

STEBBING PARISH COUNCIL

Telephone Stebbing 855805

Email: clerk@stebbing-pc.gov.uk

Dear Councillor,

You are hereby summoned to attend a meeting of the above named Parish Council to be held at **Virtually via video conferencing on THURSDAY 10th September 2020** at 7.30pm.

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. PUBLIC QUESTIONS**
- 4. COUNTY COUNCILLORS REPORT**
- 5. DISTRICT COUNCILLORS REPORT**
- 6. MINUTES OF MEETING** held on 9th July 2020 & extraordinary meeting held on 16th July 2020 for approval and signature
- 7. CLERKS REPORT -**
 - 7.1 Update on actions from previous meetings**
 - 7.1.1 – Downs Triangle update
 - 7.1.2 - Clerk to write to UDC refuse collection head of department to express the Parish Councils thanks for maintaining the refuse collections throughout the lockdown period
 - 7.2 Postal Correspondence –**
 - 7.2.1 – request from Essex & Herts Air ambulance for donation
 - 7.2.2 – Essex Wildlife magazine
- 8. COMMITTEE REPORTS**
 - 8.1 PLANNING: -**

APPLICATIONS –

Essex County Council consultation application number CC/UTT/89/20 - Construction of single-storey permanent double classroom building, mixed-use play area (MUPA), 5 no. car parking spaces and 5 no. bicycle parking bays.

Stebbing Primary School High Street Stebbing Dunmow Essex CM6 3SH
Ref. No: UTT/20/1877/CC | Received: Thu 30 Jul 2020 | Validated: Thu 30 Jul 2020 | Status: Awaiting decision

Proposed demolition of existing dwelling and erection of 3 no. dwellings, creation of vehicular access and parking areas and associated landscaping.

The Pyghle The Downs Stebbing Dunmow Essex CM6 3TU
Ref. No: UTT/20/2169/FUL | Received: Wed 26 Aug 2020 | Validated: Wed 26 Aug 2020 | Status: Awaiting decision

Proposed replacement of existing dwelling with 2 no. new dwellings and garages.

Meadow Brook Mill Lane Stebbing CM6 3SN
Ref. No: UTT/20/2127/FUL | Received: Fri 21 Aug 2020 | Validated: Fri 21 Aug 2020 | Status: Awaiting decision

DECISIONS –

Section 73A Retrospective application for the retention of Porch, proposed single storey rear extension, new bay window to rear, addition of new oak framed glazing to the rear and addition of a first floor window to the east elevation

Sycamore House High Street Stebbing CM6 3SQ
Ref. No: UTT/20/0597/HHF | Received: Tue 10 Mar 2020 | Validated: Tue 10 Mar 2020 | Status: Approved

Construction of car park for use associated with the church. Closure of existing access and creation of new and pedestrian access.

Land West Of St Marys Church Church End Brookend Road Stebbing Essex
Ref. No: UTT/20/1518/FUL | Received: Thu 25 Jun 2020 | Validated: Thu 25 Jun 2020 | Status: Approved

Change of use of land for the siting of a mobile home

Land At Lubberhedges Lane (Fir Tree Farm) Lubberhedges Lane Stebbing Essex
Ref. No: UTT/20/0926/FUL | Received: Wed 22 Apr 2020 | Validated: Wed 22 Apr 2020 | Status: Approved

Demolition of carport and erection of 1 no. residential dwelling and car port to serve both host and new dwelling.

Land Adjacent To Laurel House High Street Stebbing Dunmow Essex CM6 3SQ
Ref. No: UTT/20/0893/FUL | Received: Wed 15 Apr 2020 | Validated: Wed 15 Apr 2020 | Status: Approved

[Renovation works to existing garage including replacing roof tiles/wood, windows and door and internal alterations to enable roof storage. Renovation of drive from pea gravel to brick block design.](#)

End Cottage Church End Brookend Road Stebbing Dunmow Essex CM6 3SW
Ref. No: UTT/20/0213/LB | Received: Tue 28 Jan 2020 | Validated: Tue 25 Feb 2020 | Status: Approved

