan is to erect a small garden office to facilitate both parties within the gardens of said property. Both h	Approve with Conditions - PC had no objection but raised issue of boundary anomalies,
EPF/1760/24	Firs House, Moreton Road, Bobbingworth, Ongar, CM5 0LU	Certificate of lawful development for proposed construction of swimming pool building with gym, sauna and plant room.	Not Lawful - PC not able to comments as CLD
EPF/1730/24	Shielings, Cross Lees Lane, Moreton, Ongar, CM5 0HX	Certificate of lawful development for a proposed detached garage.	Lawful - PC not able to comment at CLD
EPF/1487/24	3 Corner Cottages, Harlow Road, Moreton, Ongar, CM5 0LQ	Single storey rear extension	Approve with Conditions - PC had no objections
EPF/1731/24	Shielings, Cross Lees Lane, Moreton, Ongar, CM5 0HX	Replacement of existing conservatory with a single storey rear extension. Construction of new roof over existing dwelling conversion of garage to additional living space alterations to external facade and window and door openings.	Approve with Conditions - PC had no objection
EPF/1600/24	Farm Cottage, Ashlyns Lane, Ongar, CM5 0ND	Proposed rear additions; part replacement.	Approve with Conditions - PC had no objection

24. CHRISTMAS OPEN MEETING / LIGHTING OF THE TREE

Councillors are asked to note the arrangements for this years events which will take place on Tuesday 10th December, including:

- Chairman collecting decorations, and will erect the lights
- Clerk has contacted Michael Pether regarding the Chior – response expected early November
- Speakers for the event
 - *Wendy Cockbill (Senior Community Engagement Officer, Customer and Communities at EFDC) and Cath Honeywell (Ongar Community Champion) – talking about the Community Champion programme.*
 - *Margaret Gemmill (update on Moreton Village Hall)*
 - *Andy Stuart – Christmas Fable*
 - *Possibly PC Shepherd*
 - *General updates from PC, Accounts, District and County Councillors*
- Refreshments – Clerk will organise / Cllr Padfield will provide glasses, etc
- Other?

25. 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
BASCS	A Jones	Home Office April-Oct 2024	£303.31
BACS	Magdalen Laver Village Hall	July hire for PC meeting	£22.00
BACS	Val Evans	Internal Audit 2023/2024	£140.04
BACS	St Germain's, Bobbingworth	Grant towards grass cutting	£700.00
BACS	Moreton PCC	Grant towards grass cutting	£700.00
BACS	The Lavers PCC	Grant towards Grass Cutting (3 churches)	£2,100.00

b) To **NOTE** the Bank Balance and bank reconciliation as at 31st October 2024, as attached to the agenda.

- c) To **NOTE** that the interest rate on the deposit account reduced to 2.60% gross on 5th November 2024 (down from 2.75%).

26. ITEMS FOR NEXT MEETING

To suggest possible items for the next agenda.

27. DATES AND LOCATIONS OF MEETING 2025

Tuesday 14th January 2025 – Moreton VH

Tuesday 11th March – Magdalen Laver Village Hall

Tuesday 13th May 2025 – 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