



Theydon Bois Parish Council

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

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

Minutes of the Annual General Meeting of the Council held at the Village Hall 8pm on Thursday 26th May 2022

- **Councillors Present:** Cllrs Purkiss (Vice Chairman), Blake, Burn, Cowup, Gill, Hannibal, Morris, and Wood.
- **Officers Present:** Julia Gale (Deputy Clerk and Responsible Financial Officer) and Jane Sounes (Planning Clerk)
- **Members of the Public:** The meeting was attended by 5 members of the public.

Cllr Purkiss invited PC Andy Cook to address the meeting:

Pc Cook informed the meeting of the crime figures for last month.

Car Crime – 2 stolen cars, 2 thefts from motor vehicles, 1 attempted theft of a motor vehicle, 1 theft of plant machinery from Abridge Road.

14 incidents, 11 recorded crimes. Fly tipping in cemetery.

PC Cook stated that he had reported the Fly tipping on TFL property next to the Old Foresters site and has a reference number from British Transport Police.

He suggested that the Parish Council contact Epping Forest District Council (EFDC) to see if they can help with cameras on this part of Station Hill as part of their Safer Streets Partnership.

1469. Election of Chairman

Cllr Hannibal nominated Cllr Gooch for appointment to the position of Chairman, seconded by Cllr Blake There being no other nominations, it was unanimously agreed by the Parish Council that Cllr Gooch be elected to the position of Chairman for another year. It was agreed that the Declaration of Acceptance of Office would be signed later.

1470. Election of Vice Chairman

Cllr Morris nominated Cllr Purkiss for appointment to the position of Vice Chairman Cllr Blake seconded. There being no other nominations, it was unanimously agreed by the Parish Council that Cllr Purkiss be elected to the position of Vice Chairman for another term.

1471. Apologies for Absence: Cllrs Gooch, Amos, and Morton.

1472. To discuss and approve membership of Committees.

Finance and General-Purpose Committee

Councillors continuing their seats on this Committee are Hannibal, Gooch, Amos, Blake, Burn, Wood and Cllr Purkiss, making 6 Councillors in total within this Committee.

Planning Committee

Councillors continuing their seats on this committee are Gooch, Burn, Hannibal, Wood, Amos, Blake, Morris and Morton. Making 8 Councillors in total within this Committee.

Cemetery Committee

Councillors Purkiss, Amos, Morris and Gill are continuing their seats on this Committee with the addition of Cllr Gooch. Making 4 Councillors in total within this Committee.

Allotment Committee

Councillors Gooch, Purkiss and Gill and Volunteer Mrs Soutar.

Community Liaison Committee

Councillors, Blake, Cowup, Morris and Morton wished to continue their seats on this Committee, Making a total of 4 Councillors within this Committee.

Highways and Environment Committee

Councillors Purkiss, Gooch, Cowup, Gill and Morris. Making 5 Councillors in total within this Committee.

Other Responsibilities Discussed:

Health & Safety -	Parish Clerk
Bank Signatories -	Cllrs Peter Gooch, Mike Hannibal, and Anthony Purkiss
Complaints -	Cllrs Mike Hannibal, Peter Gooch, and Linda Blake
Transport Rep -	TBA
Health/GP Liaison -	Cllr Clive Amos
Police Liaison -	Cllr Anthony Purkiss and Cllr Peter Cowup

Councillors Representing the Parish Council on External Bodies:

Buxton Trust -	Cllr Anthony Purkiss
Local Council Liaison: Epping Forest	
Branch of the EALC -	Cllr Anthony Purkiss; Cllr Elizabeth Burn
National Playing Fields -	Cllr Mike Hannibal
Theydon Newsdesk -	Cllr Elizabeth Burn, Parish Clerk
Theydon Bois District and Rural	
Preservation Society -	Cllr Anthony Purkiss
Tree Strategy -	Cllr Anthony Purkiss; Cllr Elizabeth Burn
United Charities -	Cllr Mike Hannibal
Village Association -	Cllr Peter Gooch and Cllr Peter Cowup.
Youth and Community Trust	Cllr Peter Gooch

1473. To discuss & approve the Minutes of the Last Full Council Meeting held on Thursday 28th April 2022.

APPROVED.

1474. Disclosure of Interests with regard to specific items on the Agenda (existence of any Disclosable Pecuniary Interest, or existence and nature of Other Pecuniary Interest or a Non-Pecuniary Interest). The Council has adopted the Essex Public Law Partnership Code of Conduct.

