

BUCKHURST HILL PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING OF BUCKHURST HILL PARISH COUNCIL HELD AT 8.00pm on THURSDAY 30 MARCH 2023 AT THE WOOLLARD CENTRE

PRESENT

Cllrs: Mr K Williamson (Chair)
Mr D Saunders (Vice Chair)
Mr R Church
Mrs J Forker Clark
Ms A Hall
Mr S Heap
Mr S Neville
Mr M Vance

In attendance: Mrs E P Petyt-Start (Clerk)
Mrs C Carroll (Locum RFO)

Press: Mr D Jackman (EEF)

2 members of the public

099/22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs: Chambers Bagshaw, Kaul and Weinberg.

100/22 DECLARATIONS OF INTEREST

Cllr Neville declared a non-pecuniary interest in both Item 17 as a former member of the campaign and Item 22 as a member of the BHRS.

101/22 STANDING ORDERS

An amendment to the Standing Orders regarding place of meeting, was received and AGREED.

It was noted this was retrospective due to the temporary closure of the Library.

102/22 PUBLIC PARTICIPATION

On behalf of the BHRS Mrs Page requested an update on two items, firstly, the EFDC High Street Regeneration Project and questioned what is happening with the draft proposal of the project. Secondly, the enforcement of the second tower at Forest Place.

(Chair advised he'd asked EFDC for an update and he would keep the BHRS and Council informed)

The BHRS request that Parish Council and District Councillor's pressure the Planning Officer for enforcement regarding the second tower. It was stated the BHRS are annoyed there is a flouting of planning laws.

(Chair informed he had been told the first tower would be dealt with first and then the second)

Simon Forsdyke, SpeedWatch Co-ordinator gave an update. To date the group has recorded over 800 incidents of speeding in 65 sessions. They are hoping to increase sessions now the days are lighter. Recently they have undertaken community engagement through delivery an assembly at Daiglen School. It was stated that sessions are difficult due to the appalling road surfaces, particularly Loughton Way. There are frequent moans from members of the public and questioning to members about what is being done about the state of the roads.

The group has applied for £8500 in grants to obtain four SIDs in the area. They are currently waiting for permission for the devices from Essex County Council. Mr Forsdyke promoted the A113Speederbot and recommended the introduction of this to Council. He suggested this could be trialled.

(Chair indicated Council may look at this project)

103/22 DISTRICT AND COUNTY COUNCILLOR PARTICIPATION

Cty Cllr Vance advised potholes in Loughton Way, Station Way and Palmerston Road will be repaired by the end of April. The dangerous pothole in Station Way will be made safe on 31st March. Loughton Way is programmed to be resurfaced in 2023/24.

The budget allocation for Highways for the parish will be notified on Monday (3rd April)

Essex Highways has approved Buckhurst Hill as a pilot scheme for SID and VAS. Six lamp posts have been identified as locations. Currently this is progressing through the legal department and may take up to six weeks. It was advised the devices will be battery powered and mobile.

Cllr Williamson noted the Local Plan had been deemed sound and the decision is presently under review for six weeks. After which it will be operational.

It was suggested that the Boundary review Consultation should be promoted to residents.

Members discussed publicity of ID for voting in forthcoming elections.

104/22 MINUTES

The minutes of the parish council meeting held on 26 January 2023 were agreed as a correct record and the Chair authorised to sign them.

105/22 CHAIRMAN'S AND CLERK'S COMMUNICATIONS

The Clerk updated Council that since the last meeting i) the Community Café that had been given support has made its first ii) The Donkey Green Community Engagement project with Daiglen school has begun iii) the Mobile Library is now in the parish on Wednesdays 10am to 4pm; publicity had been circulated iv) since the decision was made by the F & E Committee to reduce the hall hire contingency deposit that four more one off bookings had been received.

Chair advised the magazine will be produced in the new financial year.

106/22 MINUTES OF COMMITTEES

The minutes of the following committee meetings were noted:

- **Accommodation:** 16th February
- **Planning and Environment:** 15th December; 12th January
- **Finance:** 9th March

107/22 FINANCE

The RFO provided an overview summary of the current financial position. Highlights included underspend on Central and Establishment costs due to reduction on staffing. Investment income has increased. Increase in income on the Roding Valley Hall although it still make a loss. The Woollard Centre provides a surplus but neither hall cost centres include staff costs.

The Council's financial position of central funds and personnel as at 28 February was noted.

Cllr Vance requested Committee Chair look at the budget and ensure there is no overspend.

108/22 REPRESENTATIVES TO OUTSIDE BODIES

Cllr Neville had attended Epping Forest Transport Group and requested the 167 bus route be extended to Debden. Also routes 20 and 549 had been discussed.

Cllr Forker Clark had attended Roding Valley Meadows, an update was provided noting personnel changes had taken place.

