



## LAMBOURNE PARISH COUNCIL

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

*Serving the Communities of Abridge & Lambourne End*

Ordinary meeting of the Parish Council held Wednesday 13th March 2024 at 7.45pm in Abridge Village Hall.

In attendance: Cllr D Hardy (Chairman), Cllr M Drewe, Cllr H Moore, Cllr W Knowles, Cllr Shreeve, Cllr Karbaron

Also in attendance: Mrs. S Hardy (Taking Minutes), 1 member of the public.

---

The meeting started at 7.45 pm.

### **23.237 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr D Moggridge (Vice Chair) and accepted by the Council.

### **23.238 DECLARATIONS OF INTEREST**

None.

### **23.239 RIDE LONDON / ESSEX**

Chris Davey from London Marathan events who are hosting the Ride London event came to give us an overview of the event and gave us the opportunity to ask questions. He provided us with his personal details and advised us to contact him directly rather than go to the Council or the website.

The road closure directly impacting our Parish is around Stapleford Abbots through Bournebridge Lane and Manor Road 7.30am to 5.30pm on Sunday.

If there are any residents in the village with known health care requirements on the day and will be impacted by the road closures or have specific requirements (e.g. Wedding/funeral) then we can contact Chris directly and he will try to accommodate any requests.

Chris also mentioned that "Active Essex" is offering grants for inspiring health and cycling events, so we are welcome to apply for a grant.

Local crossing points will be available with better assistance from the stewards this year.

### **23.240 PUBLIC PARTICIPATION**

One member of the public attended to provide input to planning permission ref: EPF/2779/23 35 Ongar Road. Specifically, to object and provide his explanation and reasons for the objection.

### **23.241 ESSEX COUNTY MINERALS PLAN**

We have just been notified that the date for submitting objections has been pushed back from 18<sup>th</sup> March to 9<sup>th</sup> April 2024. The Chair asked if anyone had any other details, they wanted to add to the letter that was shared earlier in the week. All agreed the content of the letter covered all relevant points and agreed for it to be sent off.

Voted unanimously to send into EFDC.



## LAMBOURNE PARISH COUNCIL

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

*Serving the Communities of Abridge & Lambourne End*

### **23.242 MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 14<sup>th</sup> February 2024 were **AGREED** and signed.

The minutes of the extraordinary Council meeting held on 13<sup>th</sup> March 2024 were **AGREED** and signed.

### **23.243 CLERKS REPORT**

No Clerk report available as the current Clerk is on sick leave.

### **23.244 PLANNING**

Councillors considered the following planning matters:

#### Number: EPF/0106/24

Address: Oaklee Farm, Manor Road, Lambourne, Romford, RM4 1NB

Application: To remove all existing structures, hard standing, compound boundary fencing and material stores and construct 1no. carbon zero high quality two bedroom detached contemporary dwelling.

Deadline: 11<sup>th</sup> March 2024

Response: The Parish Council discussed the application and had NO OBJECTION

#### Number: EPF/2779/23

Address: 35 Ongar Road, Abridge, RM4 1UD

Application: Proposed Loft Conversion and Rear Extension works.

Deadline: 18th March 2024

Response: The Parish Council **OBJECTS** this application on the basis of the 2<sup>nd</sup> floor rear extension depriving the Neighbour (no.33) of any natural light. We therefore feel the extension should be 'set in' from the party wall boundary to alleviate this. The plans lacked information to show this impact.

#### Number: EPF/0160/24

Address: Shoeluck Cottages, Church Lane, Lambourne, Romford, RM4 1AB

Application: Demolition of Existing Cottages and Erection of Replacement Dwelling at 1+2 Shoeluck Cottages, Church Lane, Abridge, Essex RM4 1AB

Deadline: 18th March 2024

Response: The Parish Council **OBJECTS** this application on the basis that the arboriculturist reports have not been provided therefore we do not understand any impacts it has on the existing trees and hedgerows. It has also been noted that the boundary of the site and Ongar Road there has been some land grabbing as the existing hedge has already been planted nearer the highway. The Council had no



## LAMBOURNE PARISH COUNCIL

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

*Serving the Communities of Abridge & Lambourne End*

objection to the proposed building itself, there were concerns of over development of the site.

### **23.245 MEETING DATES FOR 24/25**

We agreed the next set of meetings for the forth coming year, all at Abridge Village Hall, at 7.45pm, unless otherwise shown:

- 12<sup>th</sup> June 2024
- 10<sup>th</sup> July 2024
- 14<sup>th</sup> August 2024
- 11<sup>th</sup> September 2024
- 16<sup>th</sup> October- Lambourne Parish Rooms
- 13<sup>th</sup> November 2024
- 11<sup>th</sup> December 2024
- 15<sup>th</sup> January 2025
- 12<sup>th</sup> February 2025
- 12<sup>th</sup> March 2025
- 16<sup>th</sup> April 2025 Lambourne Parish Rooms
- 14<sup>th</sup> May 2025 (incl AGM)

### **23.246 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

None

### **23.247 HIGHWAYS REPORT**

We have received an email from a Parishioner, complaining about the overgrowth on Hoe Lane and has submitted a complaint to Highways and has asked us to do the same.

