

STAPLEFORD ABBOTTS PARISH COUNCIL

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Draft Minutes of the Council Meeting 7.15pm Tuesday NOVEMBER 4 2025

Present:

Councillors: Jayne Jackson (Chair) (JJ) Marion Francis (MF)

Officers:

Ellie Thomas, Clerk
6 Residents

In attendance:

1392/25	Apologies for Absence
	Kim Lidlow (KL) Colleen Atkinson (CA) Cllr Clive Amos of EFDC. Meeting was not quorate so no decisions could be made – members present made recommendations only, subject to agreement later
1393/25	Declarations of Interest
	None
1394/25	Minutes of last Meeting
	Confirmed as a true record
1395/25	Clerk's Report
	<ul style="list-style-type: none">Usual bulletins from EFDC, ECC, EALC, Police, Travel Essex, Speedwatch, Tourism Essex, Libraries and Trading Standards circulated.No to Moto met Alex Burghart MP 23/10/25. Feedback from the campaign group: Thank you to the 51 members who joined us last Thursday for the meeting with Alex Burghart MP. After statements, presentation and Q&A session, Alex Burghart gave his support for the campaign; and a promise that, if Brentwood Borough Council (BBC) wants to grant Moto's planning application, he'll ask the Secretary of State to call it in. BBC can reject Moto's application at any time; but <i>it can't grant it</i>, without giving notice to the Secretary of State. If notice is given, the Secretary of State can call the application in; and, if he does, he decides the application, instead of BBC. Applications are much more likely to be called in, if a local MP asks for that to happen - If the application is called in, NoToMoto has an opportunity to put our case to the Secretary of State before he makes his decision.In the next few weeks, NoToMoto will: write to Councillor Pat Brown of London Borough of Havering (LBH) to ask her to encourage LBH to object to Moto's application - LBH has made some submissions to BBC; back-up N2M letter with a petition for LBH to consider at its next meeting; and arrange to meet David Worsfold, BBC councillor and chair of BBC Clean and Green Committee and BBC's lead on the Climate Emergency to explain concerns to him.Ray Russell will do the reading and lay wreaths on Remembrance Sunday.EALC member training - new hubs Saffron Walden Town Hall - Springfield Parish Centre - Stanway Lakelands Centre - Witham Town HallCommunity pharmacy survey - circulatedTravel Essex Love Your Bus Grant will launch on 1st November 2025. to support local transport improvements led by Parish and Town Councils, with funding available for projects that enhance accessibility, sustainability, and community engagement with local bus services. TE will hold weekly engagement and Q&A sessions every Thursday from 1–2pm (register online). These sessions will cover: Application guidance - Eligibility criteria - Scoring process - Grant agreements - Post-award monitoring schedules. Signposted all to the Love Your Bus Grant Fund Information Hub which will include all relevant forms, documents, and links – including new dates for engagement sessions, which will continue throughout the application period.5th November 2025 Epping Forest District Association of Local Councils meeting 2pm - awaiting feedback.Oak Hill Green – clerk received an email from a concerned resident who had issues registering comments on the site. Another resident at the meeting had the same issue - she spoke to the planning office, who gave her an email address to send it to (AppComment address). To contact Environmental Agency and Thames Water.To report ditch at chicken farm to the Environment Agency and Trevor at EFDC.
1396/25	Matters for Report
	<ul style="list-style-type: none">Sign cleaning - We have heard nothing from the Instagram contact, so time to consider alternative arrangements. JJ, saw a machine to wash signs - approx £40 pounds – suggested we purchase, to return to when quorate.2026-7 budget and precept. Suggested to include extra for doing our own hedgecutting, sign cleaning, and footpath clearing (on path uphill to Top Oak). To refer to all Councillors for opinions and suggestions for what they want to spend money on being cleaned, trimmed, tidied, or generally maintained. It is known that ECC have long delays for fixing things, this could be a way round. To return to when quorate.Maintenance: JJ, to speak to R Bates and JRL about Tysea Hill road. Clerk is talking to Matthew Bates the notice board and the finger post, and Ethan the gardener has Bournebridge Lane hedges pencilled in for 8/11/25.Section 106: to email EFDC again and copy in parish councillors, and return to when quorate.Motorway Service areas update: see the clerk's report. JJ and MF went to the meeting with Alex Burghart. Watch this space for more. NoToMoto are very happy about the letter that the church sent about the parish and church commissions.Clerk to send a round robin to all with budget spreadsheets.Tommy: one of our original ones is missing despite thorough searching. Clerk to inquire if we can claim this off the

