

# STAPLEFORD ABBOTTS PARISH COUNCIL

c/o Ellie Thomas, Clerk Tel: 07599 249962

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## Draft Minutes of the Council Meeting 7.15pm Tuesday JANUARY 6 2026

**Present:**

**Councillors:** . Jayne Jackson (Chair) (JJ) Colleen Atkinson (CA) Marion Francis (MF)

**Officers:** Ellie Thomas, Clerk

**In attendance:** 9 Residents

1420/26	<b>Apologies for Absence</b>		
	Kim Lidlow (KL) Rev R Gayler		
1421/26	<b>Declarations of Interest</b>		
	None		
1422/26	<b>Minutes of last Meeting</b>		
	Passed as a true record.		
1423/26	<b>Clerk's Report</b>		
	Usual bulletins from EFDC, ECC, EALC, Police, Travel Essex, Speedwatch, Tourism Essex, Libraries and Trading Standards circulated. Much of the incoming notices have been Christmas-orientated Info about EFDC recycling Christmas trees - on website Household waste collection seminar for councillors - circulated Suicide Prevention workshops run by EFDC upcoming. Have written to Navestock clerk to see if they have had issues with unauthorised settlements or any new initiatives - no response yet. EALC training at new hubs – circulated. Matt Bates has notice board – awaiting next step. Hill Group reps who came to last meeting have been thanked, and details up on site, FaceBook and boards Defibrillator has been repaired - the lock was faulty and is now working. We will monitor this. New Epping Leisure Centre opens 12/1/26 Church Lane fire on the 6/1/26 literally just before the meeting was reported.		
1424/26	<b>Matters for Report</b>		
	Tysea Hill finger post – action to get the quote from Matt Bates. Precept: parish insurance is likely to go up again. Suggested to ringfence £700. Clerk to check increases with CAS. Suggested that for footpaths works, we increase it to £1000 and for hedgerow works, increase it to £1000. Suggested about £3000 for all works within the village. Clerk to get a quote for doing the hedge trimming on the Hill beside Kensington Park from Ethan, also clearing the pavement coming out of Albyns Hall to the right, approaching the post box. Defibrillator - we now have two, so the £200 ring fenced should go up to 400 also. Please update the budget template with new sections. Also to add election expenses, which is £3000 for 2027 Council recruitment: Please get a prospective candidate the co-option paperwork ASAP. Service areas: no news from Chris Finney. Some people, however, have had flyers through the doors from NoToMoto. Clerk to speak to Chris Finney and maybe get some visuals from him, if he doesn't reach out before that Oak Hill green update: development will be Abbott's Chase. There was a burst pipe and a leak on 4/1/26 – reported. JJ to find out procedure if site manager is not available in case of an emergency. Suggested upheaval will subside when site crew get off road parking. The site apparently will have two entrances – action to check the planning application.		
1425/26	<b>Finance</b>		
	Transactions for the month. VAT to follow end December as per usual. Budget is covered. Precept is covered. Grit: ECC still cannot find our order - clerk has secured some from an old friend this week – for longer term it will be possible to order a pallet to go to the Top Oak with a free spreader; resident is to help administer VAT claim has been sent - £238.69 Permission to renew Jacqui Lawson £24 (To be presented next month.)		
	E THOMAS	CLERK DECEMBER 2025	352
1426/26	<b>Planning</b> (Development Control & Enforcement Team)		
	<b>EPF/2445/25 Crown Park Farm, Meadows, Bournebridge Lane, Stapleford Abbots, RM4 1LU</b> Variation of Condition 2 Plan numbers of EPF/1953/24 (Replacement dwelling using same footprint). RETURN 12/1/26: No objections.  <b>EPF/2389/25 Oak Hill Road, Stapleford Abbots, RM4 1JL</b> Advertisement consent, single-sided development sign. RETURN 19/1/26: No objection but we must underline that no changes to ancient hedgerows must happen. Noted also that this could be a distraction hazard at a dangerous bend.  <b>EPF/2514/25 Olivedale, Bournebridge Lane, Stapleford Abbots, RM4 1LT</b> Demolition of existing roof/first floor and construction of new pitched roof including first floor. New decking to rear including privacy screens. RETURN 19/1/26: No objection, providing the neighbours don't object.		

