



North Weald Bassett

PARISH COUNCIL



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Clerk to the Council

Susan De Luca

25th February 2015

TO: ALL COUNCILLORS

You are hereby summoned to attend A **Meeting** of the **Parish Council** which will be held on **MONDAY, 2nd MARCH 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:

Minutes of the Parish Council Meeting held on 2nd February 2015

And to **NOTE** the Minutes of the Parish Hall Thornwood Common Committee Meeting held on 5th February 2015 and the Parish Council Environmental Committee held on the 21st January 2015 as attached at **Appendices 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 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, **to be tabled**.

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

 **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 2: 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 – No Update is available at the current time.

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

8. FINANCIAL

a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of cheques which were signed up to 28th February 2015 and **NOTE** the summary of income received and the account balances at the end of the month. **(to be tabled)**

b) Unity Bank

To receive an update from the Financial Officer of the transfer of the Councils Accounts to Unity Bank

9. NEIGHBOURHOOD PLAN

To Receive a Verbal update on the status of the Neighbourhood Plan.

10. PATHWAY TO WEALD COMMON

 The Clerk has received documentation from Whiskers Solicitors, enclosed at **Appendix 4** for Members perusal, the Clerk will give Members a full update of her understanding of the position at the meeting.

11. STREET LIGHTS – REPORT ON LED LIGHTS

Following the last meeting the Councils Contractor has been asked to remove the columns that have been detailed on the list as being 'at risk'. A Report has been received and is attached at **Appendix 5** from an expert in LED Lighting showing the Advantages and Disadvantages of LED Street Lighting and Members are now asked to **CONSIDER** this report and decide what action they would like to take.

12. TREES ON COUNCIL OWNED LAND – RISK ASSESSMENT

Following the last meeting the Principal Financial & Administrative Officer was instructed to contact the Tree Officer at Epping Forest District Council to ask if he would attend a Parish Council Meeting to give his experience of Tree Risk Assessments, at the current time no response has been received.

13. REPORTING OF PARISH COUNCIL ACTIVITIES BY THE PRESS

Councillor Collins has asked the Clerk to bring this matter to the attention of Members. Cllr Collins is concerned at the lack of coverage by certain newspapers on local issues despite the Parish Council and District Council reporting such items to the press, this includes the advertising of Planning Applications. The Principal Financial & Administrative Officer recently reported the damage which was occasioned to the Weald Common Play Area to the press, however **not all** papers chose to report this. A considerable amount of correspondence has been undertaken, copies of which are all attached at **Appendix 6**. Upon investigation it is clear to ascertain that it is up to individual Editors of each Newspaper to chose what they wish to report and they clearly do not have to report anything if they do not wish to do so. Clearly, all the local papers are advised of local news and local planning matters and if the Editor chooses not to publish these then there is little that we can do. However this may be something that an individual Councillor could take 'under their wing' and write to the paper in his or her capacity as a local ward Councillor and advise of his or her concerns.

14. ANNUAL PARISH ASSEMBLY

To be held at the Parish Hall Thornwood Common on Monday 23rd March 2015 at 7.00pm

15. ANNUAL ALLOTMENT COMMITTEE MEETING

To be held at the Parish Hall Thornwood Common on Sunday 22nd March 2015 at 10 am

16. PARISH COUNCIL CITIZEN OF THE YEAR

The Clerk will give an Update on the Nominations.

17. LOCAL COUNCIL AWARD SCHEME

Following the disbandment of the National Association of Local Councils Quality Council Scheme. Members will note that the new logo as shown below on the Parish Councils headed paper and documentation which is being brought in over the next few weeks. This logo has just recently been received from NALC.



The Local Council Award Scheme exists to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to meet their full potential.

This new scheme, officially launched on 6 January 2015, replaces the Quality Council award scheme, which operated from 2004. There are now three levels; Foundation, Quality and Quality Gold. This Council will automatically benefit from achieving Foundation level, this is due to the fact that we had achieved Quality Status under the 'old regime'. Our aim is to achieve Quality Gold which we will need to do by January 2016, and we would keep this standard for 4 years.

To achieve Quality Gold a Council needs to demonstrate it is at the forefront of best practice by achieving an excellent standards in community governance, community leadership and performance management.

The Council's website will need to provide access to a wealth of information on the Council's work. Working under a policy of transparency and openness, with documents showing how it manages the business and finances of the council and detailing its role in both serving and leading the local Community.

Accreditation is through a form of peer review. The Essex judging panel includes representatives from the Essex Association of Local Councils, Essex County Council, the Rural Community Council for Essex and the Society of Local Council Clerks.

Detailed information on the scheme may be found at: www.nalc.gov.uk.

18. EPPING FOREST DISTRICT COUNCIL ARRANGEMENTS FOR PARLIAMENTARY AND LOCAL ELECTIONS

Members are advised that Elections will take place this year on Thursday 7th May. A letter has been received from Glen Chipp the Returning Officer, which has been reproduced *Appendix 7* and which is self explanatory. **Members are also advised that for those current Members who wish to stand for Election to the Parish Council, that Elections packs will be available for collection from the Parish Office from the 9th March.**

19. QUEENS HALL CHARITY

Members are advised that following a meeting to set the fees for the financial year 2015-2016 a resignation has been received from one of the Parish Council appointed Trustees, Cllr Terry Blanks.

20. 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