



The Tythe Barn, High Street, Stock, Essex CM4 9BU

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MINUTES

Minutes of the meeting held on Monday 15th February 2021 at 7:00pm over Zoom Meetings.

The meeting began at 7:00pm.

Present: Cllrs. O'Connor, Millernas, Porter, Walter, Gray & Grundy

Apologies: Cllr. Winn and Cllr. Johnson

In the Chair: Cllr. Fenwick

ITEM	DESCRIPTION	ACTION POINTS
1	Apologies for absence Apologies for absence were received from Cllr. Winn and Cllr. Johnson.	- None.
2	Declaring any personal or prejudicial interests No personal or prejudicial interests were declared.	- None.
3	Democratic time No questions were raised by the parishioners in attendance.	- None.
4	CCTV System. Cllr. Fenwick asked Councillors if they wished to pursue the proposed CCTV system and to come to an agreement on the quantity of cameras and locations for CCTV instalment. Cllrs. confirmed that were in favour of the CCTV camera installation. Cllr. Fenwick estimated the cost of four to six 'Hikvision DarkFighter' CCTV Cameras to cost around £20,000. Cllrs. were in agreement that this cost was appropriate for the intended purpose. Cllr. Gray highlighted that he would be having a meeting with Spencer Clarke, the Link CCTV representative, on Wednesday 17 th February. Cllr. Fenwick asked for Cllrs. to consider locations for CCTV installation, and suggested the Common, potentially the Village Hall, and the High Street. Cllr. O'Connor highlighted that she had written to the Village Hall to inform them on the possibility of CCTV installation and was yet to receive a response. Cllr. Millernas suggested installation around the Catholic Church. Cllr. O'Connor highlighted that the Church will be gated, and therefore there may not be a need for CCTV monitoring. Cllr. Porter suggested installation outside All Saint's Church. Cllrs. were in agreement that CCTV placement on the High Street would be beneficial for the village. Cllr. O'Connor suggested installation around Hankin's Wood car park. Cllr. Fenwick highlighted that electricity supply and trees affecting data reception would pose an issue.	

	<p>Cllr. Walter suggested CCTV placement near the 30mph speed limit to pick up car registration plates who enter the village. Cllr. O'Connor highlighted that the CCTV would not register car speed.</p> <p>Cllr. Porter suggested CCTV placement on Mill Road and Swan Lane to cover the access roads into the Village. Cllr. Walter was in agreement. Cllr. Fenwick highlighted that the High Street would be a priority.</p> <p>Cllr O'Connor suggested Cllrs. should walk around to consider the best CCTV locations. Cllrs. were in agreement. Cllr. Fenwick highlighted that Cllrs. would need to consider access to electricity and permission from the landowners.</p> <p>Cllr. O'Connor suggested that SPC buy a few camera's every year and then SPC could consider how successful they are and potentially add to the server, which could hold up to 16 cameras. It was agreed that Cllr. Gray would find out the most cost-effective way to purchase multiple cameras.</p> <p>Cllr. Grundy asked about the maintenance charge of CCTV cameras. It was agreed that Cllr. Gray would find out at his meeting with the CCTV representative.</p> <p>Cllr. Gray also highlighted a concern for having too many cameras throughout stock. Cllr. Grundy was in agreement.</p> <p>Cllr. O'Connor highlighted that the proposal CCTV cost was around £11,000 for two cameras. Cllr. Fenwick explained that the proposed cost came to £11,000 for 2 cameras, however the installation of servers increased the price and the individual cost per camera was between £3000-£5000.</p> <p>Cllr. Millernas suggested asking the CCTV representative's advice on camera location, and Cllr. Gray highlighted that they will conduct a survey of all suggested locations.</p> <p>Cllr. Millernas asked if the CCTV would be paid using the CIL Money. Cllr. Fenwick explained that it would come out of the SPC budget.</p> <p>All Cllrs. were in agreement that the Common would require a CCTV camera. Cllrs. agreed that Cllr. Gray would ask the questions raised during this discussion, and the location and quantity of cameras will be reassessed after the CCTV meeting.</p>	<p>- Cllrs. to consider potential sites for CCTV around Stock.</p> <p>- Cllr. Gray to raise question at CCTV meeting.</p> <p>- Cllr. Gray to raise Cllr. Grundy's question at CCTV meeting.</p> <p>- Cllr. Gray to send question responses to Cllrs after CCTV meeting.</p>
5	<p>Planning Matters:</p> <p>a. Ref. No: 18/01631/S73: Site at 140 Mill Road Stock Ingatestone CM4 9LR SPC would have anticipated highways to have given the original application consideration with regard to emergency access, further evidence for the necessity of this with this application would be required as this would appear to be a guise for an in and out drive.</p> <p>b. Ref. No: 21/00057/FUL: 14 Myln Meadow Stock Ingatestone Essex CM4 9NE All Councillors were in agreement: No Comment.</p> <p>c. Ref. No: 21/00091/FUL: 41 Well Lane Stock Ingatestone Essex CM4 9LZ SPC consider this to be out of scale with the existing building and dosent conform with the VDS.</p> <p>d. Ref. No: 20/00312/S73: 150 Mill Road Stock Ingatestone CM4 9RU All Councillors were in agreement: No Comment.</p> <p>e. Ref. No: 21/00018/FUL: Stockbrook Orchard Stock Road All Councillors were in agreement: No Comment.</p> <p>f. Ref. No: 20/00312/DOC/1: 150 Mill Road Stock Ingatestone CM4 9RU All Councillors were in agreement: No Comment.</p> <p>g. Ref. No: 20/01811/NMAT/1: Trees Madles Lane Stock Ingatestone Essex CM4 9QA SPC would question the need for roof lights.</p> <p>h. Ref. No: 21/00162/FUL: Village Hall Common Road Stock Ingatestone Essex CM4 9NF SPC do not support this application for the following reasons:</p>	

