



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 30th November 2023

Councillors Present: Cllrs Gooch (Chairman), Purkiss, Amos, Blake, Burn, Cowup, Gill, Hannibal, Morris.

- **Officers Present:** Julia Gale Deputy Parish Clerk
- **Members of the Public:** The meeting was attended by 2 members of the public.

Cllr Gooch asked everyone to stand for 1 minute silence in memory of Cllr Annie Wood who sadly passed away recently.

Cllr Wood was elected to the Parish Council in 2010 and served on many committees including Planning and Finance.

1687. Apologies for Absence. Cllr Morton.

1688. To discuss and approve the minutes from 26th October 2023. **Approved.**

1689. 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.**

1690. Public participation session with regard to specific items on the Agenda. **None**

1691. Police report.

PC Cook did not attend.

1692. Clerks Report.

Email from EALC. Next year is 80 years since D-day. They are asking communities to celebrate this event. They are lighting beacons at 9.15pm on 6th June and suggest that communities use the Queens jubilee beacon. They are also inviting churches to ring their bells at 6.30 on 6th June. [Community Engagement Committee to look at this.](#)

Complaint from resident about The Limes Medical Centre. She was told she needed an ECG, but she rang the surgery 7-times in 2 days and could not get through. She knew we had been asking for people's experiences in the past and wanted us to know. [Send a letter to The Limes asking for information, specifically, why patients are being sent to North Weald. Ask for a regular service at the Theydon Surgery.](#)

The Local Government Boundary Commission has published its draft recommendations. They have been sent to every Councillor today. You can comment on the proposals on the website.

Play in the Park. EFDC are asking if we are interested in sessions at Easter. [The Council decided that due to the weather we would not be interested.](#)

1693. Reports from District and/or County Councillors'.

Cllr Amos reported from Epping Forest District Council (EFDC)- Planning meetings are regularly being cancelled, hopefully they will all be going ahead for the month of December.

Budget meetings are ongoing.

1694. Reports from Parish Representatives on outside organisations.

None.

1695. Finance Committee.

1695.1 To approve the payments for November. [Approved.](#)

Cllr Hannibal advised that a Finance meeting will be held on 11th December to finalise the budget, and this will be taken to the Full Council Meeting in January.

Terms of reference for all committees will be updated in January as will all Finance Standing Orders and Regulations. All policies will then be up to date, except Media which was updated earlier this year.

1696. Planning Committee.

1696.1 To receive an update on planning matters since the last meeting.

Cllr Burn gave a report:

Since the previous Full Council Meeting on 26th October 2023, the Planning Committee has considered 8 planning applications, to which it returned three objections, four no objections, with a further one 'noted'. Applications to which objections were raised related to:

The further extension of a former bungalow, that was felt to be overly dominant; a new vehicular access in Dukes Avenue, that would compromise the longevity of verge trees; and external works to the Queen Victoria Public House, which were felt to be detrimental to the character of the Grade II Listed Building. The first two proposals have recently been refused by officers at EFDC.

Essex Highways Authority has assessed the development proposal for 38 new dwellings at 'Land North of Forest Drive' and has viewed it as not likely to be detrimental to highway safety or efficiency. However, the Authority would require an extension to the existing 'no waiting at any time' Double Yellow Line restriction, from the junction with Dukes Avenue to the northern end of Forest Drive.

Since the last Full Council Meeting, the Parish Council has also received notification of a planning appeal relating to the use of an outbuilding, in the Green Belt, as a dwellinghouse. A previous planning appeal, relating to the same property, was recently withdrawn.

Three further appeals have also been determined, with a proposal for extensions to a dwelling in Morgan Crescent dismissed by the Planning Inspectorate, whilst a proposal for alterations to a front boundary treatment, and those to an existing annexe, respectively, were both allowed, but made subject to a number of Conditions which have been applied to the grants.

