

NAVESTOCK PARISH COUNCIL MEETING MINUTES

Tuesday 8th November 2022 - 18.00 START

Present: Councillors John Parrish known as Mike (MP), Rowena Bere-Brown (RBB), Adrian Enkel (AE), Chris Gelderbloem (CG), David Hoppit (DH)

Also Present: Clerk Victor Simmons (VS), plus 1 member of the public

22/53) Chairman's Welcome: The Chairman welcomed everybody present

22/54) Apologies and reasons for absence: Ray Balcombe (RB) - (EFDC meeting) - accepted

22/55) Declaration of interests with regards to items on the agenda: None

22/56) To approve the minutes from the Parish Council Meeting - Thursday 14th July 2022:
Minutes agreed as correct and signed by MP

22/57) Matters Arising:

57.01) Village Hall Sports Pavilion (build) and sports field Issues: MP - The pavilion was now erected with works moving forward as labour allows. There was agreement to proceed with a UKPN quote to provide a new power supply into the building, with internal electrics on hold awaiting our CIF grant application decision. BYFC and NPC had undertaken trial holes in the sports field with no issues found on testing prior to leveling / drainage works. ***MP & Clerk dealing***

57.02) Flooding & effluent Horseman Side / Goatswood Lane: AE - The problem was now 13 years old and still ongoing with little / no action by the EA. Clerk - Had been asked to produce a timeline by our local MP before he would look into the matter on our behalf. ***Clerk, AE, CG & MP dealing***

57.03) Health and Wellbeing: CG - Was investigating the "Winter Warmth & Welcome Spaces Fund" for possibly supporting the parish lunches. ***Carried forward (discussion topic for Councillors)***

57.04) Murthering Lane / Stapleford Abbots (Abbots) Golf Course: MP & CG - An appeal against the refusal for 40 mobile homes to EFDC had been lost. Surprisingly, their head of planning wasn't aware of the Navestock issues with such matters. ***Carried forward (discussion topic for Councillors)***

57.05) Spring Farm & Skip-A-Hoy (environmental issues): CG - Skip-A-Hoy have vacated the site which is now being cleared, albeit with unsatisfactory practices being undertaken. ***Carried forward***

57.06) Tyser Green, trees & flooding issues (Swan Housing): Clerk - Strutt & Parker (Henry Jex) have advised that Swan have finally accepted responsibility for the trees and intend to pollard three and fell one (T4). AE - It appears some residents are unhappy with this decision. ***Clerk & MP dealing***

57.07) Common Land (Curtis Mill Lane): CG, MP & DH - The barbed wire has now (apart from a few small pieces) been removed so the matter is deemed to be closed. ***Item resolved***

57.08) Neighbourhood Watch including CCTV: MP - The CCTV provision is currently under review after the initial mast was cut down within 24 hours of installation. ***Carried forward***

57.09) Shonks Mill Flood Storage Area: RBB - An EA email was read out giving an anticipated timeline plus an invitation to engage virtually with NPC which RBB will arrange. **Carried forward**

57.10) Navestock Side - Sewage Discharge: MP, CG & AE - The sewage was still unpleasant at times with no action from the EA. Clerk - Strutt & Parker had supplied an EA contact. **Carried forward**

57.11) Postcode issue (Curtis Mill Lane): DH – Was now using the new postcode having submitted the requested paperwork to BBC and all was ok (checked by RBB online). **Item resolved**

57.12) Dog waste bin - Navestock Side: MP - Offered to supply a plastic 25L bin fixed to a post which AE would empty once a week. **MP & AE dealing**

57.13) Sports field hiring policy: MP - Currently on hold awaiting BYFC supplying a draft lease (initially Sunday mornings use only) which they need for grant application purposes. **Carried forward (discussion topic for Councillors)**

57.14) Heath View (Navestock Heath): MP - Following discussion the matter was now deemed to be closed. **Item resolved**

57.15) Village Show: MP, CG & AE - All felt that the 2022 show had gone well and that The Village Society should be invited to assist again in 2023. Clerk - Asked for sign off of the distributed accounts and NVS split of profit which was agreed. **Item resolved**

57.16) FP38 - Priors Golf Course: MP, CG & AE - There was some confusion over the closure of the old path and opening of the new due to mixed messages between ECC Highways PROW team and BBC Planning (partial permission required). It was felt this was no longer an NPC issue. **Item resolved**

57.17) NPC Insurance renewal (expires 31/08/22): MP - Renewed by clerk. **Item resolved**

57.18) Essex Community Initiative Fund (CIF) 2022: Clerk - An application for £7K had been submitted (match funding) but no decision as yet which was overdue. There may also be an ECC Locality Fund opportunity to follow up on once the CIF outcome is known. **Clerk dealing**

22/58) Suspension of meeting for public participation with respect to items on the agenda

18.34 Meeting suspended for public participation

MP invited members of the public to comment on matters relating to the agenda. As there were none forthcoming public participation was closed.

