



LAMBOURNE PARISH COUNCIL

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Serving the Communities of Abridge & Lambourne End

LAMBOURNE PARISH COUNCIL

MINUTES

12th July 2023 at 7.45pm

An Ordinary Meeting of the members of Lambourne Parish Council was held
On Wednesday 12th July 2023 in the Abridge Village Hall.

In attendance: Cllr D Hardy, Cllr L Shreeve, Cllr B Knowles, Cllr P Nash, Cllr D Moggridge Cllr H Moore and Cllr M Drewe.

There were 2 members of the public and the wife of the Clerk.

Meeting started at 7.45pm

23.047 Apologies for Absence

Cllr C Karbaron (Work commitments).

23.048 Declaration of Interest

None

23.049 Public Consultation

A resident of Poplars said that she had complained to the Council about the hedges and bushes at 17 Poplars at the last Council meeting but they were still overgrown and not cut back.

The Clerk confirmed that a letter had been sent to the owners. It was suggested that the resident could report this to EFDC.

The two members of the public left.

23.050 Minutes of 14th June 2023 meeting.

The minutes of 14th June 2023 were AGREED as a true record.

The minutes of 11th May and 17th May were signed by the Chairman.

23.051 Clerk Report

The Clerk read out the report which was NOTED.



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23.052 Planning

<p><u>EPF/1379/23 - 1, White Hall, Lambourne, Romford, RM4 1UA</u></p> <p>Proposal: TPO/EPF/18/84 T2: Sycamore - Crown reduce height and lateral branches, as specified.</p>	<p>The COUNCIL has NO OBJECTION to this application.</p>
<p><u>EPF/1392/23 - 1, White Hall, Lambourne, Romford, RM4 1UA</u></p> <p>Proposal: TPO/EPF/18/84 T1: Lime - Fell and replace, as specified.</p>	<p>The COUNCIL asks that the EFDC Arborologist look at this application and the tree. The COUNCIL feels that if there is any way that this tree can be saved and not felled then this should be the course of action.</p>

23.053 Internal Audit

The Internal Audit was NOTED and AGREED.

The Chairman asked about the section on contractors and why only two of the four contractors were mentioned. The Clerk will relay this to the Internal Auditor.

23.054 Report from District and County Councillors

None present.

23.055 Correspondence

A letter of thanks from the Chigwell Riding Trust was NOTED.

23.056 Highways Report

Cllr Shreeve raised a concerns regarding the state of the pavements in Lambourne End.

District Cllr Mccann has been emailed regarding the complaint about the resurfacing on Ongar Road.

23.057 Review of Standing Orders

These were NOTED and AGREED.

23.058 Review of Financial Regulations

These were NOTED and AGREED.

23.059 Playground Update

There was a discussion about the Multi Play unit that had been closed due to the Playground Safety Report NOTED (23.018) at the 11th May meeting. The unit has been closed from 14th May due to the comments on the safety report and advice of the Clerk.



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There was a discussion about replacing/repairing the Multi Play unit. Councillors decided on getting a second opinion from a different company so they could look at options for reducing the cost of replacement equipment.

The Clerk said that he felt that another report would not benefit the situation.

The councillors said they would like a second report and asked for him to find a company that would carry out another assessment of the Multi Play Unit. The Clerk will look at arranging this and get quotes.

Cllr D.Hardy and Cllr M.Drewe asked to be added to the playground course

Other issues at the playground were deferred to another meeting.

23.060 Defibrillator Checks

Both have been checked regularly. The fan on the unit at Lambourne School is being monitored.

Clerk to add maintenance contract for the Defibrillators to August Agenda.

23.061 Lamppost Sumps

The Clerk has contacted A&J Lighting regards the stump removal and this has been carried out.

23.062 A&J Lighting Contract Renewal

The contract agreement was NOTED by Councillors and it was AGREED that it would be renewed.

