

NAVESTOCK ANNUAL PARISH COUNCIL MEETING & PARISH COUNCIL MEETING MINUTES

Tuesday 16th May 2023 - 19.00 START

Present: Councillors John Parrish known as Mike (MP), Rowena Bere-Brown (RBB), Adrian Enkel (AE), Chris Gelderbloem (CG), Lucy Gelderbloem (LG), Roy Tyzack (RT), David Williams (DW)

Also Present: Clerk Victor Simmons (VS), PC Mark Sheridan-Brown (MSB)

ANNUAL PARISH COUNCIL MEETING

1. Current Chairperson's welcome: MP welcomed everybody, thanking them for their work during his tenure, referencing retiring Councillors Ray Balcombe / David Hoppit and the Clerk (VS)

2. Appointment of Chairperson for 2023/24: MP proposed Chris Gelderbloem (CG) as the new Chairperson which was seconded by RT and agreed by all. He then offered his congratulations and passed over the chain of office plus other relevant administrative items to CG.

3. Following the Parish Council election on Thursday 4th May all elected councillors are required to sign the "Declaration of Acceptance of Office" book: CG - signing completed.

4. Apologies and reasons for absence: None

5. Appointment of Vice Chairperson: Rowena Bere-Brown (proposed by CG, seconded by DW)

6. Appointment of Officers & Representatives in relation to the following:

Greens Charity: Jan Savill

Planning: Chairperson & Vice Chairperson plus all Councillors as deemed necessary

Common Land and Verges: All Councillors

Localism: All Councillors

Working Parties: Curtis Mill - DW, Horseman Side - RT, Murthing Lane - CG,
Navestock Heath - LG, Navestock Side - AE, Shonks Mill - RBB, Roving Brief - MP

Village Show: All Councillors

Village Hall Representatives: Ray Balcombe & Rowena Bere-Brown (RBB)

Parish Bankers: Bank of Ireland, Metro Bank

Internal Auditor: Stevenson & Co. (Phil Beare)

External Auditor: PKF Littlejohn LLP

The following statement was agreed:

Re-Confirmation that the Chairperson can make decisions between Parish Council Meetings in consultation with the Vice Chairperson and Clerk

The Annual Parish Council Meeting closed at 19.08

PARISH COUNCIL MEETING

19.09 Start

23/27) Chairperson's Welcome: CG welcomed everybody present (referencing our 2 newly elected Councillors) thanking them for their confidence in electing her as Chairperson.

23/28) Apologies and reasons for absence: None

23/29) Declaration of interests with regards to items on the agenda: CG (Church Road), AE (Tyser Green), MP & RBB (Shonks Mill), RT (Navestock Side)

23/30) To approve the minutes from the Annual Parish Assembly & Parish Council Meeting - Tuesday 14th March 2023: Minutes agreed as correct and signed by CG.

23/31) Matters Arising:

31.01) Village Hall Sports Pavilion (build) and sports field Issues: MP - Pavilion work was ongoing with the Eon-Next meter now installed in the GRP kiosk. The internal fit had started and it was hoped to obtain grants (CG) for the forthcoming plumbing works. RT asked if an external power point could be added. The Clerk gave an overview of the site power feeds. **MP & Clerk dealing**

31.02) Flooding & effluent Horseman Side / Goatswood Lane: AE - Voiced his disgust at the lack of action in general from the EA who have effectively abdicated responsibility to BBC. MP - BBC need to be pressed to act, our local MP is also fully aware of the issue. **Clerk, AE, CG & MP dealing**

31.03) Health and Wellbeing: CG - There had been some local Coronation events plus the hub continues to be well attended with 40 plus. RT - The event at Navestock Side went well plus he offered to run a local first aid event FOC which would include defibrillator training. **Carried forward**

31.04) Spring Farm & Skip-A-Hoy (environmental issues): CG - The EA have provided no meaningful update despite repeated requests. BBC Planning are aware of the buildings at the rear of the property and an enforcement notice has been served on one of these. **Carried forward**

31.05) Tyser Green - tree issues (Swan Housing): AE - Planning permission has now been granted for the tree works and a start date is awaited to make the area safe. **Clerk, AE & MP dealing**

31.06) Neighbourhood Watch including CCTV: CG - An initial camera is now in operation with others to follow which needs to be pushed through ASAP. MP - NPC had made a contribution towards cost. CG - A meeting involving all relevant agencies was being arranged. RBB - A group of loose horses were still roaming the local area but as yet hadn't been caught. **Carried forward**

31.07) Shonks Mill Flood Storage Area: MP & RBB - It seems new planning notices have gone up in the Shonks Mill area although it was felt the project was still at the consultation stage. The Clerk advised that a proposed EA Zoom meeting was still being requested. After discussion NPC would want to view the new flood remodelling before this took place. RBB queried a badger report on the EFDC website which was surely confidential information? Clerk to investigate. **Carried forward**

31.08) Navestock Side - sewage discharge: MP, AE & RT - Nothing new from Strutt & Parker (Henry Jex) although Scott Norris has dug a ditch to the rear of the properties. Apparently 80% of the properties do have klargesters, although these cost some £12K to install (RT). **Carried forward**

31.09) Dog waste bin - Navestock Side: MP - The new bin has been installed. **Item resolved**

31.10) Sports field hiring policy: MP - No change as BYFC yet to supply a draft lease (initially Sunday morning use only) which is needed for their grant application to improve the field. **Carried forward**

31.11) Common Land issues within Navestock Parish: DW & AE - Both were unhappy with BBC and their lack of interest in common land issues. This is however a complex matter. **Clerk & CG dealing**