	<ul style="list-style-type: none"> • The village Hall is registered as a charity with The Charity Commission for England and Wales, Stock Village Hall [301408]: This states under The Object of the Charity that the village hall is for the use for the inhabitants of the area of benefit without distinction or political, religious or other opinions, including the use for meetings, lectures and classes, other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants, therefore SPC would question the authenticity of this application. • The village hall falls within the conservation area, the gate is totally out of character with the village and street scene and does not conform with the VDS. • The village hall is the hub of the village and the site for a defibrillator for emergency use requiring easy access. • The village hall is frequently used by mothers for school rendezvous and village parking. <p>i. Ref. No: 20/02112/FUL: 8 High Street Stock Ingatestone Essex CM4 9BA SPC accept this in principle but question the size of the intended development compared to the existing building.</p> <p>j. Ref. No: 21/00025/FUL: 13 High Street Stock Ingatestone Essex CM4 9BD SPC consider this to be an over development of the original cottage which is central to the conservation area High Street scene and dos not conform with the VDS.</p> <p>k. Ref. No: 21/00156/FUL: Plantation Cottage West Mill Road Stock Ingatestone CM4 9RG All Councillors were in agreement: No Comment.</p> <p>l. Ref. No: 21/00087/FUL: 28 High Street Stock CM4 9BA All Councillors were in agreement: No Comment.</p> <p>m. Ref. No: 21/00246/FUL: 2 Hereward Mount Stock Ingatestone Essex All Councillors were in agreement: No Comment.</p> <p>n. Ref. No: 21/00188/FUL: 35 Mill Road Stock Ingatestone CM4 9LN All Councillors were in agreement: No Comment.</p> <p>o. Ref. No: 20/02022/FUL: 33 Mill Lane Stock Ingatestone Essex SPC consider the gates to be too big, out of character with the street scene and do not conform with the VDS.</p> <p>p. Ref. No: 20/02001/FUL: Tetlows Downham Road Stock Ingatestone SPC would question the size of the intended garage, this is on the scale of a separate individual building.</p>	<p>- Cllr. Fenwick to upload comments to Planning Portal.</p>
6	<p>Councillors delegated duties and discussion items.</p> <p><i>Cllr. O'Connor - Events and Leisure</i> Cllr. O'Connor explained that she had contacted Bill Wright from Swanland Homes Mill Road development regarding the infilled ditches. Cllr. O'Connor explained she had received a swift response from Bill Wright explaining that perforated drainage pipes had been installed in the ditch and concealed with soil. Cllr. Fenwick was in support of this drainage management approach for the Common drainage. Cllr. O'Connor had informed the parishioner who had raised this matter, and who later highlighted their concern as to whether other parishioners could infill their ditches and state that they too had maintained the drainage system. Cllr. O'Connor highlighted that SPC cannot monitor this work and this sits outside of planning control. Cllr. Fenwick also highlighted that the land belongs to Lord Petre and SPC do not have the authority to police drainage. Cllr O'Connor suggested forming a sub-committee in the short-term to identify the locations of drainage problems, who are responsible for the ditches, and liaise with Essex County Council go put together a strategy. Cllr. O'Connor highlighted that the ditches are often attached to parishioner's plots and SPC cannot insist homeowners</p>	

