



North Weald Bassett

PARISH COUNCIL



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Clerk to the Council
Susan De Luca

27th May 2015

TO: ALL COUNCILLORS

You are hereby summonsed to attend the **A Meeting** of the **Parish Council** which will be held on **Monday, 1st June 2015**, 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. CO-OPTION OF PARISH COUNCILLORS 🖐

Members are reminded that there are currently three Vacancies for Parish Councillors in both the Hastingwood and North Weald wards, it is understood that two candidates will be in attendance to stand for co-option. One for North Weald Village ward and one for Hastingwood ward.

Copies of short CVs will be included if they have been provided by the candidates.

Members are advised that Deborah Adams will be in attendance at this meeting (former Councillor for Hastingwood ward, who wishes to stand for co-option as she omitted to put her paperwork in to the Election Office in time due to work and personal commitments.

4. CONFIRMATION OF MINUTES 🖐

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

- the Minutes of the Annual Meeting of the Parish Council held on 11th May 2015

As attached on *Appendix One*.

5. 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. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

 To **RECEIVE** the 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.

7. REPORTS & MEMBERS REPORTS

 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) Highways Reports – No Updated Report at the current time
- e) Councillors Reports
- f) Environmental Issues – Cllr Mulliner

8. FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of payment which were made up to the 31st May 2015 and **NOTE** the account balances at the end of the month. *(to be tabled)*

- b) To Approve the end of Year Accounts
 - c) To Approve the Annual Governance Statement
- As attached at **Appendix 4**.

9. NEIGHBOURHOOD AREA DESIGNATION

An update will be given at the meeting.

10. PARISH HALL AT THORNWOOD COMMON

- a) Painting of Exterior of Hall by Management Committee

Members are advised that Members of the Management Committee have painted the External facade of the Village Hall. The Chairman will give a verbal report at the meeting.

b) Upgrade the Mains Circuit Board at the Parish Hall

Members are advised that on a number of occasions the electricity supply has failed when functions have been booked whilst using the Parish Hall. This continues to happen. A survey of the Electrical Supply system has been undertaken when it was discovered that it is necessary to have upgrade works carried out to the Mains Circuit Board. This is due to ALL appliances in the hall being electric and the old board should have been upgraded to the more sensitive circuit breakers which are associated with the more contemporary boards. These are essential works and should be carried out to ensure that the supply does not fail when the hall is booked and events are held there. This could leave the hall open to action and claims being taken by those hiring the hall for events if the electricity supply fails and the event could not continue. This action needs to be taken as a matter of urgency and has not been included in the budget. Two quotes are included for Members perusal at *Appendix 5*. Members are asked to **CONFIRM** what action they wish to take in this matter.

11. WEALD COMMON

a) Pathway

Members are advised that following a meeting between the Chairman of the Parish Council and the Chairman of the Village Hall Committee, written confirmation has now been received giving approval for a Contractors vehicle to go across the Village Hall field. Further details will be given in relation to the revised costings relating to the path from the Millennium Stone to the two Play Areas.

b) CCTV at Play Area

A verbal Report will be given if the Clerk has been advised of any further progress.

12. HEALTH & SAFETY

A report from the Principle Finance & Administrative Officer in relation to Health and Safety is attached at *Appendix 6*. Members are asked to **NOTE** this report, and to make any **COMMENTS** that they think appropriate.

13. 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 is currently ONE confidential item to be considered
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