Cllr Morris disclosed his interest with regards to item being discussed pertaining to the CCTV budget.

1475. Public Participation session with regard to Specific Items on the Agenda:

NONE

1476. Clerks Report

1. We have had a request for support for tree planting on the green to commemorate the Queen's Jubilee. There is a scheme called "Plant a Tree for the Jubilee" being coordinated by the Woodland Trust. The residents have asked the City of London for permission to plant a tree on the Green. They have been advised that the COL are looking into planting trees and are searching for suitable locations, they will let us know when they have decided where this will be.
2. Several residents complained when the cemetery gates were left locked two days last weeks due to a misunderstanding between the volunteers who open and close the gates in the morning and evenings. The gates were then opened and the residents advised.
3. We have had several complaints from cemetery users about dog walkers. One lady said that she was verbally abused by a dog walker who thought she was filming her, when she was filming a grave for a relative abroad. She also noticed that someone had allowed their dog to foul the memorial garden and hadn't cleared up after them.
4. Our Community Champion Sue Sowerby contacted the office to advise that ECC have a community fund for local charities which is available with grants of £300-£1000, if anyone has any suggestions for local groups that could benefit.
5. We have had a notification from EFDC and ECC about possible boundary changes in the county. They want feedback on the proposals. This has been sent out to all Councillors and will be discussed at the June Planning meeting and will be on the Full Council agenda for June.
6. The Vicar has invited the Parish Council to Join St Mary's for a special service to mark the Queen's Jubilee on Sunday 5th June at 10.30am.
7. The June edition of Village News will be a Jubilee Edition. Jim Watts is on holiday, so Tony Ames has asked that all those people attending the Jubilee Events in the village take photos and submit them to him for inclusion in the June edition. Also, could a someone volunteer to write up an article to go with the photos.
8. EFDC would like to invite all Parish Councillors within the District of Epping Forest to attend a **Zoom briefing on 8 June 2022 between 6:30pm and 8:00pm** to contribute to the stage 2 consultation the Draft Housing Strategy 2022-2027. They hope someone can attend and take part in the live briefing and discussion.

1477. Finance and General Purposes Committee

1478.1 To Approve payments made since the last meeting. APPROVED

1478.2. To Approve Accounts for year ended 31st March 2022.

Unanimously accepted.

1478.3 To note the internal auditors report.

Noted.

1478.3. To Receive and Approve Sections 1 and 2 of the Annual Return for the Council year ended 31st March 2022.

Cllr Purkiss signed Section 1 (Annual Governance Statement)

Cllr Purkiss signed Section 2 (Accounting Statements) of the Annual Return (AGAR) for the Council for the Year ending 31st March 2022.

1478.4 Discuss and agree an increase in CCTV budget for coming year.

It was decided that the budget for the Piercing Hill Camera move would be considered a project and the budget for this of around £3000 would be drawn from reserves - Cllr Morris abstained from voting due to his pecuniary interest in this matter.

1478.5 CCTV Policy update. To review and approve the revised CCTV Policy.

The CCTV Policy and Code of Conduct was agreed in Principle unanimously, subject to Cllr Gooch checking this on his return. It was decided to look at more noticeable signage around the village.

It was also decided to ask for a Memorandum of Understanding with the Village Association regarding Data Sharing.

1479. Planning Committee Report Annual Report

Since the time of the Parish Council's AGM in May 2021, 122 Planning Applications were registered with Epping Forest District Council ('EFDC') this year, of which 120 were determined within the same period. All applications were viewed by the Planning Committee, in line with their regular meetings, which usually take place every two weeks.

Of the abovementioned proposals, 64 full planning applications were approved by EFDC, with 28 refused. 9 Certificates of Lawful Development were granted, whilst 6 were found not to meet the relevant criteria. The number of Prior Approval applications approved was 5, with a further one refused. Requests for work to Preserved Trees also numbered 6 granted, with one refused. Four Planning Appeals were determined, with 3 Dismissed and one Allowed.

Overall, whilst the number of appeals remained similar to those in previous years, there was a notable increase in the percentage of applications refused by officers at EFDC, under delegated powers, indicating that compliance with Local Plan Policies is a key consideration for all applicants; a number of whom then saw proposals approved once revisions had been made. Green Belt policies are often more restrictive than those within the urban environment and the Planning Committee has continued to express concern whenever it is perceived that 'inappropriate development' could impact on the openness of the natural environs around the village.

