



Theydon Bois Parish Council

Parish Office, The Village Hall, Coppice Row,
Theydon Bois, Essex CM16 7ER

Clerk to the Council: Mrs Jennifer Endean
Assistant Clerk to the Council: Mrs Julia Gale

Minutes of Community Liaison Committee Meeting Held on Tuesday 15th September, 2020 at 7:30pm via Zoom Video Conferencing

- **Councillors Present:** Cllrs Soutar (Chair) Gooch, Hannibal, Burn, Morton & Blake
- **Apologies for Absence:** None
- **Officers Present:** Jennifer Endean Parish Clerk & Caroline Carol, Finance Parish Clerk
- **Others:** None

1. **Apologies for Absence:** None
2. **Confirmation of Minutes of the meeting held on 17th July, 2019:** approved
4. **Matters arising from the previous minutes:** None.
5. **Disclosure of Interests with regard to items on the Agenda:** None
6. **Public Participation session with regards to items on the Agenda:** None
7. **Green Glade Garden**

Cllr Soutar confirmed that on Friday 28th August she hand delivered 25 surveys to the residents of Green Glade. These residents which received the letter lived in the houses that overlook the roundel. The deadline for their responses was Friday 18th September. So far, we had received 2 responses from the residents. One emailed their concerns about the ongoing maintenance of the proposed garden and the other voiced their concern over a telephone conversation with the office that benches would encourage undesirables late at night.

Cllr Gooch is awaiting confirmation from his sister whether Caple Manor Collage can be involved in the project. It was hoped that Capel Manor would be able to use the Roundel as a project and the students could design the garden and provide the labour free of charge. Capel Manors would benefit from PR as we would put an article in the Village News and possibly a plaque at the garden.

Cllr Morton spoke of the flower garden he had enjoyed in Roding. He would like to see the flower garden have a similar focal point with fencing and a gate around the boarder.

Cllr Burn spoke about the order of 2 new trees with EFDC that had been already placed. These may arrive this Autumn, if not it would be worth allocating space for them in the design.

The next step is to measure the roundel and plot out the position of the current trees. Cllr Soutar and Cllr Morton would meet to measure up and would like to speak to Peter's sister to discuss ideas and get guidance. A reply to be sent to the resident that emailed their concern over maintenance.

8. Christmas in Theydon Bois

Cllr Soutar gave an update on correspondence with Jennifer Endean and Aylesford Electrical.

Cllr Hannibal expressed his experience of lights in the Village and how great it would be to install more of the trees above the shops.

It was agreed by all that the lighting of the Christmas tree outside the Bull Pub would be too expensive and vulnerable to getting damaged from passing lorries. Everyone agreed on the idea of adding small trees above the shops. This was the small parade of shops along from Tesco's to Greens Butchers etc. Also agreed on installing trees above the florist and bagel shop etc. Permission letters to the landlords to go out ASAP. Arrange a meeting with Aylesford Electricals to run through numbers and logistics of additional trees.

Carol Service

Ideas were discussed around having a Carol Service in the Village Hall Car Park, Covid restrictions may affect this. Hopefully at the next meeting we will be able to know more about government restrictions and plan for this event. Ideas to spoken were to include a brass band, providing mulled wine and mince pies, the choir singing and working closely with John Fry the Vicar.

9. Covid Second Wave

It was decided that we would still like to create an information leaflet for vulnerable residents if a second lockdown happened. Budget agreed at Full Council for this was £3000. The Clerk with the help of Cllr Morton will collate a list of local services available for residents. Also, to liaise with Sue Sowerby and EFDC about services available.

10. Any Other Urgent Business for report (without decision)

None.

12. Date of next community liaison meeting

To be arranged

Cllr Soutar closed the meeting at 20:43

Signed by Clerk--/--/-

Signed by Chair Cllr Beverly Soutar--/--/--