18.35 End of public participation

22/59) Action on matters arising from public participation session: None

22/60) Current Matters:

60.1) Defibrillator software upgrade: MP & RBB - This is not relevant to NPC as our defibrillator is effectively stand alone and manually updated in the national database each month by RBB due to no internet connection. We will require to purchase new pads in April 2023. **Item resolved**

60.2) Hedgehog Highway Project: MP - Due to our rural location it was felt this was of no benefit

to Navestock. Clerk to write to the organiser and advise them accordingly. *Item resolved*

60.3) Navestock abandoned dog's charity: MP - Explained background to the initiative but although NPC are possibly prepared to enable such a fund they were not looking to administer or hold monies. Clerk to write to Carol Finney / Sheila Priest to advise. *Item resolved*

60.4) Village Hall flag: MP - The existing union flag was no longer fit for purpose. After a general discussion it was felt a cheaper replacement option was appropriate as it should only fly on specific occasions. RBB to investigate / purchase and advise the flag master. *Item resolved*

60.5) Common Land issues within Navestock Parish: MP & CG - It was apparent there were areas of unregistered land within Navestock Parish. On discussion it was felt this should be investigated with Land Registry, BBC and ECC. *Clerk & CG dealing*

60.6) Proposed changes to ward boundaries in Brentwood Borough Council: MP & CG - The proposed changes would see Brizes & Doddinghurst become Brizes & South Weald. This would also involve Stondon Massey joining the new ward. *Carried forward*

60.7) Brentwood Borough Council: Community Infrastructure Levy: MP - The proposal was discussed with concerns over the fees being proposed voiced. Due to the short timescale left before the survey closed it was felt there was little input NPC could make. *Item resolved*

60.8) Security of the "The Green" due to vehicular ASB: MP - There was a requirement to re-dig the now filled in ditch protecting "The Green" due to illegal vehicle access. *Clerk & RB dealing*

60.9) EALC "20's Plenty" proposal: MP - The proposal was discussed at length with various concerns voiced over its suitability / viability in rural locations. Neighbourhood Watch were intending to conduct speed watch activities following training. *Carried forward*

60.10) BBPCA AGM - Thursday 1st December: CG volunteered to attend. *CG dealing*

60.11) NPC 2023/24 budget and precept (initial discussion): MP - A decision would need to be made at January's meeting ready for precept submission to BBC. The clerk would be sending out the budget for consideration late December / early January. *Clerk dealing*

22/61) Reports from Working Parties: MP - There was an unauthorised double gate in Horseman Side, CG said planning enforcement were aware. AE - Nothing to report. DH - Asked for a status report on Spring Farm and Skip-A-Hoy. See 22/57.05, MP & CG advised residents call BBC Environmental Health to report the constant burning of waste etc on the site. RBB - Should the recent break in at the village hall be widely reported in the parish and beyond, it was felt this would be appropriate on the WhatsApp groups. CG - The Willow Tree on The Heath was touching power lines, MP advised report to UKPN.

22/62) Correspondence and Clerks Report: Clerk - There was a Brentwood LHP meeting in December, currently Navestock only had Horseman Side (signage & lining) listed awaiting validation. We had received a "Rural Mobility" in parishes survey, CG will deal. In the New Year MP and the Clerk will start to look at the NPC constitution and governance documentation as grant applications etc are starting to insist on more detailed information. An enquiry into the meadow at the end of The Green regarding a possible nature reserve had been declined, as it was earmarked as a commemorative area. The 2023 Essex Care Directory was due shortly, to be distributed as appropriate. Following a written request ashes

were being scattered on The Green on Friday 11th November. A dangerous broken signpost at the junction of Church / Sabines Road had been reported to highways, although it's unclear if such repairs were still being undertaken. The NATS team were due W/C 9/1/23, work requests required for submission. After discussion a donation request to the Essex & Herts air ambulance was declined, however £50.00 to be sent The Royal British Legion for Remembrance Day. CG would lay the NPC wreath at this coming Sundays church service at St Thomas', Navestock, 18.30 start.

22/63) Planning: MP - The Henge which was refused by the planning officer went to committee and was subsequently approved. RBB raised The Forge which was discussed at length with input from MP and AE.

22/64) Finance: MP has checked the accounts / records & everything is in order. Clerk - The 2021/22 Annual Governance & Accountability Return Part 3 (AGAR) had been passed with a minor observation regarding our internal audit. This was felt to be unfair as our internal auditor had no input into our accounts other than checking all was correct and producing the final document. PKF Littlejohn's 5-year AGAR contract was now up and the new external auditors were not yet known. Cheques to be signed were approved for Payroll (September & November), Clerk (printer ink), Marsh Limited (NPC insurance renewal), PKF Littlejohn LLP (AGAR), Navestock Village Society (split of village show profit). The clerk suggested NPC may wish to consider some sort of interest-bearing account moving forward, plus our VAT reclaim for 2021/22 was now lodged with HMRC.

22/65) Discussion Items and date of next meeting: CG - A resident had floated the idea of increased social gatherings. NPC had no issue with this and may be prepared to assist with costs, but not organise. There was an initial discussion regarding the forthcoming Coronation on May 6th 2023.

Next meeting: Tuesday 10th January, 2023

Meeting closed at 19.45

***Victor Simmons
Clerk to Navestock Parish Council
3rd January 2023***