1697. Highways, Cemetery and Environment Committee.

1697.1 To receive an update on Highways, Cemetery and Environment matters within the Village.

Cllr Purkiss gave an update:

Sections of the Abridge Road and Piercing Hill have been flailed and the pathway cleared between Thrifts and the Cemetery by Thornwood Grounds Maintenance.

Two sections / chases of roadway in Orchard Drive and Graylands have been re-instated by Harringtons.

Cllrs Purkiss and Gill had a Team meeting with Cllr Tom Cunningham, Cllr Holly Whitbread, and an Essex Highways Officer about the proposed improvement works in Loughton Lane . Through the offices of Cllr Cunningham - Essex Highways have agreed to commit funds to the project along with an injection of £28,000 by the Parish. Works are due to be started in the early part of the New Year and will extend from the Green to Graylands with a deeper section of kerb and re-instatement of the footway with tactiles outside Frank Foster House and the junction of Hornbeam Road. Traffic Management will be in place with restricted hours working.

Cllr Purkiss advised that he has arranged for the grass verges to be cut in Piercing Hill and liaised with the Golf Club for them to arrange for the boundary hedge to the golf course to be cut at the same time.

The footpath on the Green between the post box at the junction of the Green with Poplar Row and Theydon Park Road to the end of "Green View Cottages" was agreed to be re-instated at a cost of £14,500 plus new additional wooden edgings where needed by Harrington Brothers in the New Year.

Agreed a new CCTV Camera for a position in Forest Drive to replace the old one at a cost of £696.

The Parish have applied to the UK Shared Prosperity Fund for funds to go towards the reinstatement of the Water Fountain removed in late 1950's on the top Green in conjunction with the City of London if approved - otherwise other sites in the Village will be taken into consideration.

Cllr Gooch advised that the Parish Council may have to get formal planning permission for the proposed Ha-ha in the New Cemetery as it may be deemed a "new wall" and construction in the Green Belt

1698.1 To receive an update on Community Engagement matters within the Village.

Cllr Gill updated the meeting:

It was a successful Christmas Market. The Debrief was tonight before this meeting. A few things noted for next year. The charity collection went well.

The Repair Café had another session A lot of people attended the Community Cuppa Christmas party. It was good to see residents from Frank Foster at the party. A new grant has been awarded from the Community Fund for the Repair Café.

The next one will be Tuesday 12th December.

The Emergency Plan has been finalised.

The Main plan, aide memoir, and explanatory note have been circulated to all Councillors.

It has been approved by Lisa Lipscomb, Emergency Planning officer at EFDC.

[Update emergency plan with Ivan \(John Pollack\) contact details.](#)

[Add Phil Simmance to contact list.](#)

Emergency Response Coordinator – Peter Cowup

Deputy Response coordinator – Pat Gill

Volunteer Coordinator – Clive Amos

Deputy Response Coordinator – Linda Blake

[Add City of Loughton to list of contacts and](#)

[Davenant School, the churches, golf club.](#)

[Add Tesco.](#)

A volunteer training early session will be offered in February/March 2024 and delivered jointly by Cllr Cowup and Lisa Lipscombe.

Cllr Cowup suggested another article in the Village News to push for volunteers, with a date for training to allow for further volunteers to come forward.

Cllr Hannibal offered thanks to Cllr Cowup for his hard work on the Emergency Plan.

1699 Any Other Urgent Business for report (without decision).

None.

1700. Public Participation session with regard to items of interest to the Parish.

A resident raised the matter of the men’s toilets at the station – the men’s toilets has a leaking roof.

Ladies’ toilets is now unisex.

A resident raised the matter of the building site at Number 2 Dukes Avenue. Cllr Gooch agreed to contact Arra homes – asking for an update .

A resident stated that the Royal Mail now only deliver post once a week.

Meeting closed at 8.55 pm

Signed:
Cllr Peter Gooch
Chairman

Dated: 25/01/2024