



North Weald Bassett

PARISH COUNCIL

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Clerk to the Council

Susan De Luca

30th August 2017

TO: ALL COUNCILLORS

You are hereby summonsed to attend A **Meeting** of the **Parish Council** which will be held on **Monday, 4th September 2017**, 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 3rd July 2017

To **NOTE**,

The Minutes of the Parish Hall at Thornwood Common held on the 6th July 2017

The Minutes of the Queens Hall Charity – are not currently 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 – Please See Agenda Item 12

c) District Councillors Reports – Please See Agenda Item 11

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 Monthly Update

8. FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of payment which were made up to the 31st August 2017 and **NOTE** the account balances at the end of the month (*to be tabled*)

b) Appointment of Internal Auditor

To confirm the Appointment of Stuart Pollard at the Parish Councils Internal Auditor for the year 2017 – 2018.

9. CONFIRMATION OF AMENDMENTS TO FINANCIAL REGULATIONS

 The Financial Regulations were reviewed at the same time as the Standing Orders by the Council's Internal Auditor – Stuart Pollard – under Corporate Governance for his comments in the first instance. A number of minor amendments had to be made to bring them into line and to co-relate to the Standing Orders. No further comments have been received and therefore they are now in front of Council for formal adoption, attached at **Appendix 4**.

10. EPPING FOREST DISTRICT COUNCIL DRAFT LOCAL PLAN

 On Saturday the 8th July the Clerk, the PFO and a number of Councillors attended a Workshop with Members of the Planning Policy Team regarding the Infrastructure Delivery Plan. This was followed by an invitation to attend a one hour meeting on the 1st August with the Planning Policy Team which was attended by the Clerk, and Cllr Clegg to discuss New and Amended / Revised Sites put forward via the land call process and currently being considered by EFDC. The Parish Council were asked to comment on the Infrastructure following the 8th July workshop. The Principal Financial Officer, who is also the Lead in the Neighbourhood Plan, compiled a response which had to be sent to EFDC by 18th August and therefore the Response is included at **Appendix 5** for Ratification.

11. EPPING FOREST DISTRICT COUNCIL REPORT TO CABINET NATIONAL POLICE AIR SERVICE – POTENTIAL RELOCATION TO NORTH WEALD AIRFIELD – 3 HELICOPTERS & 1 FIXED WING AIRCRAFT

 The Clerk has copied the Executive Summary from the Report to Cabinet – 7th September '17.

The National Police Air Service (NPAS) has approached the District Council to determine whether they could relocate their current operation at Lippitt Hill to North Weald Airfield. A Report is enclosed that outlines the Air Service's requirements and considers the potential environmental impact of their operation. In addition, the revenue consequences of the National Police Service becoming a tenant on the Airfield are detailed in the Report within the resources Section.

A full copy of the report is attached at **Appendix 6**. Cllr Mrs A Grigg has advised that she will give a Report to Members at the Parish Council Meeting on this matter.

It is understood that there will be :

- 3 Helicopters and 1 Fixed Wing Aircraft based at the Airfield
- A maximum of 20,000 movements, 10,000 up and 10,000 down, per annum
- Land area of approximately 1 acre with the ability to increase to 1.25 acres, subject to requirements
- 25 year lease – with no automatic right of renewal – Cllr Grigg to explain the 1954 Act

Members are asked to **CONSIDER** the following

- Currently the Air Ambulance operates from North Weald Airfield and there are 1300 Movements per annum –650 up and 650 down. The Parish Council has had no complaints about this regarding this Facility since it has been at the Airfield
- Tourists Flights from the Airfield – these currently operate at the weekend on a Licence – whilst the Parish Council has had no complaints, it is understood that complaints have been received by District Council regarding this operation, but it understood that this is when it took off on the wrong flight path.
- It is understood that the majority of comments received from local people when discussing the Local Plan and Neighbourhood Plan, is that they would rather see the Airfield used for Flying rather than large amounts Housing.
- Comments have been received from a Councillor that the District Councillors for North Weald and Thornwood should undertake a survey of their Residents, to satisfy themselves that they are happy with the proposal as it is a District Council Proposal and not a Parish Council Proposal.