<p>to maintain the ditches. Cllr. Fenwick highlighted that this issue is most prevalent around the Common, and suggested writing to Essex County Council to see what could be done.</p> <p>Cllr. O'Connor suggested that SPC should try to do a survey of the drainage issues in the village. Cllr. Fenwick suggested it would be best if the exploration holes are first dug on the Common to illuminate where drainage water goes.</p> <p>Cllr. Porter suggested having a map drawn up of the location of the ditches around the village and find the main routes of water discharge. Cllr. Millernas explained that Stock already has a drainage map. Cllrs. were in agreement that Cllr. Fenwick would send the map to all Cllrs. and that SPC should conduct surveys after the exploration works on the Common.</p> <p>Cllr. O'Connor also explained that she had not had a response from Andrew Turk regarding the issue of parking on Whites Hill and cars trying to pull out onto Mill Road.</p> <p>Cllr. O'Connor also highlighted that the SPC elections are on 6th May, and SPC need to make sure residents are aware of how to apply for the vacant Councillor position, which would involve contacting CCC for their candidate pack. Their application would need to be in by the 13th April. It was agreed that Cllr. O'Connor would draft social media posts to inform parishioners on the election processes.</p> <p>Cllr. Millernas – Footpaths & Countryside</p> <p>Cllr. Millernas confirmed that footpath 45 does exist however it is currently blocked. Cllr. Millernas explained that ECC are aware of this issue, and they are hoping to get funding for a bridge over the river to open a footpath that leads to other footpaths. Cllr. Grundy highlighted that he was unsure as to when this would occur. Cllr. Millernas explained that the works needed to be done before 2026 otherwise the footpath would no longer be considered a public footpath. Cllr. Porter highlighted that parishioners were confused as to whether they had permission to walk the land. Cllr. Millernas explained that parishioners should continue to use the footpath.</p> <p>Cllr. Millernas also explained that the map is ready to print, and highlighted that the print cost would be £1500. It was agreed that Cllr. Fenwick would send the print quote with the map to all the Cllrs. to approve the print.</p> <p>Cllr. Porter- Village & Open Spaces</p> <p>Cllr. Porter informed Cllrs. that she had been in contact with Cllr. Walter and Cllr O'Connor alongside residents regarding the drainage issues down Back Lane. Cllr. Porter had been in contact with Essex Highways who did not deem the drainage issue a current priority. Cllr. Porter had also been in contact with CCC and Essex Wildlife, who had received a similar response to the issue. Cllr. Porter explained that one of the residents from Imphy Hall had put in a 'Green Claim', and Cllr. Walter has helped the resident put together a portfolio of the state of the road over the last 5 years. Cllr. O'Connor also highlighted that she had sent a letter to the landowner and the tenants regarding the destabilised banks and continuous bank fall as a result of the spraying of vegetation and loss of root stabilisation. Cllr. O'Connor had highlighted that SPC are happy to work with the landowners, and is yet to receive a response. Cllr. O'Connor also explained that she had been in contact with Essex Highways to have support with how to work with the landowners, and is yet to receive a response. Cllr. Walter explained that the road widening was beneficial for fire truck access, however if there was a land slide, the access would be prohibited. Cllr. Porter and Cllr. Walter had both been in touch with Essex Fires who will come and assess the road and the banks within the next week. Cllr. Grundy suggested keeping the Back Lane banks as an agenda item and revisit this item once Essex Fires have reported back to SPC. All Cllrs. were in agreement.</p>	<p>- Cllr. O'Connor to contact ECC regarding ditches.</p> <p>- Cllr. Fenwick to forward Map to all Cllrs. - Cllr. Fenwick to inform Cllrs. on exploration dig findings.</p> <p>- Cllr. O'Connor to draft social media posts regarding Cllr. Election.</p> <p>- Cllr. Fenwick to send print quote with the map for Cllrs. to approve.</p> <p>- Cllr. Porter to provide update from Essex Fires visit in next meeting.</p>
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<p>Cllr. Porter also suggested that Stock should consider investing in a salt bin. Cllr. Gray highlighted that handheld salters could be purchased for £1200. Cllr. Fenwick suggested asking Swift to work on road salting in the future. Cllrs. were in favour, and Cllr. Fenwick would ask if Swift would take this on. CLERK highlighted that the request for salt for next year had been placed with Essex Highways but was yet to receive a response. Cllrs. agreed that CLERK would call Essex Highways to confirm the order and ask how many bags SPC would receive.</p> <p>Cllr. Porter also highlighted that she had not heard back from Woodland Trees regarding the tree order, and the trees are supposed to be delivered within the next month. Cllrs. were in agreement that Cllr. Porter would try to call the Woodland Trust once more.</p> <p>Cllr. Porter also explained that the Cricket club are planning on playing Cricket this coming April, and highlighted that the drainage digs may intervene with this. Cllr. Fenwick highlighted that the exploratory digs were supposed to have occurred this week but have been delayed due to the weather. Cllrs. were in agreement that SPC currently have no update to offer regarding the drainage works and that SPC would be in contact with the Cricket Club once we had more information.</p> <p>Cllr Porter informed Cllrs. that the Christmas Market are planning on opening again on the 4th of December.</p> <p>Cllr. Porter asked if Stock Church would need planning permission to build a 15ft by 30ft shed. Cllrs. were in agreement that Cllr. Fenwick would ask Michael Hurst if planning permission would need to be obtained.