



North Weald Bassett Parish Council

Jim Davis Room, Parish Office, North Weald Library, 138 High Road, North Weald, CM16 6BZ

Tel: 01992 523825

Fax: 01992 524756

Email: clerk@northweald-pc.gov.uk

Web Site: www.northweald-pc.gov.uk

Clerk to the Council
Susan De Luca

1st June 2016

TO: ALL COUNCILLORS

You are hereby summoned to attend a **Meeting** of the **Parish Council** which will be held on **Monday, 6th June 2016**, 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 9th May 2016
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 COUNCILLORS REPORTS****e) Cllr Mulliner – Environmental Issues - To RECEIVE a Report on any Environmental Matters.****f) Councillors Reports****8. FORTHCOMING EVENTS** **a) Celebratory Opening of Garden at Parade of Shops – Tuesday 7th June****b) North Weald Airfield Air Fete / Celebrating 100 Years of North Weald Airfield****c)  Community Church Service – In conjunction with Father Rodley – St Andrews Church North Weald -10th July 2016, the details of this are shown on **Appendix 4** for Members **CONSIDERATION**.****9. FINANCIAL REPORTS** **a) List of Cheques & Monthly Statement of Accounts**

To **APPROVE** the lists of payment which were made up to the 31st May 2016 and **NOTE** the account balances at the end of the month. **(to be tabled)**


b) Notice of Internal Auditors Report 

 Members are advised that a copy of the Internal Auditors Report is attached at **Appendix 5**.

c) Approval of Accounts 

 Members are advised that the Parish Council Accounts for the Municipal Year 2015 – 2016 are attached at **Appendix 6**. Members are asked to review these accounts prior to the meeting, and if they have any queries or concerns to please contact the Clerk or the Principal Financial Officer as soon as possible to enable the meeting to run swiftly. Members will then be asked to **AGREE** the accounts.

d) External Audit/Annual Return 

 Councillors are asked to note that the date on which the External Audit / Annual Return for 2015/2016 must be approved by the Parish Council is 30th June 2016. Council are asked to formally **APPROVE** the External Audit / Annual Return, approving the Annual Governance Statement and Accounting Statements, copies of which are attached to the Agenda at **Appendix 7**.

e) Increase In Unity Bank Fees 

The Clerk has received correspondence from Unity Bank stating that effective 4th June 2016, the bank will be introducing a new Service Tariff, which includes changes to the Unity payment pricing and ceasing to pay credit interest on current accounts. The Parish Council has two Current Accounts with Unity, the main account and the Parish Hall Account. A summary of the changes are as follows:

- No credit interest paid on account
- £6.00 per month account fee, paid quarterly (£72.00 annual fee)
- £0.15p per individual credit

A more detailed update will be given at the meeting. Councillors are asked **CONSIDER** their current banking arrangements

10. PRINCESS ALEXANDRA HOSPITAL HARLOW

☰ The Clerk was asked to write to Cllr Chris Whitbread, Leader of Epping Forest District Council regarding the possible relocation of the hospital to North Weald Airfield. A copy of the response is reproduced at **Appendix 8** for Members perusal.

11. M11 JUNCTION 7 UPGRADE SCHEME

☰ A Copy of a letter giving details of information relating to potential proposals for upgrading Junction 7 of the M11. A copy of the letter is reproduced at **Appendix 9** for Members perusal and **COMMENTS**.

12. 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

