



MINUTES
of a meeting held in Diocese offices, Chelmsford
Monday, 5th November 2018 at 2pm-4.40pm

Present members:

Louise Fuller (LF)	Katherine Evans (KE) –	Ed Dixon (ED)
Vernon Glashier (VG)	Chair	Sue Dobson (SD)
John Victory (JV)	Ray Booty (RB) – Vice	Martyn Towns (MT))
Sandra Reynolds (SR)	Chair	Len Banister (LB)
Gary McCarthy (GM)		

LA Officers present:

Shirley Anglin (SA)

Members of the Public:

Martin Sullivan, Norfolk LAF

Apologies:

Bob Drane (BD), Jan Arthur (JA), Marlene Curtis (MC)

Minute Taker:

Theresa Tremain, Business Support BC3 Mid (TT)

1	Chairman’s Welcome: apologies and appointments	Action
	The Chairman welcomed two new members who have joined ELAF - Sandra Reynolds with a Cycling background and Len Banister a walker from a London Ramblers Group. She had received the resignation of Malcolm Lees and noted his valuable input to the LAF recently and thanked him for his support at the Network Rail inquiry.	
2	Minutes of the previous meeting These were agreed with the following amendments: Pg 2 Secretarial Support - KE did not write to Garry. Pg 3 Access and common land between Roydon and Harlow - KE had chased. SA will add these approved minutes to the website.	SA
	Matters Arising TROs	SA

	<p>KE asked do we need grid references and/or postcodes now that plans are sent with TROs. SA will enquire and report back at next meeting.</p> <p>ELAF member profiles RB has submitted his profile. SR, LB and MT need to complete theirs and include photos.</p> <p>Access and country parks/ECC owned land</p> <p>SD has chased Laura Boreham but not had any response yet.</p> <p>PROW Inspectors</p> <p>KE emailed Cllr Bentley regarding the outstanding vacancies and received an automatic reply to say he was busy and she would receive a reply in due course. We have since been advised that the appointment of additional inspectors is well in hand.</p> <p>ELAF webpages</p> <p>SA will add in the TROs presentation within another box containing useful documents which can be added to.</p>	<p>ST/MT /LB</p> <p>SA</p>
<p>3</p>	<p>Norfolk LAF – Advice from Martin Sullivan</p>	
	<p>MS shared a presentation on Pathmakers which is a Charitable Incorporated Organisation (CIO) and was founded to improve access for less able people. Working with Norfolk County Council and the Senior Lecturer in Environmental Sciences at University of East Anglia (UAE) they decided on Pathmakers and designed a logo which we could possibly use if we decide to set up a charity. Their first project was Burgh Castle Roman Fort Trail which involved creating a boardwalk around a Roman fort which allowed wheelchair users to enjoy the trail. The majority of the funding was provided by WRAP (Waste and Resources Action Programme). MS gave background to Rights of Way in Norfolk Highways & Norfolk Trails. Norfolk Trails and Norwich City College pupils helped with construction. This path as well as the Weavers Way which is a disused railway from Aylsham to Wroxham have both been awarded a wheelchair 'Access Tested' kitemark which is unique to Norfolk. George Saunders from Norfolk LAF is a wheelchair user who road tested these paths. Martin explained that Norfolk applied to Geovation – a charity which is part of Ordnance Survey. They took part in a 3 day event at The Royal Geographic Society in London and following a successful bid were awarded an initial payment of £10,000. They intend to spend this on an app to encourage walking and exercise on Marriot's Way Heritage Trail. VK asked how this app will work. MS intends it to be informative to include refreshment and toilet facilities. The invoice will not include VAT as Pathmakers is a charity. In response to LF's question MS stated NCC will make this trail permissive only so they do not have a statutory duty to maintain it. ST asked about initial funding required to set up a charity. MS said there had been challenges and they plan to add the Pathmakers logo to their leaflets. They missed the deadline for a HLF bid this year as they had an 18 month timeframe in-</p>	