12. GARDEN AT THE PARADE OF SHOPS

Final Project - Garden at the Parade of Shops – Installation of Metal Pole & Removal of Part of Wall & Finishing of Wall & Brick Pillar

The Garden, for which we were fortunate enough to secure some funding via a grant from Epping Forest District Council, has almost reached maturity. Members are advised that the wall to the car park continues to be a problem. Cllr Buckley has attempted to negotiate with the owner of the Car Park and the person who has ultimate responsibility for any structures on the land, however this has been unsuccessful despite continuous negotiations. The wall has been repaired to one side of the car park, and this has been successful in ensuring that no damage has been occasioned to this side of the wall. If the same repairs can be carried out to the other side of the wall, this will then 'tidy up' this area further and also create a much larger opening which will go some way in continuing to ensure that it is easier for vehicles to access and exit the car park. Obviously there is a cost to this project - £1360.

A number of Members met on site on Saturday 26th August to view the site with Cllr Buckley. It should be **NOTED** that the owner of the wall authorised the use of the wall at the rear of the Main Garden to be used as a 'backdrop' for the Garden thereby making a saving of some £1700. If this is **AGREED**, all that will be left to complete the area will be the removal of the Telephone Box by BT, which is expected to be removed in October '17.

13. DATA PROTECTION ACT – DATA PROTECTION AUDIT

Members are advised that a Data Protection Audit was carried out on the 9th August, the results of which are still awaited. As soon as this Report is received the Clerk will distribute this to Members, as it will be necessary for Members to undertake training in Data Protection.

14. ESSEX ASSOCIATION OF LOCAL COUNCILS AGM

Essex County Council and Essex Association of Local Councils Annual Joint Conference and the EALC 72nd AGM, to be held on Tuesday 19th September 2017 11.00 am at Foakes Hall in Great Dunmow Essex . All Councillors welcome to attend. Please contact the Clerk if you wish to attend.

15. RCCE VILLAGE HALLS & COMMUNITY BUILDINGS CONFERENCE 2017

To be held on Saturday 14th October at Chignall & Mashbury Village Hall – 9.30am – 3.30 pm. It is understood that the Queens Hall and the Parish Hall at Thornwood Common are both Members of the RCCE and this item is for information purposes, and their Members should contact the RCCE direct if they wish to attend.

16. REMEMBRANCE SUNDAY SERVICE – SUNDAY 12TH NOVEMBER AT 12.15PM

The Clerk and the Senior Administrative Officer have carried out a preliminary visit to the Debt of Honour, and a Report is currently being drawn up for the Remembrance Sunday Meeting which has been scheduled for Thursday 21st September. Preliminary Invites have been sent to the Norwegian Embassy and to Bodo, advising them of the date of Remembrance Sunday. With Members **AGREEMENT** a short Dedication of the Bench adjacent to the Debt of Honour will be held following the Remembrance Sunday Service, to commemorate the 75th Anniversary of the Norwegian Air Force at North Weald. We will also be remembering Lt General Wilhelm Mohr who was the driving force behind 75 years of friendship between North Weald and the people of Norway. Arthur Moreton has been assisting the Parish Council with the arrangements for the Dedication Service. Further details will be discussed at the meeting on the 21st September.

17. NORTH WEALD PARK – FORMERLY RAYLEY LANE GOLF COURSE

The Clerk has received a request from the Developers of this site asking if they can give a presentation to the Planning Committee as a result of their recent Consultation. Members are asked if they wish to **RECEIVE** this Presentation. Members will recall that the same Developer gave a short presentation to Councillors prior to a recent Planning meeting.

18. 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 **TWO** confidential items to be considered

