



North Weald Bassett

PARISH COUNCIL

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Clerk to the Council

Susan De Luca

4th April 2018

TO: ALL COUNCILLORS

You are hereby summonsed to attend A **Meeting** of the **Parish Council** which will be held on **Monday, 9th April 2018**, 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

- the Minutes of the Meeting of the Parish Council held on 5th March 2018

To **NOTE**,

The Minutes of The Parish Hall, Thornwood Common Management Committee Meeting

The Minutes of the Queens Hall Charity – if Available

All 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. 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**

MEMBERS REPORTS

a) Chairman's Report

b) Vice Chairman's Report

c) District Councillors Reports

District Councillors are Invited to Submit a Written Report if they are Unable to Attend the Parish Council Meeting

d) County Councillor Reports

e) Parish Councillors Reports

f) Neighbourhood Plan & Local Plan – Update

8. FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the list of payments which were made up to the 31st March 2018 and **NOTE** the account balances at the end of the month (*to be tabled*)

b) To NOTE that the Internal Auditor will be in Attendance at the Parish Council Office on 4th May 2018, to undertake the Internal Audit.

9. COMPLAINTS PROCEDURE

 Members are asked to confirm the inclusion of the Paragraph Vexatious and Persistent Behaviour within the Parish Council's Complaints Procedure as attached at **Appendix 4**.

10. NORTH WEALD MEDICAL CENTRE

Following on from the last meeting, the Clerk was asked to contact the Rt Hon Jeremy Hunt MP regarding this matter. No response has been received, also no further response has been received from Rt Hon Alex Burghart, MP. The Clerk will send chaser letters to both.

11. EPPING FOREST DISTRICT COUNCIL - FREEDOM OF THE DISTRICT ON 56 SQUADRON & RAF 100

An Event has been arranged on the 10th June which is being organised by EFDC, with some input by the Parish Council. (EFDC is expecting to be bestowing the Freedom of the District on 56 Squadron RAF on 24 April at 7.00pm at an Extraordinary Meeting). It is understood that a Parade will be organised which will march from the North Weald Village Hall to North Weald Airfield, with a 'stop' at the Norwegian Memorial / Debt of Honour for a small number of Wreaths to be laid.

It is expected that this Parade will include a number of Veterans and also in the contingent will be the Air Cadets, RAFA, RAF and any other Uniformed Group who wishes to attend. The Invitation is also open to the Community of Epping Forest for this Historic Event. There will be a Community

Picnic on the Green at the Airfield by the Hurricane, and the Parish Council has been invited to have a 'presence' perhaps by putting up a Gazebo'. Preliminary discussions were held last year but no final details were confirmed, however it is now understood, that the Chief Executive has given the go ahead for the Event in this format subject to any necessary licensing agreements. It is understood that a few Road Marshalls may be needed, however the Clerk will contact the Airfield Manager regarding this and if they are needed it is hoped we may be able to get these from the Community Payback Volunteers. If this is the case, the Clerk will contact them via the details that Cllr Bedford has previously provided her with to see if they could be available for this event.

12. QUEENS ROAD ALLOTMENTS – WORKS BY THE DEVELOPERS, WORKING ON THE QUEENS ROAD DEVELOPMENT SITE

Following the complaints received, the Clerk has now been in correspondence with one of the Directors of STORM, a verbal Report will be given at the Meeting.

13. SALT BINS

Following last month's meeting, the Clerk has been in correspondence with the Head Teacher at St Andrews,. Details of correspondence are shown below regarding how the School deals with the opening of the School during Snow and Ice. It is understood that the Head Teacher has written to Cllr Jackson. On the 3rd April Cllr Jackson has advised that he has arranged an Urgent Meeting with the Cabinet Member who is responsible.

