



# LAMBOURNE PARISH COUNCIL

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*Serving the Communities of Abridge & Lambourne End*

## LAMBOURNE PARISH COUNCIL

MINUTES  
21<sup>st</sup> June 2017

An Ordinary Meeting of the members of Lambourne Parish Council was held  
On Wednesday 21<sup>st</sup> June 2017 at the Abridge Village Hall.

Those present were: Cllr J Filby, Cllr P Price, Cllr L Shreeve, Cllr M Drewe, Cllr M Laws, Cllr P Martin

Also In attendance: Tony Carter (Clerk to the Council) , Dist. Cllr B. Rolfe, County Cllr M. McEwen

There were NO member of the Public present.

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Meeting opened at 7.50pm

### **17.030 Apologies for Absence**

There were apologies from Cllr D. Hardy, Cllr A. Barr and Cllr A. Hanch

### **17.031 Declaration of Interest**

There were no Declarations of Interest

### **17.032 Public Consultation**

None.

### **17.033 Minutes of the last meeting**

The minutes of the meeting on 17<sup>th</sup> May 2017 were AGREED by Members and signed. Proposed by Cllr M Laws and seconded by Cllr J Filby.

The minutes of the Planning meeting on 24<sup>th</sup> May 2017 were AGREED by Members and signed. Proposed by Cllr M Laws and seconded by Cllr P Price.

### **17.034 Actions from Last Meeting/Matters Arising & Clerks Report**

The Clerks Report was NOTED

Cllr L Shreeves will keep the Council updated regards the pot hole on New Road.

Cllr P Price asked for a note asking for people to contact her if they did not have a Recycling Calendar to be added to the Chairman's Report.



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## 17.035 Planning

<p><b>EPF/0805/17 - St Johns Farm 120 Hoe Lane Lambourne Romford Essex RM4 1AU</b></p> <p><b>Proposal:</b> Construction of single storey extension.</p>	<p>The Council has <b>NO OBJECTION</b> to this application</p>
<p><b>EPF/1266/17 - 8 The Poplars Lambourne Romford Essex RM4 1BB</b></p> <p><b>Proposal:</b> Erection of two storey side and rear extension, and ground floor side and rear extensions.</p>	<p>The Council has <b>NO OBJECTION</b> to this application</p>
<p><b>EPF/1272/17- 70 Pancroft Lambourne Romford RM4 1DA</b></p> <p><b>Proposal:</b> Erection of front dormer window extension.</p>	<p>The Council has <b>NO OBJECTION</b> to this application</p>
<p><b>EPF/1471/17 - The Retreat Market Place Abridge Essex Romford RM4 1AU</b></p> <p><b>Proposal:</b> Proposed erection of five 2 bed apartments with A1/A2 unit at ground floor</p>	<p>Although the Council has <b>NO OBJECTION</b> to this application they are concerned about the length of time the works will take and the heavy machinery that will be needed, especially with the basement work.</p> <p>The extra heavy equipment that will be needed to complete this work will be quite considerable. The upheaval and disturbance to the local area and rush traffic conditions must be considered when deciding on what conditions should be placed on the application.</p> <p>The Council would ask that these new conditions are monitored and adhered to along with the fire brigade being consulted regards the safety issues around cars being parked underground.</p>
<p><b>EPF/1232/17 - 3 Priors Cottage New Road Lambourne ROMFORD RM4 1AS</b></p> <p><b>Proposal:</b> Application for removal of condition 1 on planning application EPF/2220/06 requiring retention of an off-street parking space (Conversion of garage into habitable room and parking spaces to front. (Revised application)).</p>	<p>The Council has <b>NO OBJECTION</b> to this application. The Council would ask that the condition stays on for the front parking space in front of the property.</p>

There were 1 Planning Decisions received from Epping Forest District Council.  
There were no Enforcement items received from Epping Forest District Council.



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There were no complaints by Parish received to Epping Forest District Council.  
There were no enforcement cases closed.  
There were no new planning appeals received from Epping Forest District Council.  
There were no new Licensing applications received from Epping Forest District Council.  
There were no Planning Appeal Decisions received from the Planning Inspectorate.