	<p><b>EPF/2450/25 Chestnut Cottage, Albyns Lane, Stapleford Abbots, RM4 1HR</b> Demolition of existing house and various ancillary outbuildings, and replacement with new single self-build detached dwelling. RETURN 19/1/26: No objection, providing neighbours don't object. Noted that the existing road should be maintained throughout; it is suitable for horses, but not HGVs. Also there should be clauses for speed restriction, suitable working hours, and wheel washing.</p> <p><b>EPF/2545/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ</b> Alterations and extensions to the main house, conversion of stable building to provide ancillary facilities, and new outdoor heated swimming pool with associated hard landscaping works. RETURN 19/1/26: The only concern is that HGVs will be using a narrow road that is already damaged. Please impress that there must be conditions to maintain the private road via Guttridge lane. Also please use an alternative route not through the village for HGVs, ie for muckaway - maybe by Abridge and Passingford Bridge</p> <p><b>EPF/2546/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ</b> Change of use from agricultural to residential curtilage and introduction of an outdoor swimming pool. General conversion of stables building to provide ancillary facilities incidental to that of the Manor House. Provision of a Guest Bedroom Suite, Gym, Cinema Room and Entertainment Space, plus WC and Changing Rooms to serve new outdoor swimming pool. RETURN 19/1/26: The only concern is that HGVs will be using a narrow road that is already damaged. Please impress that there must be conditions to maintain the private road via Guttridge lane. Also please use an alternative route not through the village for HGVs, ie for muckaway - maybe by Abridge and Passingford Bridge</p> <p><b>EPF/2548/25 Battles Hall, Hook Lane, Stapleford Abbots, RM4 1EP</b> Installation of new ground floor window to west gable elevation during planned render renewal works. RETURN 19/1/26: No objection.</p> <p><b>EPF/2572/25 Wych Holm, Bournebridge Lane, Stapleford Abbots, RM4 1LT</b> Ground floor rear extension and an extension of existing rear dormer, in addition to implemented ref EPF/ 2656/21. RETURN 19/1/26: No objection, providing the neighbours don't object. Prior application has already been approved.</p> <p><b>EPF/2577/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ</b> Grade II Listed Building Consent for alterations and extensions to the main house, conversion of the stables building to provide ancillary facilities, and the introduction of a new outdoor heated swimming pool with associated hard landscaping works. RETURN 19/1/26: No objection.</p> <p><b>EPF/2580/25 Stapleford Hall, Stapleford Road, Stapleford Abbots, RM4 1EJ</b> Grade II Listed Building consent for change of use from agricultural to a residential curtilage and introduction of an outdoor swimming pool. General conversion of the stables building to provide ancillary facilities that are incidental to that of the Manor House. Provision of a Guest Bedroom Suite, Gym, Cinema Room and Entertainment Space, plus the provision of WC and Changing Rooms to serve the new outdoor swimming pool. RETURN 19/1/26: No objection.</p> <p><b>EPF/2581/25 Battles Hall, Hook Lane, Stapleford Abbots, RM4 1EP</b> Grade II listed building consent for installation of new ground floor window to the west gable elevation during planned render renewal works. RETURN 19/1/26: No objection.</p>
1427/26	<b>Parish Council Projects</b>
	Archives: Clerk to order new minutes book.
1428/26	<b>Correspondence</b>
	Resident contacted re. the Oak Hill estate flood and other matters asking for response to queries, resolved. Phone call from old resident to say Happy New Year to the council and village.
1429/26	<b>Meetings of Outside Bodies and Training Courses</b>
	None as yet. Clerk to contact EALC and ask if it is compulsory to be a member of EALC and NALC – what do we get if we renew?
1430/26	<b>Highways</b>
	Pot hole at the top of Tysea Hill and a hole outside the left hand side of Bournebridge Lane, patched up by a neighbour. More holes and damaged drains on Tysea Hill; pothole going into Bournebridge Lane, which is very deep; upper Bournebridge Lane is full of holes. These have all been reported by JJ and others. They are all being monitored, apparently, by ECC. Resident suggested it's linked to drainage and works on new properties. The village roads are diabolical: action to write to Cllr McIvor. Resident indicated that the old lanes and the fill ditches are becoming new roads, but were never designed for this amount of traffic. Signs: 40mph and 50mph limit signs are very close together. Action to ask ECC Highways why. Drain holes which are sunk or loose are being monitored. Flooding on the roads is also happening. Action to get Cllr Cunningham of ECC to do a site visit. Crime: Residents went on holiday recently and came back to a 27 inch machete in their garden. They were told to take it to any police station .JJ called PC Andy Cook, and he picked it up and took it away.
1431/26	<b>Matters for future Agendas</b>
	Section 106
1432/26	<b>Open Forum</b>
	Section 106: JJ spoke with Ms Lisa Fountain who sent a legal letter to EFDC, and JJ has spoken to them too. We will ask for interest on the money. Action to chase the other two 106 applications. Ms Fountain offered to give us a talk about her uncle's idea for A community hall. She wants to keep to this vision. Noted that the triangle of earmarked building land has been tidied up. Resident noted the craft fair held at the pub – vote of thanks raised to Catherine Burnett for organizing it, everyone enjoyed it. Resident asked about the Oak Hill caravan application: It was refused but is being monitored. Footpaths report: nothing for December and January but the team is primed and ready to start paths reviews and checks in Feb and March to enable us to plan our works and maintenance and fill in the grant forms.
1433/26	<b>Time &amp; Date of next meeting</b>
	Next meeting 3/2/26 - this meeting closed at 20.19. Action to firm up the date of the AGM in April

Signed by Chair: ..... Date: .....

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