Details from the Clerk's email with the Head Teacher's responses are shown below:

I've tried to answer your questions with as much information as I can:

- ***Do you have a School Caretaker?** We do have a caretaker and buy our own salt so that a clear and safe path to the school can be maintained at all times. Currently this is done within our grounds and all children and parents are able to access the school.*
- ***Do you clear the Playground when it snows?** With regard to the playground, we only clear what is needed to allow safe access. Children either stay indoors or play on our field in the snow and the playground doesn't have to be used. As we now have two entrances to the school site, we close the Blackhouse Lane one when the playground is icy.*
- ***How do you decide when and how to close the School?** We use a checklist to decide whether to close the school and much depends on the severity of the weather. Closure before Christmas was purely due to the icy conditions on the surrounding roads and pavements. Other factors in more severe weather, such as that we had recently, are having enough staff to keep children safe, having a paediatric first aider on site and ensuring we can feed the children we have in school. This issue was discussed at a recent Governing Body meeting and their concern is that should we get the roads and pavements cleared, there would then be pressure (quite rightly) to open the school even if one of the other factors was missing. Having said that, the deciding factor in the recent weather was the condition of the roads and pavements surrounding the school, as local staff would have been able to get in and open the school. I was able to make the journey from Stondon Massey. It is rare that one of the other conditions is missing, although not impossible due to the large number of children and staff now at the school and the distance some of them travel. Staff travel difficulties were part of the decision making this time, but the overriding factor was the increasing use of cars around the school by parents, unsafe driving by some parents and the icy pavements.*

- ***If a Salt/Grit Bin was Provided could you store within the School Grounds? We do have space to store a grit bin but this is a decision that would have to be passed by our Governing Body.***
- ***Could you advise how many Volunteers you have who would be willing to spread the salt/grit? I understand from parents that there are 17-20 volunteers but I haven't had sight of a list.***

“I do believe that easier access to the school will make shutting in bad weather much less likely. However, we do need to look at this situation as a community which will mean the Governing Body have to be consulted. We work in a very close partnership with other local schools and their decision to shut recently was based on the condition of roads and pavements around their schools. I am aware of a local school that didn't shut and an accident prompted much anger from parents about the decision to open. Whatever we decide to do, we must be clear that health and safety concerns have to be at the forefront of all decision making and that volunteers clearing the roads and pavements would have to bear this in mind. “

The Cost of One Grit/Salt Bin is detailed in the minutes of the last meeting. Members are therefore asked how they wish to **PROCEED** in this matter.

14. NATIONAL ASSOCIATION OF LOCAL COUNCILS MONTHLY SPOTLIGHT AWARD

Members are asked to **NOTE** North Weald Bassett Parish Council was the Recipient of the March Award as at **Appendix 5**.

15. ESSEX COUNTY COUNCIL – LIBRARIES GOING FORWARD **- Your Community Libraries And You**

Members are asked to **NOTE** On the 19th March the Senior Administrative Officer attended an Event at Loughton Library (invitation). This was an event that the whole community could attend, or anyone who used the Library or their Services. Jo attended on behalf of the Parish Council and was very concerned at the general consensus of feeling towards the services. North Weald Library did not even appear on either their maps or list of libraries. The Report that has been compiled has been included for Members perusal, at **Appendix 6**. As a result of these concerns, together with a number of other concerns that have been brought to the attention of staff over the last few months, a meeting with the Area Manager has been arranged for Friday 13th April. It is hoped that a meeting with other County Staff to discuss the future can be arranged following this meeting.

16. SPEED LIMIT– B1393 FROM JUNCTION 7 OF THE M11 TO THE PLAIN THROUGH THORNWOOD & LOWER FOREST

Those Members who were in attendance at the Parish Assembly would have listened to the concern regarding the varying Speed Limits which are as follows:

M11 Roundabout to Cross Keys	60mph
Cross Keys to Shrubberies	50mph
Shrubberies to Woodside	40mph
Woodside to The Plain	50mph
The Plain into Epping	30mph
Woodside, Upland Road, Rye Hill Road	Various

The Clerk has had a meeting with two local residents who have advised that they feel they are representing the local residents who live in Thornwood Common, some of who were in attendance at the Parish Assembly. At that meeting the Clerk made the suggestion that this matter be put before the Local Highways Panel (LHP) for consideration. Members are therefore asked to **CONSIDER** supporting this scheme for deliberation by the LHP.

17. 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 **THREE** confidential item to be considered