Additionally, the Committee took into consideration public concerns regarding a proposal for a new 5G Telecommunications Mast outside the Primary School (which was refused by EFDC) and continues to recommend Conditions to manage proposals for outbuildings within residential curtilages, in order to avoid adverse impact on neighbour amenity. Enforcement issues, particularly in relation to unauthorised development within the Green Belt, continue to be a concern, and led to a number of enquiries made to EFDC, who served more notices this year, with two appeals now outstanding.

The Planning Inspectorate's Final Report on the Epping Forest District New Local Plan (2011-2033) has not yet been issued, although a new Inspector has recently been appointed to complete the process. In September 2021, the Parish Council returned detailed comments on the 'Main Modifications' to that Plan, as relevant to Theydon Bois, along with comments on the 'Green Infrastructure Strategy' and the 'Interim Air Pollution Mitigation Strategy'. We also responded to consultations on EFDC's updated 'Local Enforcement Plan', as well as its 'Sustainability Guidance for Extensions and Refurbishment Projects'. Four members of the Planning Committee, and our Planning Clerk, attended the 'Planning Development Management' and 'Planning Enforcement' training courses hosted by EFDC. In this way, the Committee continues to encourage and support an active interest in planning matters and the preservation of the Green Belt and the green environs of the village.

Cllr Burn, as vice chair of the Planning Committee, also added the following acknowledgment to the Annual Report, in recognition of the significant contribution made to planning matters within the village by our previous Ward Councillor, Cllr Sue Jones, who represented Theydon Bois over 12 years on the District Council. A former chair of both the Planning Committee, and Parish Council, in Theydon Bois, Sue's hard work and commitment led to her appointment as Chair of Area Planning Sub-Committee East at EFDC and, in the past two years, the Chair of the District Development Management Committee. Always willing to listen to the views of local people, her knowledge of planning matters has been second to none. We are fortunate to have had a strong advocate to assist us in preserving both the character of the village and its Green Belt, and to ensure that the views of our residents have been afforded an effective voice at EFDC.

1480. Highways and Environment Committee

Highways - Cllr Purkiss informed the meeting that Russell has cleaned road signs in Piercing Hill and moved the arms of the signposts into the correct place.

Ditches have been trimmed by Thornwood Grounds Maintenance (TGM) on the Green.

Negotiations are ongoing with Harringtons to arrange for new kerbing in Baldocks and repairs to potholes in the village.

The Parish Council storage shed has been cleaned out recently by Cllr Cowup and his son. Cllr Purkiss arranged for TGM to clear the area behind the Shed to allow for the salt bags to be stored there.

A cage lorry that had been illegally parked in Forest drive for several days was reported to the police and was eventually ticketed by them. The lorry has now left.

It was noted that North Essex Parking Partnership (NEPP) have been burning off the red lines in High beach and that the consultation regarding the re-instatement of the ETRO in Epping Forest starts now and finishes in December. The City of London are aware of the scheme but are not supporting it this time.

There were objections from the Rural Preservation Society and the Parish Council last time.

Cemetery – there has recently been a fly tip of wooden pallets, these have now been cleared. There is also evidence of a rough sleeper in the bus shelter. The police have been informed.

It is intended that a Cemetery meeting will be held in the next few weeks.

1481. Community Liaison Committee Annual Report.

As Cllr Morton is on holiday, Cllr Cowup gave the update.

The focus of everyone has been the upcoming Queen's Jubilee celebrations.

Everything is in place.

Monday – collection of equipment from Scouts. The Parish Council are grateful to the scouts for the loan of their equipment.

Tuesday – Volunteers briefing in the village hall for the 25 volunteers.

Wednesday/Thursday – set up.

Cllr Cowup thanked Cllr Gill for the loan of his gas cylinders for the beacon lighting.

Planters – the same businesses in Forest drive have been approached to water the planters as last year.

1482. Any Other Urgent Business for report (without decision)

Please note that no decisions can be lawfully made under this item. The Local Government Act 1972 section 12 10 (2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for decision: **NONE**.

1483. Public Participation session - Open forums for members of the public to voice their views or make suggestions on any other Council Business or matters of local importance:

Resident asked about the route of the vintage bus on Jubilee Day. Bunting has been put up across the roads. The council acknowledged that the bunting will probably be too low for the bus and that a notice would be put out on social media and on the website to advise people and ask them to ensure that bunting is put high enough.

Cllr Purkiss closed the meeting at 9.27 PM

Signed:

Cllr Peter Gooch

Chairman

Dated: 30/06/2022