



North Weald Bassett

PARISH COUNCIL

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Clerk to the Council
Susan De Luca

26th September 2018

TO: ALL COUNCILLORS

You are hereby summoned to attend a **Meeting** of the **Parish Council** which will be held on **Monday 1st October 2018**, in 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 3rd September 2018

The Minutes of Extraordinary Meeting of the Parish Council held on the 20th August 2018

To **NOTE**

The Minutes of the Meeting of the Parish Hall at Thornwood held on 6th September 2018

The Notes from the Meeting between District & Parish Councillors held on 24th September 2018 (to be tabled)

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 will 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

 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**

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 – If Available
- e) Parish Councillors Reports 
- f) Queens Hall Charity – Verbal Report
- g) Neighbourhood Plan Steering Group Verbal Report From Meeting with Developers Saturday 22nd September
- h) EFDC Local Plan

8. FINANCIAL REPORTS


a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of payment which were made up to the 30th September 2018 and **NOTE** the account balances at the end of the month (*to be tabled, and emailed electronically prior to the meeting*).

b) GENERAL DATA PROTECTION REGULATIONS (GDPR) - STANDING ITEM

 Copies of Questions and Answers from the Training Session held on Monday 10th September are attached at **Appendix 3**. Work will be carried on GDPR on Thursday 4th October on files held in the Parish Council Archives the Parish Hall.

c) EXTERNAL AUDIT

 The Report and Certificate has been received from the External Auditor details of which are attached at **Appendix 4** for Members Perusal. Notices have been posted on the Notice Boards.

9. DEFIBRILATOR

The installation of this in North Weald is scheduled for 16th October. It is to be installed on the wall of the Methodist Church, subject to the confirmation of the electrical contractors that the installation site agreed is the best place for the Defibrillator. North Weald Healing Group and the Methodist Church have been kept updated throughout the process. Once installed, a small 'Opening Ceremony' will be arranged with publicity for both the North Weald Healing Group who have donated the funds for the cost of the Defibrillator and the Methodist Church who have agreed the use of site for the Defibrillator.

10. TELEPHONE BOXES – NORTH WEALD HIGH ROAD

One of the two modern telephone boxes in the High Road has been removed by BT. In order to enhance the new garden a wooden Planter is being considered by the Environmental Committee to be installed in its place. Members are asked to **CONFIRM** they are happy for this to be sited within the Garden complex.

11. REMEMBRANCE SUNDAY EVENTS

Members are advised that the Remembrance Sunday Meeting has been held on the 26th September at 9.30am, a Verbal Report will be given by the Clerk following this meeting.

12. GARAGES AT THE REAR OF THE PARISH HALL THORNWOOD

Members are advised that the precast concrete garages at the rear of the Hall at Thornwood have reached the end of their useful life, are starting to crumble and are very damp. Cllr Buckley together with Cllr Clegg have investigated replacing the garages with a purpose built fully lined container. Members are advised that this is fully damp proof. The total cost including removal of the garages (subject to their being no asbestos in the roof of the garages) is expected to be in the region of £4500 - £5000. Cllrs Buckley and Clegg will give a further report at the meeting. It should be noted that the planning permission which is held for the garages has always been a temporary one (10 years – from approximately 1998). Members are asked to **CONFIRM** that they wish for this to be sited here.

13. ADVERTISING BOARD ON THE PLAYING FIELD / COMMON THORNWOOD

Cllr Crosby, a Thornwood Ward Councillor, has organised an Artisan Sale in the Parish Hall on the 6th October. She is asking consent from the Parish Council to erect an Advertising Board on the Playing Field / Common advertising the sale. She will give a verbal report at the meeting and would further like to propose that funds be allocated by the Parish Council for a proper board with logo and title of the Parish Council on, to be made and used for future events with clear space below where event organisers can have individual advertising made up to display for each event (which they pay for). Cllr Crosby feels that if the Hall is to be used more and bring in more revenue this would be an asset to the Hall in helping volunteers raise more awareness of the events they are putting on (obviously they would have to meet the criteria of being community or charitable event and it would need to be overseen by the Parish Council). It is understood that Cllr Crosby has spoken to EFDC Planning Department regarding this matter and will be able to answer questions from members, if required. The entrance fee from the Artisan Sale on the 6th October will be donated to the Fund to purchase new tables for the Parish Hall. Members are asked to **CONFIRM** the above.

14. HASTINGWOOD VILLAGE HALL

Members will recall that there are still outstanding items to be carried out at Hastingwood Village Hall. Members previously agreed that they would re-visit this item once the balance of the Legal

Agreement Monies had been received from the Brent House Farm. At a recent meeting with the Hastingwood Village Hall Committee members of the Parish Council who were present, were advised that there was still approximately £10,000 worth of works still outstanding to be completed. It is **EXPECTED** that a confirmed list of these items will be available for Members at this Parish Council Meeting.

15. CHRISTMAS EVENT 

This item has been placed on the Agenda at the request of Councillors following the last meeting, to discuss a possible Christmas Event for Councillors and staff.

16. 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