109/22 FORWARD PLAN

Cllr Williamson informed street lighting has been discussed at the Local Council's Liaison Forum meeting.

Cllr Vance advised there will be no turning off, of lights by ECC. He explained the process of switching lights from sodium to LED.

A request was made to condense same topic items together and to establish Christmas Event working party as soon as possible.

Cllr Forker Clark spoke regard the playground project and the need for this to progressed with value for money for the residents in mind.

Cllr Vance requested and it was AGREED that the Playground Project be managed by Full Council in place of the Recreation and Community Committee.

Cllr Neville noted alternative sources of funding should be sourced (for the playground) as well.

The Forward Plan was noted.

110/22 RODING VALLEY HALL DEVELOPMENT

Council has received a schematic design from the Architect and outline costs for this from the appointed Quantity Surveyor.

It was agreed, the Accommodation Committee would progress this and report back to Council.

Note was made regarding the outstanding subsidence claim for RVH with the Insurer. It was agreed, the Accommodation Committee would progress this.

The RFO was asked to provide a schedule of repayments for a PWLB loan using the information supplied by the Architect and QS.

111/22 WOOLLARD CENTRE CONDITION SURVEY

Action will be progressed once the future of the Roding Valley Hall Development was known.

112/22 CORONATION EVENT

The Coronation Event will be on Monday 8th May 1pm to 4pm. Volunteers are still required for the event. Publicity was available and being circulated.

113/22 **POLICY AND PROCEDURE**

- i) The Financial Regulations was discussed. Amendments made and approved as reviewed.
Cllr Vance advised Finance and Establishment Committee will review in six-months.

- ii) The amended Investment Policy was proposed. The policy was discussed and referred to the Finance and Establishment Committee for review.

114/22 **SUPPORT SERVICES**

i) The Clerk advised that since a new arrangement had been entered into for HR support, notice had now been given to the duplicating HR Support Service.

A question was raised regarding the Staffing Review progress. It was advised this is coming forward having begun six months ago and is going forward with the contractor.

ii) Following discussion and deliberation, members selected NatWest Mentor as a new health and safety support service

115/22 **20s PLENTY CAMPAIGN FOR ESSEX**

The campaign and template motion was discussed

MOTION

“This council

- supports the 20’s Plenty for Essex campaign,
- calls on Essex County Council to implement 20mph in [your place] and
- will write to Essex County Council to request 20mph speed limits on streets throughout the county where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit”

The motion from the 20s Plenty campaign was REJECTED by majority.

116/22 **RODING VALLEY HALL CAR PARK**

The principle of providing market(s) and boot sale at the Roding Valley Hall car park was AGREED.

It was AGREED this should be progressed by the Recreation and Community Committee.

117/22 **ELECTRONIC PAYEMENT**

A proposal for the processing of electronic payment receipts was received. Concern was expressed that this would be facilitated using a personal mobile connection and that it would be preferred for this to be undertaken through a Council owned device.

As a temporary measure it was AGREED to proceed, (particularly for the use at the Coronation Event), with the agreement that a future Finance Committee should discuss the purchase of a Council mobile phone.

118/22 **FINANANCE AND ESTALBLISHMENT COMMITTEE**

- i) A briefing note was received detailing the history and current arrangements for the grounds maintenance across the Roding Valley Recreation Ground in the parish.

- ii) Following a detailed discussion, it was AGREED that a meeting should be arranged between the Chair of Council, Chair of Finance

and EFDC to discuss the arrangement and thereafter a decision made regarding future arrangement

119/22 **NEIGHBOURHOOD PLAN DESIGN STATEMENT**

Noting that the Local Plan had been accepted by the Planning Authority, it was suggested and AGREED there was no reason to continue with a Neighbourhood Plan for the parish, rather a Design Statement would be sufficient in its place. A first draft would be written by Cllr Williamson, (having previously been delegated to undertake this item on the forward plan) and this would be presented to the Planning and Environment Committee for consideration.

120/22 **HERITAGE (BLUE) PLAQUE SCHEME**

(this item is listed in its agenda order but was brought forward in the meeting for efficiency to after 'Support Services')

- i) A proposal from the BHRS for a new plaque for Violet Helen Friedlaender - Author, Poet, Suffragette, was received
- ii) Council UNANIMOUSLY agree to the proposal and thanked the BHRS for its suggestion.

121/22 **FULL COUNCIL ITEMS OF CONCERN**

- a) To hold Full Council on a different day to other Council meetings at 7pm. It was noted this had been considered previously but changed with the re-scheduling of the Planning Committee.

It was suggested the new location of the meeting was very good and perhaps there is scope for continuing in this location or alternating with others, even when the library re-opens

- b) Items for next meeting
Linders' Field Gates Repair

There being no further business the meeting closed at 21.56PM.

Chairman

Date