The Clerk will send an updated Planning List each week to Councillors to make it easier for them to view all the plans before each meeting.

A Planning Meeting will be pencilled in each month for any planning applications that require comment before the next monthly Ordinary meeting.

### **17.036 External Meetings Attendance Update**

None.

### **17.037 Correspondence**

The Council NOTED the Insurance Policy  
The Council NOTED the information about Red Ensign Day  
The Council NOTED the letter from a resident regards the fence at 7 Ongar Road  
The Council NOTED the EALC Certificate of Membership

### **17.038 Update from District Councillor and County Councillor**

Cllr M McEwen told Members that the Essex Highways Panel has changed in structure and that she was not now a member.

Cllr B Rolfe mentioned that at the recent Plans East meeting, Councillors were informed that properties can now go up to the boundary of a neighbour as long as they are single storey.

He also mentioned that the number of appeals lost by EFDC on planning issues over the last six months was 8 with three incurring costs.

### **17.039 Highways**

The Highways Report was NOTED.

The Chairman and Clerk will update the Highways List now that most of the works within the Parish seemed to have been carried out.

County Cllr M McEwen informed Members that the bridge signage had been agreed by the Highways Panel but a date had not been set for installation.



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### **17.040 Enforcement Officers Report**

The Enforcement report was NOTED.

Numbers 34, 35, 37 and 39 are to be taken off the report.

Lambourne Park Farm – Cllr L Shreeves has spoken to David Baker. An email was sent by the owner saying that they were nearly ready to lift. Cllr L Shreeve will keep chasing Enforcement on this.

Cllr McEwen left the meeting at 9.20pm

### **17.041 Agenda on Notice Boards**

After a short discussion Cllr P Price proposed that the Agenda be added to the Notice Boards along with the Meeting Notice. Cllr L Shreeves seconded this. It was AGREED unanimously by Members.

Cllr P Price asked if the Agenda could also be put on the website.

### **17.042 Clerk Resources**

The Clerk asked if a new copy of the local council CAB book could be ordered. This was proposed by Cllr P martin and seconded by Cllr J Filby. This was AGREED by members.

The Clerk mentioned that the slow broadband speeds were making it hard for him to register information on the Highways website.

The Clerk showed an interest in studying for CILCA and will look to book the course that starts in October. This will be discussed in either the August or September meeting.

### **17.043 Standing Orders / Financial Regulations Review**

A title needs to be added to the Standing Orders. Cllr P price noticed a number of small errors which will be sent through to the Clerk to revise where needed.

Cllr B Rolfe left the meeting at 9.35pm

### **17.044 Cricket Club Grant**

There has been a request from the Abridge Cricket Club for a grant to help with the cost of crowning the Poplar trees that are on the cricket ground.

After a short discussion, Cllr M Drewe proposed that the sum of £1000 be initially granted on condition that the money is used for the above. Cllr J Filby will ask the Cricket Club to get quotations for the work and the Council may consider a further grant at a later point. Cllr M Laws seconded and this was AGREED by Members.

### **17.045 List of Responsibilities**

Cllr P Martin asked if there was a list of what Councillors and the Council as a whole were responsible for. There was a short discussion and this point will be brought up at a further meeting.



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## **17.046 Report of the Responsible Financial Officer**

Members NOTED the Bank Reconciliation.

Members NOTED the Budget sheet

Members NOTED the cheque list. Cllr M Laws proposed the authorisation of payment of cheques and Cllr M Drewe seconded. This was AGREED by Members and the cheque list was AUTHORISED.

## **17.046 Information Exchange and items for the next agenda**

Cllr M Drewe asked to register for the EALC Volunteer Playground Inspection course. He will speak to EALC.

Cllr P Price has a number of boxes of old records including paper planning applications. These will be destroyed where possible.

## **17.024 Date of next Meetings 19<sup>th</sup> July, in the Abridge Village Hall.**

A Planning Meeting was pencilled in for 5<sup>th</sup> July if needed.

Meeting closed at 9.50pm

Signed.....

Date.....