At this point it was agreed to bring forward item 23/32 as MSB had limited time at his disposal

23/32) Suspension of meeting for public participation with respect to items on the agenda

19.38 Meeting suspended for public participation

MSB - Introduced himself as the local beat officer covering Navestock and beyond. He gave an overview of the way policing currently worked with examples of the challenges faced. MP & RT questioned response / lack of feedback, AE and DW asked about quad / off road bikes & interaction with the Met. He also explained the rationale behind the forthcoming agencies meeting (see 31.06)

20.02 End of public participation

23/33) Action on matters arising from public participation session: None (MSB left the meeting)

31.12) Proposed changes to ward boundaries in Brentwood Borough Council: CG - This is now set in stone (2025) with a new ward comprising Brizes, Stondon Massey & South Weald. **item resolved**

31.13) Security of the "The Green" due to vehicular ASB: Clerk - A new ditch has been dug between Navestock Side and Green Lane with further contractor works to follow down towards the library. AE commented on other ditch issues on the west side of Tyser green. **Clerk dealing**

31.14) Navestock Village Hall disabled access: MP - The temporary rubber ramp is currently still in place awaiting construction of a new concrete / tarmac apron. **MP dealing**

31.15) Parish Council elections - Thursday 4th May 2023: CG - Opened a general post-election discussion, there was disappointment at the 30% turnout plus a reminder to return expenses forms. The clerk said that Navestock was the only BBC parish to have a contested election. **Item resolved**

31.16) Coronation of King Charles III - Saturday 6th May 2023: MP - There had been limited response from residents inviting them to send a photograph of their property (featuring themselves) for a historical (possibly) digital album. A specific email address had been created. **CG & RBB dealing**

31.17) Shonks Mill Road / Dudbrook Road Lady's Hill (LHP Submission): CG, RBB & MP - There was disappointment with the latest repair at this junction and ECC Highway's lack of understanding of the ongoing danger. Lesley Wagland to be asked to help expediate matters. **Clerk dealing**

31.18) Navestock rubbish and litter issues: CG - Gave an overview of issues at BBC with fly tipping and rubbish collection in general. The local NPC annual litter picking events including the village hall tidy up with skip were scheduled for late May and June. **Carried forward**

31.19) Annual playground inspection 2023: MP - The inspection had been completed satisfactorily with only minor rust and paint issues. MP had filled some rusty holes and wood chip / artificial grass was going to be laid in due course to resolve some uneven ground problems. **MP dealing**

23/34) Current Matters:

34.1) Church Road - sewage discharge: CG - There are problems with the outfall from the new sewage system. This comes under BBC housing and has been reported to them. **CG dealing**

34.2) BBC Register of Interest Forms: Clerk - There are currently 3 forms outstanding and BBC are requesting all these are completed online by May 19th. **Clerk dealing**

34.3) EALC Funding & Applications Workshop - Monday 22nd May: CG attending. **item resolved**

34.4) Parish Councils - One Team Service Review - Wednesday 17th May: CG is attending and will report back as BBC are moving towards joint administration with other councils. **CG dealing**

34.5) NPC Insurance renewal (August / September 2023): Clerk - Gave an overview of the current situation (separate NPC and village hall policies) and suggested that the new sports pavilion should probably drive these coming under one (endorsed by AE). **Carried forward**

34.6) NPC meeting dates / start times 2023: Clerk - Explained the current situation and it was agreed to keep to the 2nd Tuesday of months 1, 3, 5, 7, 9, 11 with a 19.00 start. **Item resolved**

23/35) Reports from Working Parties: AE - Issues with motor bikes in Navestock Side and concerns over safety cuts being completed given previous issues. MP - Commented on extended road closures and were they notified correctly? Clerk to email out one.network email address where this can be easily checked. RBB - Pothole issues in Shonks Mill Road and a fly tip that BBC failed to investigate despite addresses being clearly visible. Also, resident complaints of mud on Dudbrook Road and driveway issues in Snakes Hill (Clerk to check). She also thanked Tony Hoyle and Ray Balcombe for repairs to the village hall car park. CG - Continued fly tipping in byways near Murthing Lane, cutting of Navestock Heath possibly earmarked for September and land up for sale near Jenkins Farm which needs to be monitored.

23/36) Correspondence and Clerks Report: Clerk - The purchase of a replacement minute book is still outstanding. RBB has purchased new pads and a battery for the defibrillator which were due to expire, this is now back in full service. The issue of motor bikes and cutting of the cricket square surround rope was still an issue. There was a Clerks forum on May 18th & the sports field was registered on the Active Places database (junior football). Ray Balcombe has agreed to continue maintaining the NPC website and the latest NATS team visit had not been notified to us meaning we missed our 3 monthly slot.

23/37) Planning: CG - Suggested a letter of support for Legh Cottage which was discussed and agreed.

23/38) Finance: MP has checked the accounts / records & everything is in order. The meeting approved the 2022/23 annual accounts following internal audit and the 2022/23 AGAR. The Clerk advised that the Public Rights Notice period would be between June 5th and July 14th. Cheques to be signed were approved for Payroll (May), EALC/NALC (affiliation 2023/24), Defib Central Ltd. (replacement pads & battery), TCG Disiti Ltd. (sports pavilion balance & guttering), BBC (CCTV contribution), Fenland LP Ltd. (playground inspection 2023), Stevenson & Co. (internal audit 2022/23).

23/39) Discussion Items and date of next meeting: None.

Next meeting: Tuesday 11th July, 2023

Meeting closed at 20.59

***Victor Simmons
Clerk & RFO to Navestock Parish Council
4th July 2023***