



# 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 Full Council Meeting of the Council held at the Village Hall 7:30pm on Thursday 29th June 2023

**Councillors Present:** Cllrs Gooch (Chairman), Purkiss, Hannibal, Blake, Burn, Cowup, Gill, Morris, Morton  
and Wood.

- **Officers Present:** Jennifer Endean Parish Clerk
- **Members of the Public:** The meeting was attended by 9 members of the public.

**1643. Apologies for Absence.** Cllr Amos. Cllr Wood apologies for lateness.

**1644. To discuss and approve the minutes from 25<sup>th</sup> May 2023.** **Approved.**

**1645. 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 Essex Public Law Partnership Code of Conduct. **None.**

**1646. Public participation session with regard to specific items on the Agenda.** **None**

**1647. Police report.** **None.** PC Andy Cook is on annual leave.

### **1648. Clerks Report.**

The new café in Forest Drive 'Nonna Lia' has a closed sign on the window. We do not have any information on this. We have received a CCTV request from an insurance company for a road traffic accident along Forest Drive. Police were seen on Piercing Hill undertaking speed watch.

**1649. Reports from Parish Representatives on outside organisations.** **None.**

**1650. Reports from District and/or County Councillors'.** **None.**

**1651. Finance Committee.**

**1651.1 To approve the payments made since the last meeting.** Cllr Hannibal notified the Council of an error. 'Precision Pro' had invoiced the Parish Council instead of The Village News Magazine. This invoice would not be paid. Other than that, all invoice approved.

**1651.2 Approval of the Council's Accounts for the year ended 31<sup>st</sup> March 2023. Approved by show of hands.**

**1651.3 To note the internal Auditor's report. Noted no questions raised.**

**1651.4 To receive and approve Section 1 (Annual Governance Statement); Document Approved by show of hands and signed by Chairman and Clerk.**

**1651.5 Section 2 (Accounting Statements) of the Annual Return (AGAR) for the Council year ended 31<sup>st</sup> March 2023.**

Noted that PKF Little John LLP had already been notified of an error with one of the figures. They advised that we corrected the figure to say balance brought forward from 2022 should say £237111. This was edited and was signed by the Chair and Clerk in front of the Council. **Document Approved by show of hands and signed by Chairman and Clerk.**

**1651.6. To Approve in principle the payment of insurance for the Theydon Bois Playground.** Playground Committee member Shelley Dix attended the meeting and spoke about the financial limitations surrounding fund raising. The full Council supported the decision to pay the insurance for the playground and would like to be circulated their annual finances when they are submitted to the Charity Commission. **Agreed**

## **1652. Planning Committee.**

**1652.1 To receive an update on planning matters since the last meeting.**

Cllr Burn provided the following update:

Since the previous Full Council meeting, and Annual General Meeting, of the Parish Council in May, the Planning Committee has viewed nine applications, including one 'approval of details' for a development already granted by Epping Forest District Council ('EFDC').

Of these applications, objection was raised with respect to a loft conversion of a bungalow, where the proposed roof form was felt to be unsympathetic to the character of the original dwelling, whilst an unsatisfactory parking arrangement, proposed to the front of a detached house, also resulted in objection from Essex Highways (this aspect of the development then being refused by EFDC).

A detailed appraisal was made with respect to plans, submitted by McMullen's, to increase the outdoor seating area of the Queen Victoria Public House, where the primary concerns related to the addition of outbuildings and festooned lighting, which were perceived to have an adverse impact on the character of the Grade II Listed Building, a potential increase in noise levels, given the close proximity of residential dwellings, and the loss of adjacent parking spaces.

As included on this evening's Agenda, the Parish Council received notification of the recent Community Consultation re. the North Weald Masterplan site. A number of public exhibitions have already taken place, for local residents, with feedback to EFDC invited until Friday 30th June 2023.

Finally, after the removal of circa. 20-25 trees around the Balti House, in Station Approach, EFDC has issued a Tree Protection Order ('TPO') in order to preserve the remaining large specimen Ash tree in the front western corner of the plot. This site is allocated for re-development in the Epping Forest District New Local Plan (2011-2033), but no further details are available at present.

To Note: A Community Consultation on the 'North Weald Masterplan Site' (as allocated within the Epping Forest District New Local Plan, 2011-2033). The relevant background information can be located via the following link on EFDC's website, as follows: Community Consultation for North Weald Masterplan - Epping Forest District Council ([eppingforestdc.gov.uk](http://eppingforestdc.gov.uk)) EFDC is inviting feedback until Friday 30th June 2023.

**1653. Highways, Cemetery and Environment Committee.**

**1653.1 To receive an update on Highways, Cemetery and Environment matters within the Village.**

Further ongoing discussions with Cllr Lee Scot regarding the kerbs in Loughton Lane.

A number of drains have been cleared in the Village.

Cllr Holly Whitbread has been given a new appointment as “Special Lead Member for Highways Strategy and Communication”

Discussions around the ha-ha at the Cemetery continue.

**1654. Community Engagement Committee.**

**1654.1 To receive an update on Community Engagement matters within the Village.**

Cllr Morton - Theydon Bois Open Gardens took place on Sunday the 18<sup>th</sup> of June. The event was a great success, despite the bad weather forecast and Central Line being closed the event raised over £2,000 for St Clares Hospice.

Litter picking is trying out a later start time of 10:30am on the first Saturday of the month.

**1654.2 To receive an update on the Emergency Plan.**

Cllr Cowup - The article was published in the Village News this month asking for volunteers. The committee will be meeting on Monday 3<sup>rd</sup> July with Lisa Lipscombe from EFDC to discuss how we move forward.

**1654.3. To approve the Village Christmas tree cost of £3,745 excluding VAT. [Approved.](#)**

**1654.1 To receive an update on Community Engagement matters within the Village.**

Theydon Bois Open Gardens event took place on Sunday 18<sup>th</sup> June and despite the weather over £2000 was raised for St Clare’s Hospice.

**1655 Any Other Urgent Business for report (without decision). [None](#)**

**1656. Public Participation session with regard to items of interest to the Parish.**

A resident reported their concerns that they had read a Facebook article about a 97-year-old resident that was left exhausted, sitting on a bench for 2 hours after having a failed attempt to visit the Limes Medical Centre.

A resident asked if the Parish could please write a letter to TFL requesting the station toilets be re-opened for the public.

A resident noted that Frank Fosters care home should be acknowledged for their attractive shrubs/flowers they had planted.

A resident was concerned that the tress along the Avenue of Tress were hanging low along the path and interfering with head height.

**Meeting closed at 9:03pm**

Signed: .....  
Cllr Peter Gooch  
Chairman

Dated: 27/07/2023