[Renovation works to existing garage including replacing roof tiles/wood and door and internal alterations to enable roof storage. Renovation of drive from pea gravel to brick block design. All windows to be retained as existing.](#)

End Cottage Church End Brookend Road Stebbing Dunmow Essex CM6 3SW
Ref. No: UTT/20/0212/HHF | Received: Tue 28 Jan 2020 | Validated: Tue 25 Feb 2020 | Status: Approved

APPEALS - None

ENFORCEMENTS –

[1. Widening of vehicular access and 2. Possible COU on land from Ag Land to storage of heavy goods vehicles](#)

Tilsbrook Duck End Stebbing Dunmow CM6 3BS

Ref. No: ENF/20/0164/C | Received: Wed 05 Aug 2020 | Status: Pending Consideration

PROPOSAL:- that Stebbing Parish Council agree to give the planning committee delegated powers to respond to the planning application for The Pyghle

8.2.1 PLAYING FIELD / EQUIPMENT COMMITTEE –

As per report attached at Appendix A

PROPOSAL: That Stebbing Parish Council agree to accept the quote for £700 + VAT from Mortimer contracts to replace the rear fence at Alcott Playing Field

PROPOSAL: That Stebbing Parish Council agree spend up to £2500 + VAT on repairs to the play equipment in all 3 playing fields as identified by our insurers in their inspection report.

PROPOSAL: That Stebbing Parish Council agree spend up to £1069 + VAT on 4 new metal signs for the 3 playing fields to replace the existing outdated ones, 1 for Mill Lane , 1 for Pulford and 2 at Alcott playing field, one in the entrance and one in the field itself

8.3 HIGHWAYS AND STREET LIGHTING COMMITTEE –

As per report attached at Appendix B

8.4 STEBBING GREEN COMMITTEE –

As per report attached at Appendix C

9. REPRESENTATIVES REPORTS

TRANSPORT – Nothing to report

FOOTPATHS - As per report attached at Appendix D

10. FINANCE

PAYMENTS FOR APPROVAL	NET	VAT	GROSS
ON-LINE PAYMENTS			
Clerks salary & expenses	721.05	0.00	721.05
HMRC	141.80	0.00	141.80
A & J Lighting	112.70	22.54	135.24
Mortimer Contracts Ltd	325.00	65.00	390.00
PKF Littlejohn (Auditors)	300.00	60.00	360.00
	<u>1600.55</u>	<u>147.54</u>	<u>1748.09</u>
PAYMENTS BETWEEN MEETINGS			
CHEQUES			
HMRC	119.20	0.00	119.20
ON-LINE PAYMENTS			
Clerks Salary & expenses	696.50	16.00	712.50
Mortimer Contracts	865.00	173.00	1038.00
B Bazley (NP domain name)	14.39	0.00	14.39
EALC (Training G Spilman)	40.00	8.00	48.00
The Sign Inc Ltd (covid signs)	105.00	0.00	105.00
	<u>1840.09</u>	<u>197.00</u>	<u>2037.09</u>
DD PAYMENTS			
BT (July)	33.20	6.64	39.84
SSE (Street Lighting July)	66.37	3.31	69.68
SSE (Street Lighting August)	71.21	3.55	74.76
TOTALS	<u>170.78</u>	<u>13.50</u>	<u>184.28</u>
INCOME SINCE LAST MEETING			
Permitted way Licences			20.00
TOTAL			<u>20.00</u>
BANK RECONCILIATION			
Brought Forward 30th June 2020	Current A/C	52,324.57	
	Saver A/C	144.88	
	Tracker A/C	5,377.41	
	No 2 Account	200.00	
TOTAL		<u>58,046.86</u>	

Less payments / cheques presented since last meeting	4,310.33
Less DD Payments	184.28
Plus Income	20.00

Reconciliation as at 2nd September 2020 **53,572.25**

Less Payments for Approval	1,748.09
Less unrepresented Cheques - 102793 ICO	40.00
TOTAL UNPRESENTED CHEQUES	<u>40.00</u>

Council funds as at 11th September 2020 **51,784.16**

11. VILLAGE HALL –

As per report attached at Appendix E

12. GYPSY CARAVANS

13. NEIGHBOURHOOD PLAN

As per report attached at Appendix F

PROPOSAL: That Stebbing Parish Council agree to accept the neighbourhood plan as produced by the steering group and proceed to the regulation 14 consultation.