23.063 Pinnacle Grass Cutting Contract

The contract at the church was discussed and it was AGREED that the contract would end on 31st August 2023. The Clerk will inform Pinnacle and Roger Gaylor of this.

The Clerk asked when the grass cutting at the village hall would be looked at and was told this would be in the future.

23.064 Worknest

Councillors spoke about the Worknest HR service at the meeting on 14th June, (Clerk not present). Cllr D Moggridge sent councillors details of a course about Worknest. No councillor attended the course. Other than this email from Cllr Moggridge, the Clerk has not been informed or given any information about this.

The Clerk has tried to contact the company as he is anxious about how this may affect him but they refused to talk to him as he was not an employer.

Councillors agreed that Cllr D Moggridge would look in to costs for the service and it will be added to the August Agenda.



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23.065 Report of Responsible Officer

The cheque run was NOTED and AGREED. Cheques were signed.

Although on sick leave, the Clerk had provided a RFO Report to be used at the meeting on 14th June but this was not presented at the meeting.

The Clerk explained that due to his mental health and sickness he had not been able to get the accounts fully added so there was not a Bank reconciliation. He had bought the bank statements for any Councillor to check.

<i>Chq No</i>	<i>Details</i>	<i>Amount</i>
101128	A & J Lighting (Street Lights)	49.20
101129	TBS Hygiene (Dog Bins)	193.98
101130	Pinnacle Housing (Grass Cutting)	800.01
101131	Epping Forest District Council (Election costs)	321.00
101132	Derek Hardy (Bacon)	33.00
101133	N Power Commercial Gas (Electricity)	76.65
	1st July 2023 Payment of £580.00 to A. Carter	580.00
	Total Expenditure 12th July and 1st August 2023	2,053.84

23.066 Information Exchange or items for next meeting

Cllr P Nash asked that a new bank account be added to the August Agenda.

Cllr D Moggridge asked that new playground age signage be added to the August Agenda.

Cllr H Moore has had a couple of comments about the community bus. She will speak to EFCT and report back to councillors.

Cllr L Shreeve asked when the new District Councillor will be coming to a meeting.

Cllr L Shreeve asked if Cllr D Hardy had spoken to Nigel Richardson about a Planning update. Cllr D Hardy I have left a message with Nigel Richardson, who has not yet been in touch.

Cllr M Drewe mentioned Riverview on Ongar Road and said that there were people now living on the field. Clerk has spoken to Clare Munday the Enforcement Officer at EFDC and she is aware of the situation.

Cllr B Knowles said he will attend the Licencing Committee meeting regarding Bliss heights and read out the council objections. Cllr D Hardy said he may want to do it so they will liaise with each other on the matter and maybe both attend.

Cllr H Moore asked if there had been any news regarding the London Road safety. The Clerk will contact Cllr Lee Scott for an update.



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23.067 Private Session

There was a private session to discuss the Clerk’s hours and PAYE.

The Clerk asked if his wife to stay for the private session to support your mental health, this agreed to.

There was a discussion regards the Clerks hours and availability to members of the Public. It was AGREED that the Clerk would have the Council phone on and be available as the Clerk between 10 am to 12 noon Monday to Friday. Councillors will also use this number if they want to speak about Council work. Cllr D Moggridge will look in to a contract for the phone and the Clerk will top up the Tesco PAYG with £10.00.

There was a discussion regards the Clerk pay and PAYE. The Clerk agreed that now that it had been shown that a Parish Clerk should be on PAYE, he would speak to his accountant and try to have this set up for 1st August 2023. This will include the basic salary and office expenses.

The Clerk will invoice the Council via his separate company, Handy Marketing, for the website work as he has done each year, and this will paid by cheque.

23.068 Date of next Meeting

The next meeting will be held on Wednesday 16th August 2023 in the Abridge Village Hall

23.069 Close of Meeting

The meeting closed at 21.20pm.

Signed.....

Date.....