</p> <p>Cllr. Porter also asked if anyone had received an update on the Hankin's Wood Lease. Cllrs. had no update to report.</p> <p>Cllr. Gray - Roads and Parking</p> <p>Cllr. Gray discussed contacted CHP regarding the parking on the footpath at the bottom of Back Lane. Cllr. Gray highlighted that the usual car which parked on the green had not been there during the snow and that he would monitor whether parking continued to be a problem in that area. Cllr. Walter highlighted that a residence on Brookman's Road was developing a large drive which would reduce the parking demand. Cllr. Walter also highlighted that fire engine access is affected by people parking on the green and that this is something to monitor. Should parking continue to be a problem, Cllrs. were in agreement that SPC could install timber bollards to prevent parking on the green.</p> <p>Cllr. Gray also explained that CHP is currently being reorganised and is putting together a new management team. Cllr. Gray will soon be able to pursue getting permission to paint the fence on Dakyn Drive which SPC could paint and maintain.</p> <p>Cllr. Gray also suggested conducting a conditions survey for the bus shelter at The Ship. Cllrs. were in agreement that it was in poor condition. Cllr. Gray highlighted that if the posts were in good condition, SPC could refurbish around the support structures. Cllr. Fenwick agreed to visit the bus stop and report back to the Cllrs.</p> <p>Cllr. Walter – Grant Applications</p> <p>Cllr. Walter highlighted that 10 bin bag holders have been ordered for litter picking. Cllr. O'Connor suggested lending litter picking equipment for parishioners to collect litter. Cllr. Grundy highlighted that parishioners would currently only be able to do this</p>	<p>- Cllr. Fenwick to ask Swift about road salting. - CLERK to contact Essex Highways.</p> <p>- Cllr. Porter to contact Woodland Trust.</p> <p>- Cllr. Fenwick to raise matter with Michael Hurst.</p> <p>- Cllr. Gray to monitor parking.</p> <p>- Cllr. Gray to pursue fence painting.</p> <p>- Cllr. Fenwick to visit the Ship bus stop.</p>
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	<p>at their own risk. Cllrs. were in agreement that SPC will wait until lockdown restrictions alleviate to organise an official litter pick as a community event and organise CCC to collect the litter.</p> <p>Cllr. Walter explained that she is yet to get hold of the landowner who owns the field behind the Dakyn Drive fencing to inform them that SPC could need access to the land to complete the works.</p> <p>Cllr. Walter also discussed the bridge that had been constructed without planning permission from 7 Common Road onto the Common. Cllr. Walter suggested SPC inform the home owner that they had built onto Lord Petre's land, and for Cllr. O'Connor to inform Lord Petre about the bridge structure. Cllr. O'Connor highlighted a concern regarding public liability insurance should someone be injured on the bridge. Cllr. Fenwick highlighted that the land belongs to Lord Petre, however the Parish Council is responsible for the land, and that therefore SPC should contact the homeowners to remove the bridge. Once this has been completed, SPC could instruct Swift to remove it as it is not on their freehold land. Cllrs. agreed for Cllr O'Connor to contact Lord Petre to highlight that the bridge was constructed without SPC's approval and that we are not under any liabilities that may arise from it. It was agreed that Cllr. Fenwick would construct a draft to forward to Cllr. O'Connor, and Cllr. Porter would find the correct contact details for the letter to be sent.</p> <p>Cllr. Grundy – CCC Representative Cllr. Grundy discussed organising for the Highway's Rangers to clear the roadside vegetation protruding onto the pavement on the road towards Chelmsford from the Village Hall. Cllr. Grundy also highlighted that the road sign on Cambridge Close was very faded and needs replacing. Cllrs. were in agreement. Cllr. Grundy also suggested improving the appearance of the village by installing planters at the gateways of the village which could help deter speeding into the village. Cllrs. Fenwick highlighted that the equipment for the planters had been purchased, however due to the pandemic, this had not been pursued. Cllr. Grundy also highlighted that it is National Census day on March 21st and SPC should put up information on this on the website. Cllrs. were in agreement.</p> <p>Cllr. Fenwick also asked Cllr. Grundy if he had been in contact with the Highway Rangers regarding leaves on the pavement and roads. Cllr. Grundy confirmed he will follow this up.</p> <p>Cllr. Fenwick – Chairman Cllr. Fenwick highlighted that the posts on the Common are yet to be completed but most of the posts have been installed.</p> <p>Cllr. Fenwick also highlighted that multiple posts to the Arm Houses had been knocked down and needed to be re-installed. All Cllrs. were in agreement of these works.</p>	<ul style="list-style-type: none"> - SPC to organise community litter picking event in the future. - Cllr. Walter to contact Dakyn Drive field landowner. - Cllr. Fenwick to draft letter. - Cllr. O'Connor to send letter to landowner. - Cllr. Porter to find appropriate contact. - Cllr. Grundy to explore replacing the road sign. - CLERK to organise posting census information to social media. - Cllr. Grundy to contact Highway Rangers. - Cllr. Fenwick to organise for posts to be reinstalled.
7	<p>Clerks Report and General Correspondence. The CLERK explained that a freedom of information request had been received on the 21st January regarding any bylaws or policies relating to the use of UAV's (Unmanned Aerial Vehicles) on SPC owned land. The CLERK highlighted that CCC and other Parish Councils have their own UAV Policy Statements, and that SPC could write a Policy Statement in alignment with the CCC Policy statement to publish on the SPC website. Cllrs. were in agreement that producing a UAV Policy Statement would be unnecessary considering the small amount of land SPC owns.</p>	<ul style="list-style-type: none"> - CLERK to respond to FOI request.

