



Theydon Bois Parish Council

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

Clerk to the Council: Mrs Julia Gale
Assistant Clerk to the Council: Mrs Sarah Gysbers

Minutes of the Full Council Meeting of the Council held at the Village Hall 7:30pm on Thursday 27th June 2024

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

Officers Present: Julia Gale, Clerk to the Council

Members of the Public: The meeting was attended by 6 members of the public.

1748. Apologies for Absence. None

Cllr Gooch opened the meeting by noting the sad passing of Richard Risdon. A real gentleman and village stalwart who helped at the litter pick every month.

1749. To discuss and approve the minutes from 16th May 2024. [Approved.](#)

1750. 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](#).

1751. Public Participation session with regard to specific items on the Agenda. [None](#)

1752. Police report from PC Cook.

April 2024 - to date

3 thefts from motor vehicles – all number plates stolen.

1 theft of motor vehicle – Dukes Avenue

1 burglary from shed – allotments.

1 damage to motor vehicle.

Arson in Forest Drive.

1 fight at the Bull after the England game. CCTV footage supplied by the Parish Office.

7.37pm Cllr Burn arrived- apologies for lateness.

A member of the public asked PC Cook about the spate of thefts from the allotment. PC Cook noted that only one theft had been reported to the police.

After a discussion it was decided that the Allotments Committee would meet to look at cost and logistics of installing CCTV cameras. PC Cook said that he left a marking kit for allotment holders and advised on crime prevention measures.

1753. Clerks Report.

CCTV has been busy this month with requests for footage.

The Parish Office has received an email from Stapleford Abbots asking if we would be interested in a local forum with our neighbouring Parishes to present a collective front when dealing with Epping Forest District Council. It was agreed that the Council would be happy to participate in this forum.

1754. Reports from District Councillors.

Cllr Amos reported that there was little happening at District level due to the period of purdah running up to the election.

A workshop has been held to discuss reorganising Planning. The staff will prepare a paper with various options.

This is in response to the Planning Advisory Service observation that Epping Forest District Council (EFDC) has too many committees dealing with planning.

1755. Reports from Parish Council Representatives on outside organisations.

Cllr Gooch reported that he had attended a recent Village Association (VA) meeting at which they requested that the Parish Council take over responsibility for the upkeep of the Defibrillator in the Village Hall.

It was decided to ask the VA to relocate the defibrillator to the outside of the building to allow it to be accessed by all and then the Parish Council would be willing to take responsibility for it.

1756. Finance Committee.

1756.1 To Approve payments since last meeting. [Approved.](#)

1756.2 To Approve Councils Accounts for the year ended 31st March 2024. [Approved](#)

1756.3 To Note the Internal Auditors Report. [Noted.](#)

Cllr Gooch put on record his thanks to the Finance Officer for a good audit report.

1756.4 To receive and approve Sections 1(Annual Governance Statement); and [Approved and signed by the Clerk and Chairman.](#)

1756.5 Section 2 (Accounting Statements) of the Annual Return (AGAR) for the Council for the year ended 31st March 2024. [Approved and signed by Chairman.](#)

1756.6 To Approve reimbursement of insurance payment for the Theydon Bois Playground.

The Playground Committee have asked for a grant for payment of their Liability Insurance for years 2023 and 2024. The playground presented a report and their fundraising effort for the past year. It was noted their problem in getting volunteers. [Approved.](#)

1756.7 To Approve appointment of new internal auditor.

The present Internal Auditor has advised that he is retiring. The Finance Officer has researched replacements and recommends a local auditor, Val Jones, based in Epping. [Approved.](#)

Cllr Morton asked that paperwork for meetings be sent out at least a week in advance.

