



North Weald Bassett

PARISH COUNCIL

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Clerk to the Council
Susan De Luca

26th November 2014

TO: ALL COUNCILLORS

You are hereby summoned to attend A **Meeting** of the **Parish Council** which will be held on **MONDAY, 1st DECEMBER**, in the **North Weald Library**, High Road, North Weald Bassett at **7.30pm** to transact the business shown in the Agenda below.

Susan De Luca
Clerk to the Council

Members of the public and press are invited to attend this meeting

AGENDA

1. APOLOGIES FOR ABSENCE 🖐

To **RECEIVE** any apologies for absence.

2. OTHER ABSENCES

To **NOTE** any absences for which no apology has been received.

3. CONFIRMATION OF MINUTES 🖐

📄 To **APPROVE**, as a correct record:

Minutes of the Parish Council Meeting held on 3rd November 2014

Minutes of the Finance & General Purposes Committee held on 17th November 2014

Minutes of the Environmental Meeting held on 29th October 2014

as attached at **Appendix 1**.

4. DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members.

A Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non Pecuniary or Other Pecuniary Interest, and declare it

accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC


To **RECEIVE** questions from members of the public.

In accordance with an agreed procedure, the time allocated for public questions shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting.

6. FORMAL APPROVAL OF 2015/2016 PRECEPT


Council are asked to formally **APPROVE** the **RECOMMENDATION** of the Finance and General Purposes Committee to demand a Precept for 2015/2016 of £172,034, representing a 24% increase in the previous year's precept. The expected Parish Support Grant for 2015/2014 is £10,545.

7. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

 To **RECEIVE** the oral report of the Clerk on matters which may be of current interest to Members and which require a formal update, and to **RECEIVE** such correspondence and communication as the Clerk may place before the Council, details of which are shown on **Appendix 2**.

NOTE: Any Member wishing to have a communication brought to the attention of the Council should give prior notification to the Clerk.

8. REPORTS & MEMBERS REPORTS

 **Further to a recent letter to Members from the Clerk**, Members are reminded that in order to ensure smooth and **prompt running of the meeting** it would be **prudent to provide the Clerk with a written copy of their report** in order that this can **be circulated** to all Members **with the Agenda**.

To **RECEIVE** any questions emanating from any reports from Members who wish to give a report and/or who are representatives on Committees, Working Groups, Outside Bodies and other meetings that Members or the Clerk have attended and which, **if available**, will be reproduced at **Appendix 3: if they have been submitted by Members for inclusion**

a) Chairman's Report

b) Vice Chairman's Report

c) District Councillors Reports

d) Councillors Reports – If Submitted as Attached at *Appendix 3*

e) Highways Reports

f) Environmental Issues – to include Allotment Issues – Cllr Mulliner to Report 

g) Neighbourhood Action Panel Minutes – If these are available

9. FINANCIAL REPORTS


a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of cheques which were signed up to 30th November 2014 and **NOTE** the summary of income received and the account balances at the end of the month. *(to be tabled)*

b) Internal Audit

Members are advised that the Internal Auditor will be in attendance to undertake Audit on the 10th December 2014.

10. REQUEST FOR SUPPORT FOR SIGNAGE TO GO FORWARD TO LOCAL HIGHWAYS PANEL

 The Local Highways Office has received a request for signage along the carriageway at Forest Glade, North Weald. It is understood that in order for the request to progress to the Epping Forest Local Highways Panel it would need the support of the Parish Council. The Parish Council has been provided with the original request from the local resident and the letters from the local highways office, which are reproduced at **Appendix 4** however there are no maps or photographs included with the documentation. Members are asked to **CONSIDER** if they wish to **SUPPORT** this matter.

11. CHRISTMAS TREE LIGHTING EVENT

The Parish Council had planned and advertised in the Village Life magazine for the switching on of the Christmas Tree lights for Wednesday 3rd December at 6pm.

After speaking with the Wardens at Wheeler Farm Gardens, the Residents there have decided that we cannot make use of their hall and facilities this year to offer refreshments after the event. This is because they feel they do not have enough people available to monitor the use of the hall and also because last year the residents complained to the Wardens that children misbehaved at the event, making a mess and damaging the Christmas tree decorations, which the residents then had to clear up afterwards. It is therefore suggested that we offer refreshments outside.

12. MEETING BETWEEN PARISH COUNCIL MEMBERS AND TRUSTEES OF HASTINGWOOD VILLAGE HALL

The Clerk is currently arranging a meeting with a small number of the trustees of the Hastingwood Village Hall to discuss the S.106 Monies. It is expected that the meeting will be held on Saturday 10th January 2015. The Hastingwood Ward Councillors and the Clerk have been invited to attend.

13. NEIGHBOURHOOD PLAN NORTH WEALD BASSETT UPDATE MEETING WITH EPPING FOREST DISTRICT COUNCIL OFFICERS

a) To **CONFIRM** the date for the forthcoming meeting with Officers from Forward Planning: Amanda Thorne and Kenneth Bean who will be in attendance at 10.00am on Friday 5th December 2015, at North Weald Library and will discuss the Neighbourhood Area Designation.

b) At the 21st November Neighbourhood Plan working group meeting, Members agreed to place a **RECOMMENDATION** to full Council that the decision on how to progress the Neighbourhood Plan be deferred until after the meeting as detailed above. Therefore, this will now be discussed at the January 2015 meeting.

14. PARISH HALL AT THORNWOOD COMMON

Cllr R Spearman has **UNDERTAKEN** a training course for Legionella. A verbal Report will be given at the Meeting. This should enable him to undertake the necessary testing requirements.

15. REMEMBRANCE SUNDAY UPDATE

The Clerk will give a verbal update on the Events.

16. CHRISTMAS & NEW YEAR ARRANGEMENTS 

With Members agreement, the Parish Office and the Library (on the days that the Parish Council operate this) will close over the Christmas and New Year Period as follows:

The office will close on Monday 22nd December at 1.15pm
And Re-open on Monday 5th January 2015 at 9.15am

Therefore Parish Council Office Closed , Tuesday 23rd, Wednesday 24th Thursday 25th, Friday 26th, Monday 29th, Tuesday 30th , Wednesday 31st December 2014, Thursday 1st and Friday 2nd January 2015.

Library will also be closed on the above days with the exception of Tuesday 23rd December and Tuesday 30th December.

The Clerk will of course, put a notice on the door and on the window of the office with her mobile number on for Emergency Cover for the Cemetery.

**17. DATE OF NEXT PARISH COUNCIL MEETING
MONDAY 5TH JANUARY 2015.**

18. EXCLUSION OF THE PUBLIC AND THE PRESS 

In the event that the Agenda contains Exempt (pink) pages, or an item needs to be discussed confidentially, to **CONSIDER** the following motion to be proposed by the Chairman:

“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.”

There are currently **NO** confidential items to be considered