



# LAMBOURNE PARISH COUNCIL

[www.lambourneparishcouncil.org](http://www.lambourneparishcouncil.org)

*Serving the Communities of Abridge & Lambourne End*

## LAMBOURNE PARISH COUNCIL

### MINUTES

16<sup>th</sup> August 2023 at 7.45pm

An Ordinary Meeting of the members of Lambourne Parish Council was held  
On Wednesday 16<sup>th</sup> August 2023 in the Abridge Village Hall.

In attendance: Cllr D Hardy, Cllr B Knowles, Cllr D Moggridge Cllr H Moore and Cllr M Drewe and Cllr C Karbaron.

There was one member of the public. The Clerk was present.

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Meeting started at 7.46pm

The Chairman confirmed that P Nash had resigned as a Parish Councillor. Councillors had received his letter of resignation and this had been NOTED.

#### **23.070 Apologies for Absence**

Cllr L Shreeve (Holiday).

#### **23.071 Declaration of Interest**

None

#### **23.072 Public Consultation**

None.

#### **23.073 Minutes of 14<sup>th</sup> June 2023 meeting.**

The minutes of 13<sup>th</sup> July 2023 were AGREED as a true record.

#### **23.074 Clerk Report**

The Clerk read out the report which was NOTED.

#### **23.075 Planning**

**EPF/1546/23 - 1 Lambourne Square, Manor Road, Lambourne, Romford, RM4 1NJ**

**Proposal:** Proposed first floor flat roof amended extension.

The **COUNCIL** does not understand the application. Is there an existing extension or is the applicant looking to build a new extension. Can this be clarified.



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**EPF/1459/23 - Ardele, 34 London Road,  
Lambourne, Romford, RM4 1UX**

Proposal: Proposed loft conversion,  
replacement of existing single storey  
conservatory to form dining area, minor internal  
alterations

Removal of existing garage (in disrepair) to form  
patio area, external home office, re rendering to  
exterior.

The **COUNCIL** has NO OBJECTION to this  
application.

### **23.076 London Road Safety**

There was a discussion about what should be applied for through the Local Highways Panel.

The Clerk will write to Cllr J McIvor for advice and assistance in applying for speed cameras pointing both ways on London Road.

### **23.077 Report from District and County Councillors**

None present.

### **23.078 Correspondence**

Letter confirming the price increase of electricity from N Power, NOTED.  
Annual Inspection of footpaths from P Martin, NOTED..

### **23.079 Highways Report**

The pot hole on Pancroft has been reported. No other new issues.

### **23.080 New Parish Councillors**

The Clerk will contact Democratic Services at EFDC.

### **23.081 Multi Play Safety Inspection Quote**

The quote was AGREED and the Clerk will confirm the date of the inspection..

### **23.082 Petty Cash**

the Clerk told the Councillors about a historical £20 petty cash balance that had come over from the last Clerk in 2016. It was AGREED that this would be written off.

### **23.083 Defibrillator Maintenance**

The Clerk's quote was NOTED.

The Chairman will find and pass on details of the company he dealt with for the maintenance of the cabinet and this will be added to the September meeting.



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### 23.084 Council Phone Contract

Cllr D Moggridge gave details of the contract from Tesco Business. This was AGREED and will be set up using the current number by the Clerk.

### 23.085 Re-routing of Footpath 11

There was a discussion and it was AGREED that the Clerk would write to the Inspectorate and ask that the letter of objection be used in any future appeals.

### 23.086 Review of Asset Register

The Clerk mistakenly sent out the Risk Assessment. Both will now be added to the September meeting.

### 23.087 Christmas Lights

A new supplier for the Christmas tree has to be found and Cllr H Moore has spoken to a local company. The Chairman will follow this up.

### 23.088 First Quarter Balance

The balance sheet was sent to all Councillors. Cllr C Karbaron will look through the details and confirm at the September meeting.

### 23.089 Worknest

Cllr D Moggridge is dealing with Worknest and a quotation was received and sent to all Councillors.

There was a discussion and Cllr D Moggridge will ask for further information to be brought to the September meeting.

### 23.090 Report of Responsible Officer

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

Due to a late bank statement the Bank Rec was not available.

101134	A & J Lighting (Street Lights)	CHEQUE DESTROYED	
101135	Pinnacle Housing (Grass Cutting)		800.01
101136	Lambourne End Parish Rooms (Hire)		15.00
101137	Information Commissioner		40.00
101138	Lambourne Churchyard Committee (Burial Ground Grant).		1,000.00
101139	Lambourne End Parish Rooms (Grant)		800.00
101140	A. Carter (Website services, 3 x Monthly Top Up & Stamps).		448.00
101141	PKF Littlejohn LLP (External Audit).		252.00
101142	N Power Commercial Gas (Electricity)		76.65
101143	A & J Lighting (Street Lights and post removal).		289.20
	1st September 2023 Payment of £580.00 to A. Carter		580.00
	<b>Total Expenditure 16th August and 1st September 2023</b>	<b>£4,300.86</b>	



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## **23.091 Information Exchange or items for next meeting**

Cllr M Drewe mentioned that the AVH Trustees had complained about the way that the toilets were left after the EFDC Play in the Park. This was NOTED.

The Clerk will email over the meeting dates to the Booking Secretary.

Cllr H Moore mentioned the church had a working party on Saturday 19<sup>th</sup> August.

Cllr D Moggridge mentioned that Roger Gayler had given over accounts for the Burial Ground.

Cllr B Knowles asked that the Quorum be added to the September agenda with the thought of reducing it from 5 to 4 as there were now only 7 Councillors.

Cllr D Moggridge asked for the playground signs to be added to the September meeting.

## **23.092 Date of next Meeting**

The next meeting will be held on Wednesday 13<sup>th</sup> September 2023 in the Abridge Village Hall

## **23.093 Close of Meeting**

The meeting closed at 21.50pm.

Signed.....

Date.....