

NAZEING PARISH COUNCIL

Minutes of the meeting of Nazeing Parish Council held on 23rd October 2014 at 8:10pm at the Leisure Centre, Bumbles Green, Nazeing.

Members present: Cllrs D Borton (Chairman), Arnold, E Borton, Carter, Castle, Evans, Frydrych, Joslin, Shorter.

Also present: Lorraine Ellis (Clerk), 1 Member of the Press.

1. Apologies for absence: Cllrs Skipper, Ballard.

2. Public participation: None.

3. Declarations of Interest: None

4. Approval and signing of minutes:

a) The minutes of the Full Council Meeting held on 25th September 2014 were approved, subject to the word "serious" being removed from item 9.

The minutes of the closed session of the Full Council Meeting held on 25th September 2014 were approved.

b) Planning Committee Meeting 25th September 2014 minutes. Noted.

c) Planning Committee Meeting 9th October 2014 minutes. Noted.

5. Risk Assessment:

Cllr E Borton agreed with Cllr Joslin's comments on the document, but proposed to include best value for money and investment of funds and more significantly, the planning process. This is because there are some risks that Nazeing Parish Council faces with the new planning process.

Cllr E Borton proposed to cover the template risk management document with the Clerk and use this as a basis for producing a new Risk Management document. **EB/LE**

6. Amenity Matters:

a) Bumbles Green traffic problems & recent accidents. Update.

Cllr D Borton asked County Cllr Jackson that this issue goes forward to the next Highway panel (date unconfirmed). Advised that no funds available this year but could request for funds for next year. Proposed that a VAS (flashing sign) is installed. Cllr D Borton has also involved District Cllr Bassett.

Cllr D Borton has done a full report on the incident where a school bus hit the Bumbles Green gateway (07/10/14). County Cllr Jackson is aware.

b) Birchwood site – update.

Cllr D Borton attended the site and the Environmental Agency visited the site. Cllr D Borton had a meeting with District Cllr Bassett & John Gardener, the Environmental Agency are taking enforcement action, no details available.

Cllr Arnold has re-checked the site, some debris has been cleared but some is still left. Appears very poorly managed. Cllr Arnold asked Cllr D Borton to raise again with the Environmental Agency. **DB**

c) Motorbikes - trespass and noise disturbance. Update.

Cllr Frydrych met with John Hepple from EFDC (Environment / Enforcement)

Two of the three owners of the affected sites haven't given anyone consent to ride on their land. EFDC is attempting to contact the owner of the third site to ascertain if consent has been given to ride on their land or not.

d) Road signs (covered by vegetation/in need of cleaning). Update.

Cllr Frydrych has asked for the public to advise him where signs need attention, this will then be raised with Highways Dept. **MF**

e) Bus shelter advertisement. Update.

Eco Power & Lighting advised that Nazeing Parish Council would like to proceed with the advertisement, subject to final confirmation of the poster details. Waiting to hear from the Company. **LE**

f) Dog fouling on the football pitch.

Cllr Evans spoke about the extent of the problem. It was resolved that Cllr Evans would purchase some appropriate signs, maximum expenditure of £30 agreed, to post around the site entrances. **CE**

Cllr Joslin to look at legal situation (imposing fines) for signage. **DJ**

It was resolved to purchase "No alcohol" signs for Elizabeth Close. **GC**

g) Waste bin to be re-instated by Keysers.

Cllr Frydrych spoke about the problem with bags left where the bin used to be. It was resolved to monitor the situation & review in a month. **MF/GC**

h) Park security - notify Parkguard about NPCs future requirements. Update.

Cllr Evans has advised that Nazeing Parish Council will contact Parkguard next year.

i) Investigate ownership of land, in order to resolve the littering problem. Update.

The land is not owned by Lee Valley Regional Park, so it is either owned by Nazeing Parish Council or the owners of the field. Cllr E Borton to check the deeds and advise Cllrs Evans & Castle. **EB/CE/GC**

j) Thames Water (the possibility of a further rebate for the watering the football pitches). Update.

Cllr E Borton to discuss pitch watering with Cllr Arnold. **EB/TA**

k) Hedge and grass cutting for 2015. **GC**

Previous Clerk used to advise Mr Cresswell when to cut the hedge and because Mr Cresswell hasn't been advised, the hedge cutting hasn't been done this year.

It was resolved for Mr Cresswell to cut the hedges at the price quoted. It was noted that Mr Cresswell is unable to cut part of the hedge surrounding the football pitches (as the pitches are too soft for the equipment at this time of year). **GC**

Cllr Castle advised that Mr Cresswell's grass cutting quote would be the same price for next year as for 2014.

Circulate breakdown of grass cutting costs this year. **LE**

l) Wheelie bin collection.

Mr Cresswell puts the wheelie bins out on a Monday and is charging to do this.

Cllrs Castle & Evans to look at a better solution to this issue. **GC/CE**

m) Allotment update.

There are three plots payments outstanding.

Provide Cllr Castle with plot details, as Mr Baker wants to re-measure the plots. **LE**

7. Financial Matters:

a) It was agreed to authorise:

- i) payments totalling £3,150.72
- ii) transfer of £2500 between bank accounts to meet future outgoings

8. Concern raised at last Full Council Meeting

Response to allegation about non-withdrawal from a meeting in spite of a pecuniary interest.

Cllr E Borton responded to the allegation by reading out minutes from the meeting held on 9th December 2004. Cllr E Borton explained the circumstances and advised that this should resolve the matter.

Cllr Frydrych was not satisfied with the response and would be taking the matter further, outside of Nazeing Parish Council's meetings.

9. Reports from Councillors who have attended other meetings.

a) Cllr D Borton attended a preparatory meeting with Cllr Castle.

b) Forester magazine due to be delivered between December 2nd and 11th, please inform EFDC if not received.

c) Cllr E Borton to prepare a report regarding Nazeing Parish Council funds, it is anticipated NPC should receive a better rate of return than is currently received. **EB**

10. Communications:

a) Letters from Nazeing Association for the Elderly and Handicapped.

Received copy of their audited accounts and a thank you letter for Nazeing Parish Council's recent donation.

b) Bus shelter cleaning invoice had a comment that the lettering on the bus shelter needs to be replaced. It was resolved that Cllr Frydrych will look at appropriate signage and advise of costings. **MF**

c) The external Auditors have completed the annual audit of the Annual Return for Nazeing Parish Council for the year ended 31 March 2014 and a number of actions are required.

i) Prepare and display a "Notice of conclusion of the audit and right to inspect the Annual Return" for 14 days, along with the Annual Return (a copy is acceptable).

ii) Copies of the Annual Return available for purchase, cost of £1 was agreed.

It was resolved that both documents will be displayed at the Nazeing Parade noticeboard, when the next agenda needs to be displayed.

d) The Clerk has recently attended a "Roles & Responsibilities" course, which she found to be very informative. Any items of note will be circulated to the Cllrs. It was resolved to purchase two copies of the new edition of "The good councillor's guide" at a cost of £4.

11. Information Items and other items for next agenda:

a) The Clerk asked for "Hall Management" to be added to next agenda.

12. Exclusion of public and press. Not necessary

13. Update on Matters relating to the Total site (if necessary, in a closed session should pre-contractual matters need to be considered).

Cllr E Borton advised that the letter had been sent to Bidwells, following circulation to Cllrs Joslin and Shorter for their observations. Final bids to be received by 7th November 2014.

**14. Date of next meeting of Full Council Committee.
27th November 2014 at 8pm.**

The meeting closed at 21:55pm.