	Parish Insurance - it was £175 plus £25 postage and packing.		
1397/25	Finance		
	Transactions for the month. VAT to follow end December as per usual.		
	E THOMAS	CLERK OCTOBER 2025	275
	J JACKSON	POPPY WREATHS	59.97
	RBLI	NEW TOMMY	200
	MATT BATES	BUS STOP MAINTENANCE	533.33
1398/25	Planning (Development Control & Enforcement Team)		
	<p>Meeting was not quorate so no decisions could be made: these responses are recommended subject to agreement.</p> <p>EPF/2077/25 Grangeway, Oak Hill Road, Stapleford Abbots, Romford, RM4 1JL Proposed single storey, part two storey rear extension, with patio extension, with removal of the existing rear extensions and conservatory, with extension to existing side garage. Loredana Ciavucco RETURN NOV 10 2025 NO OBJECTION (subject to agreement). We would ask if it is over the footprint - however it would not be out of keeping as the grounds are extensive</p> <p>EPF/2112/25 Albys Farm, Albys Lane, Stapleford Abbots, Romford, RM4 1RS Grade II listed building consent for external repair works. Frederique Caillat RETURN NOV 10 2025 NO OBJECTION (subject to agreement). There would be restrictions placed on it any way as it is Grade 2 Listed. Monthly roundup advised that Albys House guard house and Twin Oaks both were refused.</p>		
1399/25	Parish Council Projects		
	<ul style="list-style-type: none"> The Church says that the 100 club needs new members. Leaflets are going out. Suggested to flag up on the parish council website, and JJ to promote it at the Christmas market and welfare trust meal. Christmas market is 10-2 on 16/11/25 in the village hall, all are welcome. JJ will talk to Graham about donkeys. Big Sing 5/12/25 at Abridge at 7.15 There will be music and food. The Welfare Trust has booked the panto at Queen's - Jack and the Beanstalk - 22/11/25. Contact Mandy for tickets. Eco projects at the church: Rev Gayler proposes a meeting with the parish council, the footpaths team, the school and the church to ascertain the story so far and projects possible for the future. We could then build a case for being a green council. Clerk to research – start with JJ's contact Stephen. To return to when quorate. Welfare Trust: many elderly people in Stapleford Abbots don't know this, and it could be of great benefit. Clark to do article in Linkup and feature on the website, leaflets to follow. Lunch will be taking place at the 27/11/25 at The Rabbits. 		
1400/25	Correspondence		
	<ul style="list-style-type: none"> Ethan - Hedge cutting pencilled in for Nov 8 2025 Matt B – mounting notice board at bus shelter - queries in progress. Also finger post quote - TBC Travel Essex Transport Engagement Meeting and Drop-In Session on 19/11/25 Baptist Church in Chelmsford. Hall hire query from potential hirer - signposted to Liz Whymark Oak Hill Green – see above - residents report that the ability to comment has been removed so they are asking for SAPC support in representation. Anomalies with plans and adjusted conditions such as dropped curbs and a changed application to link to public sewers where the road already floods. AppComment link provided to residents. 		
1401/25	Meetings of Outside Bodies and Training Courses		
	NoToMoto (see above); unable to attend small councils forum but minutes anticipated.		
1402/25	Highways		
	To report holes and drains again. All are encouraged to do this in re. roadway outside the village hall where there is a massive flood. Residents who have problems with neighbours lights being on has reported that they are on for a month and then off for a month, and when it's on, it's on 24 hours, but they are keeping it under observation.		
1403/25	Matters for future Agendas		
	None.		
1404/25	Open Forum		
	<ul style="list-style-type: none"> Footpaths roundup November 2025 - Last report for 2025. <p>Firstly a massive thank you to our volunteers who give up their time freely to keep our footpaths open for all to enjoy. Alongside the usual vegetation clearance this year we have focused on ensuring paths are along the legal definitive lines as we found many have evolved to veer from the actual path. This helps where ownership of land changes and or where developments cross footpaths as it ensures clarity of the legal line and responsibility of landowners. We still have work to do in this respect as negotiations and or enforcement does not happen overnight. Routes have been adjusted on paths around the fields to the north of the village, mainly PROW 12, 10 and 8 and the route from Oak Hill Road to Bournbridge Lane, PROW 20. For next year's plans we aim to work on clarity of routes to the rear of all the new developments on Stapleford Road. Good news here PROW 22 through High House farm is open, less great we uncovered blockages on PROW 21 where walkers cannot access or egress at Bournbridge Lane between Bournbridge Farm and Knolls Hill farm. This has been reported. It's an ongoing job and occasionally we do encounter some reluctant landowners but we will keep working at it.</p> <p>We are down a couple of members due to health reasons and would very much welcome new blood in the team for 2026. Please Contact Catherine if you are able to assist. Its great fun and great exercise, not to mention the beautiful views.</p> <ul style="list-style-type: none"> Oak Hill Green - write to planning officer to object, also Environment Agency, Thames Water & Affinity Water, about supposed sewage and drainage arrangements as non-return valves will affect houses and road nearby. Trevor Baker at EFDC already knows, and is concerned. Ask for copy of updated plans and to arrange alternative for the drains. Theydon Bois drama company are doing a production of Glorious - 27th 28th and 29th of November. All are welcome. E card for C Burnett to say thank you for all of your work with the footpaths. Sympathy card to go to Jill Balcombe because her husband Peter has recently died. Clark to provide Christmas card list, including local contacts Andy King and the Welfare Trust. 		
1405/25	Time & Date of next meeting		
	NEXT MEETING 2/12/25 AT 19:15, there will be Christmas drinks and nibbles. Meeting today closed 20:23		

Signed by Chair: Date:

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