



LAMBOURNE PARISH COUNCIL

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Serving the Communities of Abridge & Lambourne End

LAMBOURNE PARISH COUNCIL

MINUTES
23rd May 2018

An Annual General Meeting of the members of Lambourne Parish Council was held
On Wednesday 23rd May 2018 at the Abridge Village Hall.

Those present were: Cllr J Filby (Chair), Cllr D Hardy (Vice-Chair), Cllr P Price, Cllr L Shreeve, Cllr P Martin, Cllr M Drewe.

Also In attendance: Tony Carter (Clerk to the Council)

There were NO members of the Public present.

Meeting opened at 7.49pm

18.001 Election of Chairman

Cllr J Filby was Proposed by Cllr D Hardy and Seconded by Cllr M Drewe. No other Councillors stood and it was AGREED unanimously that Cllr J Filby would be Chairman

18.002 Apologies for Absence

Apologies from Cllr A Barr and Cllr M Laws

18.003 Declaration of Interest

There were no Declarations of Interest

18.004 Election of Vice Chairman

Cllr P Martin proposed Cllr D Hardy and this was Seconded by Cllr M Drewe. It was AGREED unanimously that Cllr D Hardy would be Vice Chairman

18.005 Retiring Chairman's Report

This will be given by Cllr J Filby at the Parish AGM on 30th May 2018.

18.006 Internal Audit 2018

An audit was carried out on 1st May 2018 for which the report was NOTED by Councillors. The Chairman congratulated the Clerk on a good report

18.007 Annual Governance Statement

This was AGREED by the Council and signed by the Clerk and Chairman.



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18.008 Annual Accounting Statement

This was AGREED by the Council and signed by the Clerk and Chairman.

18.009 Election of Representatives to Committees

a) Stapleford Airfield Consultative Committee

Abridge – Cllr M Drewe & Cllr P Martin

Lambourne End – Cllr P Price & Cllr L Shreeve

b) Churchyard Committee: Cllr J Filby, Tony Hanch and A Richards

c) Epping Forest Countryside Liaison Group – Cllr L Shreeve and Cllr A Hanch

d) Epping Forest Local Councils Liaison Committee & Epping Forest Association of Local Councils – Cllr J Filby as Chairman and Clerk or Cllr P Martin

e) Transport Committee – Cllr L Shreeve

f) Abridge Village Hall Trustees – Bev Fennel

g) Tree Warden Liaison – Mr T Hanch assisted by Cllr D Hardy

h) Flood Warden – Cllr A Hanch and Peter Martin

i) Highways - Cllr J Filby and Cllr P Price

j) Planning/Planning Enforcement – Cllr L Shreeve

k) Environmental/Landscaping Committee – Cllr M Laws, Cllr A Hanch, Cllr P Martin, Cllr M Drewe

18.010 Public Consultation

No Public Present.

18.011 Minutes of the last meeting

The minutes of the meeting on 24th April 2018 were AGREED by Members and signed. Proposed by Cllr J Filby and seconded by Cllr P Martin.

18.012 Actions from Last Meeting/Matters Arising & Clerks Report

The Clerk will get two more quotes regards LED Lighting..

18.013 Planning

EPF/1129/18 – 6 Middle Boy Romford Essex RM4 1DT

Proposal: Single storey rear and side extension.

The Parish Council **HAS NO OBJECTIONS** to this planning application.



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There were no application for information only received from Epping Forest District Council.
There were 1 Planning Decisions received from Epping Forest District Council.
There were no Enforcement items received from Epping Forest District Council.
There were no complaints by Parish received to Epping Forest District Council.
There were no enforcement cases closed.
There was 1 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.

Planning Appeal EPF/1706/17 42-60 Hoe Lane

After a short discussion about the above it was decided that the Clerk would write a letter confirming the Parish Council would like their original comments to stand and be considered.

18.014 External Meetings Attendance Update

Cllr P Martin and Cllr D Hardy attended the Planning Committee meeting East with regards to the planning application in the Poplars, Abridge. The application was refused unanimously. Cllr J Filby also attended.

18.015 Correspondence

The Council NOTED the letter from Theydon Bois Parish Council regards trouble with local and Theydon Bois youths. Cllr J Filby has spoken and the trouble has died down.

18.016 Update from District Councillor and County Councillor

There was no County Report.

There was no District Report

18.017 Highways

The Highways Report was NOTED.

The Clerk will liase with Cllr P Martin and Cllr D Hardy with regards to the new Highways list. This will also be sent to County Councillor M McEwan.

18.018 Enforcement Officers Report

The Enforcement report was NOTED.

18.019 Annual Parish Meeting

The meeting will be held on 30th May at 7.30pm and it is hoped that organisations and residents come along. There will be a presentation regards defibrulators.



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18.020 Lambourne Sign

It was AGREED with one Councillor abstaining, that once installed TC Barr will invoice for the sum of £300.00 which will be paid on the next cheque run.

18.021 General Data Protection Regulations

The Clerk confirmed that he had spent a number of hours studying the regulations, and has produced Privacy Notices for the general public and Staff, Councillors and Role Holders. A Privacy Policy has also been drafted.

The two Privacy Notices and the Privacy Policy were AGREED unanimously and will be added with the policy being added to the website.

The Clerk confirmed to Councillors that it was every member of the Parish Council's responsibility to adhere to the new regulations.

The Clerk also explained that changes needed to be made to the Council computer and wifi in connection with GDPR and has been authorised to ask a local company to carry this out.

The Clerk will register the Council with the ICO if it can be done with payment to follow.

18.022 Notice Boards

This will be carried forward as no information available.

18.023 Defib Training

This will be put on hold until the Council decide the course of action in this matter.

18.024 Planning Consultation

This was NOTED and the Clerk was asked to write back to say that Parish Council still feel that they should have the automatic right to take a planning application to the Committee as it is now.

18.025 Report of the Responsible Financial Officer

Members NOTED the Bank Reconciliation.

Members NOTED the cheque list. Cllr J Filby proposed the authorisation of payment of cheques and this was seconded by Cllr D Hardy. This was AGREED and the cheque list was AUTHORISED.

18.026 Information Exchange and items for the next agenda

Cllr L Shreeve and Cllr M Drewe both commented on the last cut of grass on the village field and around the graveyard. Cllr J Filby will speak to MD Landscapes.

Cllr J Filby mentioned that the right of way by Lambourne Church had been blocked. A complaint has been made by local residents.



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18.026 Private Session

Not Needed

18.027 Date of next Meetings 20th June in the Abridge Village Hall.

Meeting closed at 9.56pm

Signed.....

Date.....