	<p>The CLERK also explained that an email from Laura Atkinson, a Rural Housing Enabler, had been received as a landowner in Stock had come forward with a piece of land to be considered as a Rural Exception Site with the aim of providing affordable local needs housing in the village. Cllr. Fenwick explained that he had also been in contact with Ms. Atkinson and Cllrs. were in agreement that she should attend a future meeting to discuss this in greater detail.</p> <p>The CLERK asked Cllr. Gray for an update on providing information to ECC regarding Stock Parish Bus Shelters. Cllr. Gray confirmed that this information had been sent off. Cllr. Grundy also highlighted that there is going to be a bus shelter strategy published within the next two or three months.</p> <p>The CLERK also highlighted that an emailed had been received from the Street Naming and Numbering department at CCC regarding Atcost Barn, North East of Farrows Farm, to be named 'Oakfield Barn'. No Cllrs. objected to this name, and Cllrs. were in agreement for the CLERK to respond to CCC.</p>	<p>- CLERK to contact Laura Atkinson and arrange for her to attend the March meeting.</p> <p>- CLERK to confirm development name.</p>
8	<p>Cheques to sign. There were no cheques to sign.</p> <p>Cllr. Fenwick discussed the cheques that had been approved at the last meeting:</p> <ul style="list-style-type: none"> • £40 to Cllr. Fenwick as a reimbursement for the cost of the Christmas lights. • £10,929.60 for the First-part payment to Swift for posts around the Common, including VAT. Cllr. Fenwick highlighted that SPC have registered for claiming back V.A.T. which we can claim back from the last 3 years. Cllr. Fenwick will formulate a spreadsheet to detail what SPC can claim back on. <p>Cllr. Fenwick detailed the current bank statements which were: Business Current Account: £105,276.74 Business Savings Account: £27,934.85</p> <p>Cllr. O'Connor highlighted that she would cash in the £150 from Cllr. Millernas's map sales into the Stock Account within the week.</p>	<p>- Cllr. Fenwick to produce spreadsheet regarding VAT return claims.</p> <p>- Cllr. O'Connor to deposit cash to SPC account.</p>
9	<p>Any other business. Cllr. Grundy highlighted that 'Minutes of the last meeting' and 'Matter's Arising' should be formally added to the agenda. Cllrs. were in agreement.</p>	<p>- CLERK to add matters to the agenda.</p>
10	<p>Date of next meeting. All Councillors were in agreement that the next SPC meeting will be held on the 15th March 2021 at 7pm over Zoom Meetings.</p>	<p>- None.</p>

The Chairman closed the meeting at 9:15.

I declare that these minutes are a true record of the meeting.

Signed (Chairman):

Print Name:

Paul Fenwick

Date:

15-03-2021