14. WEBSITE / MEDIA WORKING PARTY

As per report attached at Appendix G

15. CLERKS SALARY – NATIONAL PAY AWARD

16. PCSO

17. STANSTED AIRPORT PLANNING APPEAL

PROPOSAL: That Stebbing Parish Council agree to donate £250 towards SSE's costs in relation to MAG's appeal against the refusal of their increased passenger numbers application.

18. ITEMS FOR NEXT PARISH COUNCIL AGENDA

19. DATE OF NEXT MEETING – 8th October 2020 at 7.30pm via video conferencing unless restrictions on inside meetings are lifted

Clerk to Stebbing Parish Council

Close of Meeting

APPENDIX A

Stebbing Parish Council Playing Fields Committee

Current Members: Gary Spilman (Chair), Jackie Kingdom, Ernest Howard, Sandi Merifield,

1. Maintenance Work

- a) As previously reported, a large section of fencing on the southern boundary to Alcott Field needs replacing. Under the terms of the license agreement with the landowner, the Parish Council are liable for this cost. A quote has been received from Mortimers for £700 +VAT to remove and replace approximately 45m of damaged post and rail fence. *A proposal to accept the quote will be raised at the Parish Council meeting.*
- b) The annual safety inspection of the play equipment was undertaken on 26 June by our insurers. There were no urgent safety issues but a number of defects which need to be addressed as soon as practicable. Two quotes have been received for the work and it was agreed that the Clerk should pursue a number of queries on costs and materials. *A proposal to spend up to the current highest quote of £2,500 + VAT will be raised at the Parish Council meeting.*

2. COVID Signage

Following new Government guidance on the re-opening of playgrounds and outdoor gyms, a webinar was attended on 13 July run by EALC. Although it had not been possible to close the play areas and therefore technically, they were not being re-opened, it is a requirement of the guidance and our insurers to undertake a risk assessment to demonstrate that all practical steps to reduce risk were being taken. The main recommendation for outdoor areas was to transfer the responsibility to the users of the equipment for cleaning and using hand sanitiser, since it would be impractical for the Council to clean each piece of equipment once one child had used it. A risk assessment was completed and approved together with appropriate signage. Durable aluminium signage was put in place in each field on 7 August following the receipt of various quotes. The cost fell within the clerk's delegated financial limit.

3. Permanent Signage

Updated signage was re-designed and agreed and quotes obtained. It was agreed that the number of signs needed to be increased to four to provide an extra one in Alcott field for users entering from their rear gardens. The Clerk was asked to obtain clarification on the relative strength of materials before a supplier could be selected. New dog poo signs have been produced and will be put in place when the main signage is installed. *A proposal to spend up to the current highest quote of £1069 + VAT will be raised at the Parish Council meeting.*

4. Grants

The Clerk will progress grant funding for a defibrillator for Alcott field. Possible grant funding for an upgrade of play equipment at Pulford field was discussed as a project for next year.

5. Incident at Alcott Field

An arson attack took place on the Football Club's container recently which was reported to the Clerk who advised they report the incident to the police.

Gary Spilman
3 September 2020

APPENDIX B

The culvert work is now completed and after a few hiccups the road is now fully open. The electricity to the lights by the culvert are completed and the lights will be fitted shortly. There is a hole by the culvert which has been there for some years but is being eroded further by excessive rain. A request has been put to Essex Highways for the hole to be filled and to look at the drainage from the new road over the culvert. Landscaping of the impacted gardens will take place in November.

A request had been made for yellow lines by the church. It was agreed we would wait until outcome of car park planning permission notified . We are now aware that permission for the car park has been given which should alleviate the parking around the bend and on the war memorial. It will be continued to be monitored.

