



North Weald Bassett

PARISH COUNCIL



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Clerk to the Council
Susan De Luca

30th June 2015

TO: ALL COUNCILLORS

You are hereby summonsed to attend the **A Meeting** of the **Parish Council** which will be held on **Monday, 6th July 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. CONFIRMATION OF MINUTES 🖐

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

- the Minutes of the Parish Council Meeting of held on 1st June
- the Minutes of the Extraordinary Meetings held on the 8th and the 22nd June

To **NOTE**

the Minutes of the Minutes of the Parish Hall at Thornwood Meeting held on the 14th May
the Minutes of the Environmental Meeting held on the 17th June.

ALL As attached on *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**

- a) Chairman's Report
- b) Vice Chairman's Report
- c) District Councillors Reports
- d) Highways Reports – As detailed on **Appendix 4**
- e) Councillors Reports
 - (i) Green at Parade of Shops North Weald– Cllr Buckley
- 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 30th June 2015 and **NOTE** the account balances at the end of the month. **(to be tabled)**

b) To Receive the Report from the Internal Auditor as detailed on **Appendix 5**

c) To amend the Councils Standing Orders & Financial Regulations regarding Tenders. 
The Sections to be amended are detailed below:

Following comments from the Internal Auditor it has been brought to the Clerks attention that there is an anomaly between this Councils Financial Regulations and the Council's Standing Orders. One reads £20,000 and the other reads £10,000.

Financial Regulations, state

1.1 All members and Officers are responsible for obtaining value for money at all times. An officer issuing an official order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction. Three full and detailed quotes should be obtained for any works expected to be in excess of **£20,000**, subject to any *de minimis* provisions in Regulation 11 (I) below.

Standing Orders, state

1.1 Where it is intended to enter into a contract for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph 35.1; for expenditure in excess of **£10,000** the Clerk or RFO shall invite tenders from at least three firms.

Both of these should be of the same value. Members are therefore asked to **CONFIRM** which amount they would like to see as being correct and being placed in both documents.

9. GREEN BELT REVIEW

Following notification distributed to Councillors with documentation for 22nd June Extraordinary meeting. Members were advised that Epping Forest District Council are in the process of completing a Green Belt Review, and had provided the Parish Council with copies of the draft documents for comments. Full copies had been sent to Councillors for review. The deadline for comment was originally set for 29th June, however after concern was expressed by a number of Parish/Town Councils with regard to insufficient time to respond, this deadline has been extended to 12 noon on 27th July. A presentation of the content of consultation documents will be given at the meeting, together with a suggested draft response. Members will be asked to **CONSIDER** the response they wish to give.

10. REPLACEMENT WASTE LOCAL PLAN

As discussed at the 22nd June Extraordinary Meeting, ECC has proposed a Strategic Aggregate Recycling Site is located on an area of green belt land adjacent to the McDonalds roundabout near the M11 motorway. The consultation on the Revised Preferred Approach was now open, the deadline for responses being 30th July. As agreed, a copy of a draft suggested response to the consultation will be tabled, with Members asked to **CONSIDER** the response they wish to give.

11. NEIGHBOURHOOD PLAN AREA DESIGNATION

Councillors to **RECEIVE** an update on progress of the Judicial Review Process.

12. EXHIBITIONS IN THE PARISH COVERING THE ABOVE

 Members are asked to **NOTE** that Exhibitions covering three items: EFDC Green Belt Review, ECC Replacement Waste Local Plan, North Weald Bassett Parish Council Neighbourhood Plan Area Designation will be held on the following dates and venues;

Saturday 11th July – Hastingwood Village Hall – 10.30am to 12.30pm

Sunday 12th July – North Weald Airfield Community Day 10am – 3.30pm

Monday 13th July – North Weald Library – 4.30pm – 6.30pm

Wednesday 15th July – Parish Hall @ Thornwood 4.30pm -6.30pm

Notices have been placed on the Parish Notice Boards and in the Bus Shelters in the Parish.

13. EPPING FOREST DISTRICT COUNCIL HOUSING

a) Consultation Document Draft Homeless Strategy 2017-2018

EFDC is consulting all the relevant agencies and also those with particular interests in homelessness on the above document, Members are advised that copies of the document are available from the Parish Office for Members perusal.

b) Review of the Councils Housing Allocation Scheme & Tenancy Policy

Further to the Consultation on the above, copies of the final documents are now available from the Parish Office.

14. 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