Note: we will follow up

Cllr Hardy shared some information about solar signs for traffic calming on London Road and asked Councillors to consider options and come back to him, then if agreed at the next meeting, we will contact Highways to discuss a way forward.

Cllr Shreeve said there are two very large potholes in Hoe Lane. Both have been previously reported. Agreed for Cllr Shreeve to contact Highways directly to report again.

Finger Post at Lambourne End, Manor Road has been repaired and restored by Highways however we previously agreed to have one made which has also been completed, therefore we have a spare which has been put into storage whilst we find another site for it.

Previous meeting complaints were made about some overgrown large bushes. Cllr Drewe has looked at it and agreed it does need to be looked at, Cllr Hardy & Cllr Drewe will investigate.



## LAMBOURNE PARISH COUNCIL

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

*Serving the Communities of Abridge & Lambourne End*

Cllr Moore said there are some 30mph speed signs that are obscured by bushes in London Road, and Hoe Lane as well as one sign in the Market Square opposite the bridge which is facing the wrong way.

### **23.248 NEW PARISH COUNCILLORS**

None.

### **23.249 PARISH AGM**

AGM and APM will be on the same night, 15<sup>th</sup> May 7.45. Our website needs updating.

### **23.250 REVIEW OF COUNCIL POLICIES**

To review the Grievance, Health & Safety, Equal Opportunities, Sickness, Data Protection, Expenses, Grant & Discipline Policies.

All Councillors have read and agreed with the current policies.

Cllr Moore had some comments on the "The Good Volunteer Policy" Advised to speak to EALC (Pearl) for advice as required.

### **23.251 INTERIM RFO**

During the absence of The Clerk (who is the current RFO) we need to appoint an RFO. Cllr Knowles said the RFO does not have to be a member of the Council, but we do need to provide a letter of engagement, which Cllr Knowles has produced, and we all agreed he will be the point of reference for a new RFO.

Proper Officer proposed to be Cllr Karbaron, all agreed, he will liaise with the interim RFO.

### **23.252 CCTV AT THE PLAYGROUND**

Previously offline but has since been corrected and is operational.

### **23.253 PLAYGROUND INSPECTION**

We need to agree a date for inspection. Rospa has contacted us, and we need to contact them. All agreed to go ahead, Cllr Knowles will confirm dates.

### **23.254 GRASS CUTTING CONTRACT**

Pinnacle grass cutting contract is up for renewal. The Village Hall Trustees have provisionally agreed to take over the contract and we will provide a grant to support this. This needs formal confirmation but due to timescales and deadlines to renew the contract The Council voted and agreed to carry on the contract for the next 2 years and work to move this over to the Village Hall Trustees once the formal agreement in place.

### **23.255 COUNCIL INSURANCE**

Zurich insurance is due on 1<sup>st</sup> June, we will pick this up at the April meeting.



## LAMBOURNE PARISH COUNCIL

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

*Serving the Communities of Abridge & Lambourne End*

### **23.256 REPORT OF RESPONSIBLE FINANCIAL OFFICER**

Cllr Hardy passed the RFO report to Cllr Karbaron and Cllr Shreeve to approve the cheques. Bank reconciliation is not completed yet as the bank statement arrived too late for this meeting; will be emailed before the next meeting.

### **23.257 CHRISTMAS LIGHTS**

We are now out of contract. Ayslford Electrics provided another quote which Cllr Hardy shared, they agreed to keep the price the same as the previous contract. We would usually obtain more quotes but due to our situation of not having an active Clerk to help with this and this company is a known company which we are happy with the past service, we agreed to continue and renew for the next 3 years.

### **23.258 HR SUB-COMMITTEE**

To agree the Terms of Reference (ToR) for the HR Sub Committee.  
Cllr Knowles shared the new ToR for the committee and the reason behind it.  
Cllr Knowles proposed that the Council accepts ToR and ALL AGREED.

### **23.259 INFORMATION EXCHANGE**

Cllr Moore discussed the Link-up article. She said she would like to add an article on forthcoming council tax bands, but we don't have that available before Link-up deadline, therefore it could be added to next month's link-up.

### **23.260 DATE OF NEXT MEETING**

Note that next meeting will be held on Wednesday 17<sup>th</sup> April in the Lambourne End Parish Rooms.

**Private Session** (members of the public and guest note taker left the meeting)

### **23.261 STAFF MATTER**

Private session not recorded.

### **23.262 CLOSE OF MEETING**

Meeting closed at 21.55 pm.