The road markings and new signs have been installed along the B1057, it has not stopped the motorcyclists. There have been several queries from parishioners on the siting of the gates and Bran and Duck End signs, we have asked for clarification from Essex Highways. In addition there is a 30mph advisory sign within 15 yards of a Deregulation sign, again we have asked Essex Highways if this is correct

With regards to the wider B1057 problems which Stebbing PC (Gary Barrett) have been co-ordinating with other impacted parishes, we agreed a meeting once a quarter, with one nominated rep from each parish would be in order . We would chase EALC on the joint parishes note sent to them on the issues for escalation up their channels and Gary would consider sending to our MP.

We are awaiting the green light on starting the CSW but are looking for more volunteers. We have been advised (following a meeting between Police/Parishioners/SPC and CSW Reps) that the police will look to do more speed checks on days we consider to be more relevant.

We now have details of VAS signs which the committee will look into for both the B1057 and the excessive speeds now being done through the high street since the culvert has opened.

APPENDIX C

The damage to the Green after the Travellers left this time was substantially less than their previous visit. However our clerk has been liaising with UDC to get the garage asbestos and the rest of the rubbish cleared. The clerk has written to residents updating them on current actions taken.

Our contractor has cut part of the Green which will make it easier for Gigaclear to remove turf before laying the cable on the Green. They will replace the turf on completion of works. Our clerk agreed this with them as the least disruptive method to lay the cable. The control box will be tucked behind the tree opposite the Manor Cottage /Old Ryes drive A letter has been prepared to inform residents of the start date etc.

The pond lacks water again but has an amazing variety of weeds.

Margaret Rufus has discovered two more new wild flower plants on the Green this summer September 2020

APPENDIX D

Throughout lockdown our activities have been mainly limited to keeping our footpaths open (the nettles and brambles wait for no one – Covid-19 or not) and this summer I am sure they have been growing more than usual.

Unfortunately, what I do have to report is an outbreak of vandalism which is perhaps symptomatic of the anarchy that we see reported on the TV. e.g. our beaches and National Parks.

Recently a stile, which has been in place for over 10 years, had the bottom rail deliberately cut to allow passage for dogs. Also the wire fences adjacent to the next three stiles have been cut for the same reason.

Since dogs have been taken on highways since time immemorial, it's generally assumed that they can be considered a 'natural accompaniment' (a term used in a 19th century court case to describe things which might normally be taken by a walker) and that therefore dogs can be taken on public rights of way. However, despite the fact that a dog is a 'natural accompaniment' to users of rights of way, the law doesn't require stiles to be 'dog friendly' as it's the dog's keeper who has the right of passage, not the dog. Certainly nobody has the right to vandalise private property to suit their selves. In a similar vein last year I fitted a stop to a gate post so that in one direction the gate, which is there to keep wild animals out of the crop, would self-close. I found that the stop had been removed and has had to be replaced. That same afternoon I was talking to the gamekeeper who has had to put up 'Private Keep Out' signs in an attempt to stop people wandering about at will and disturbing the birds. Whatever one's views on the 'sport' if people kept to the proper footpath these problems would not occur. Just because there is a well-trodden path does not mean that it is a Public Right of Way (PROW) and also a group of people were, apparently, found setting up a picnic in a cornfield!

Brian Martin

APPENDIX E

The village hall committee met to discuss the new guidance under COVID and what could and could not be entertained in the village hall. All necessary action for the hall has been completed. Those wishing to use the hall need to ensure their activity also follows COVID guidelines. The village hall did receive the £10,000 grant which has helped with the upkeep of the hall and paid necessary wages.

The caretaker of the past 4 years, Michael Kingdom has given his notice due to ill health. The committee wished to thank Michael for all his commitment and hard work and best wishes to him for a recovery to better health.

APPENDIX F

The Neighbourhood Steering Group have now completed a draft version of the Neighbourhood Plan which is now with the parish council for a final check and endorsement before being put out for consultation to the residents of Stebbing along with a questionnaire to confirm the plan still meets their views

APPENDIX G

Web / Media Sub-Group – September 2020 Update

The second draft of the new Stebbing parish council web site has been delivered with further changes and new colouring. Testing of the site will continue now the summer holidays are over, with an aim to demonstrate the new site to the council at the October meeting.