	<p>stead of 12 month. They have plenty of new projects in mind for the future. Professor Tom Williamson from the UEA who is a landscape historian and architect is due to give a talk to Pathmakers. SR asked MS if they have a contingency fund and he replied that they do have a reserve. Pathmakers create the paths and do not have any role in repairing and maintaining them. He confirmed laybys have been put in so wheelchairs can pass each other. VG wondered if crowdfunding had been considered and MS said no. MS may promote the Access Logo. SA reported that a first rejection from HLF is quite common so do not be deterred. LB asked about LAF's role – MS said Pathmakers and LAF could be amalgamated. KE was interested in the differences between Essex and Norfolk. SA explained that Norfolk have a large focus on tourism whereas Essex no longer have a tourism department. Norfolk Council use people counters to collect data which we do not do therefore we do not have a case study for future use. SA is pushing for a regional coast path for Essex with Norfolk and Suffolk. She applied to HLF but received a knock-back. Would be useful if we could get a councillor to sit on ELAF. Maldon, Tendring and Rochford promote tourism as part of Coastal Communities. MS will give ELAF his charity document for us to use. NCC contributes assistance to LAF. SA will find out if there is Grants Panel funding available. Thanks were given to Martin for his very informative presentation which he will copy to ELAF. KE thought we could work with District Councils, CILS, Landfill Funding Stream and the Community Initiative Fund who have an interest in promoting tourism. MT asked if ELAF could get a surgery with Councillor Bentley if we had an agenda. It was decided ELAF should think about projects which we could take forward. SR will work with SD and circulate an overview on the Blackwater Rail Trail and prepare a presentation for the next meeting. Jane Rogers is working on the Green Infrastructure Strategy – SA will approach her to see if she is ready to talk to us. An initial £5000 is needed to set up a registered charity together with a constitution, bank account and reports. SR pointed out that people like to see tangible benefits. SA will look into getting a grant for ELAF.</p>	<p>SA</p> <p>SR/SD</p> <p>SA</p> <p>SA</p>
4	Network Rail: Update by the Chairman from the TWAO Inquiry	
	<p>KE yesterday emailed to ELAF a review re Network Rail. SD presented on Boreham and both were cross examined re closing crossings. KE sent ELAF a further email this morning re concerns certifying paths. There are Highway manpower issues. Lots of promises re undertakings are being made but not documented re additional access requirements – should these be in a S106 Agreement? LB advised there are 60 crossings in Essex up for grabs. There are 5000 crossings across the UK under threat of closure – we are overseeing the demolition of these routes. ECC should be making more of a fuss, it is about money. SA said we are not at a detailed design stage yet - we will not allow automatic certification on any crossing we are not happy with. We are only in Phase 1 - there re phases 2 & 3 to come. ECC will have to object as a Council, not just a PROW department and consider economic benefits to Essex residents and businesses. The reason details of the new infrastructure are not written into the Order is to allow flexibility to alter designs where necessary. VG asked what ELAF can do. SR said we need to ask the Programme Officer how these concerns are being documented. Network Rail are not providing financial assistance just</p>	<p>KE</p>

	alternative solutions which may not be acceptable. KE will send a formal letter from ELAF to the Planning Inspector. This needs to be done urgently as the closing date is in January. SA suggested hand delivering the letter to ensure safe and swift receipt.	
5	ELAF Website	
	RB sent out an email re this on 31 st October. He has requested Essex LAF.org which is now available for use. A website designer friend will host site for free. It will cost £50 a year to host the active site which will include two email addresses. It was agreed RB should go ahead and submit an expense. RB will also open a dispute with Nominet to get back our domain name.	RB
6	ELAF Constitution	
	<p>SA circulated a copy and explained that this document has now been agreed by Essex Legal Services. There were changes made to KE's requirements which were discussed as follows:</p> <p>Section 3.2 ELS rejected the change. Section 4 No fewer than 10 – accepted. Section 5.1 Already stated in Section 1. Section 5.7 Subject to advertising vacancy. Section 8.3 50% plus one gives us the opportunity to meet without binding decisions. Section 9.3 At least three clear days – SA will send a reminder to finalise agenda two weeks before meeting</p> <p>SA informed ELAF that she posts minutes on the website after they have been agreed.</p> <p>9.7 Struggled to get agreement from ELS. We can still form topic/sub-groups to deal with LAF matters as long full ELAF meetings are an open forum to anyone and decisions are made at an ELAF meeting rather than at a topic group. We can hold meetings anywhere which could include a site visit with a public contingent subject to Health & Safety requirements.</p> <p>10.1 The requirement proposed that the Secretary should have knowledge puts a constraint on SA appointing a secretary. It would be desirable but not essential as training can be given.</p> <p>12.2 We can add reasonable expenses for any activity related to the Forum.</p> <p>The Constitution was approved.</p>	
7	ECC Report: Matters Arising	
	SA circulated the Report. Elsenham got in touch as they had not been included in the cut this year. We have not been provided with a copy of the Cutting Schedule to monitor progress. We had to re-let one contract so there were some unavoidable delays. MT thought	

	<p>there may have been delays due to fire risk because of the very hot weather but this was not the case. We should feedback any issues to Andy Hilsdon. VG queried paths not being reinstated after ploughing. SA advised that this should be added to the online system so the Inspection Team can look at and then the Enforcement Team will get involved to enforce, if required. Members were advised to email Jim Bartley regarding any problems with winter cutting. KE asked for a copy of schedule. One of the PROW Inspector vacancies will not be filled - the patches will be reorganised. The two other vacancies have been filled. SA will obtain a new map. SA has recruited a Coast Path project officer for 3 months who will start in December. She is hoping to secure extra funding for 12 months to support Localism. LF queried changes on PROW pages which SD clarified.</p>	SA
8	Items for next agenda	
	Please email items to KE & SA.	
9	Any other business	
	None.	
	Date of next meeting	
	Tuesday 12 February 2019 at 2pm To be held at the Chelmsford Diocese Offices.	