1757. Planning Committee.

1757.1 To receive report on planning matters for last month.

Since the previous Full Council Meeting on 16th May 2024, the Planning Committee has considered 15 planning applications, to which it returned one 'strong objection', four responses stating 'no objection, strictly subject to Conditions', seven 'no objection' returns, one 'noted' approval of details application; and two 'comments' against Certificate of Lawful Development applications against which the Committee voiced concerns due to both applications appearing to conflict with extant planning permissions for each of those properties.

The Committee's one 'strong objection' related to plans for a proposed padel and tennis court development, with clubhouse and car parking and associated landscaping, on land off the Abridge Road and to the rear of Monks Hall and Parsonage Farm. The proposed installation of these sporting facilities in a Green Belt location was considered in detail, with the Committee concluding that the proposal constituted encroachment of the countryside, contrary to government guidelines, and that there was no justification for removing the proposed site from the Green Belt, in view of there being no very special circumstances to override this.

Since the last meeting, the Planning Clerk has submitted 3 planning breach concerns to Epping Forest District Council – one of which has subsequently been referred to Essex Highways.

A temporary licence for a live music event to be held over the late spring bank holiday on land to the rear of Forest Drive was granted by EFDC. The event did not however take place due, probably due to concerns about noise levels voiced by EFDC's environmental team. The Parish Council was not alerted to the licence by EFDC, which has no statutory duty to do so.

EFDC declined to refer its Lawful decision on a Certificate of Lawful Development, which was challenged by the Parish Council, to Judicial Review. The Parish Council intends to lodge a formal complaint with the Local Government Ombudsman.

Following advice and guidance from the Planning Advisory Service, a working party of EFDC District Councillors and members of EFDC Development Services are reviewing the Council's planning application decision-making processes. This is due to the local authority narrowly avoiding an unsatisfactory rating following a higher than desirable percentage of Appeals for major planning proposals being allowed following EFDC refusal of planning permission.

The Epping South Area Masterplan and Design Code is the subject of a public consultation and runs will run to 25 July 2024. The masterplan includes the construction of 450 houses to the south of Epping around the Ivy Chimneys area. The consultation will be considered by the Planning Committee at its next meeting, scheduled for 4th July 2024.

1758. Highways, Cemetery and Environment Committee.

1758.1 To receive an update on Highways, Cemetery and Environment matters within the Village.

The ditches were cut today on the green. There are concerns regarding Qualis Grounds Maintenance, they have been slow and inefficient, and the Parish Council may need to review future contracts with them.

Loughton Lane is now completed. It was a good job. Although one manhole cover has kicked up – this will be addressed.

Potholes and pavements – Cllr Purkiss and Harringtons have marked up potholes in Forest Drive outside the shops. In Piercing Hill, and on the corner of Graylands where deep kerbs are needed.

Quotes will be coming in from Harringtons. It will likely total £25/26000.

£18750 is left in the budget. Cllr Purkiss asked if extra monies could be made available.

Cllr Hannibal advised that we must be careful regarding keeping enough in reserves.

Extra funds approved.

1759 Community Engagement Committee.

1759.1 To receive an update on community matters within the village.

Cllr Gill said that not a lot has happened since the last meeting. The Christmas market planning will need to get up and running after the summer.

Cllr Gill advised that he spotted a man in a tipper truck in Station Hill the other night about to fly tip. He chased him off and will be checking CCTV.

Cllr Cowup advised that the Emergency Planning Briefing was held on 5th June. A smaller follow up meeting will be held to mop up anyone unable to attend the first meeting.

1759.2 To approve the village Christmas tree cost of £3795 excluding VAT.

Approved.

1760 Any Other Urgent Business for report (without decision).

None.

1761. Public Participation session with regard to items of interest to the Parish.

A member of the public asked the date of the Christmas Market- 29th November.

A resident stated that the sign at the Wake Arms had been hit and was wonky, Cllr Gill replied that he was aware and would be fixing it.

An allotment holder complained that plot next to hers was overgrown and asked that the Parish Office follow this up.

Meeting closed at 8.53pm

Signed:

Dated: 25th July 2024