



**DRAFT MINUTES**

**Meeting:** COUNCIL

**Date:** 13th April 2015

**Time:** 7.56 PM

**Venue:** NORTH WEALD LIBRARY, 138 HIGH ROAD, NORTH WEALD

**PRESENT:**

**Councillors (10)** C Hawkins (Chairman), B Eldridge, B Clegg, G Mulliner, B Bartram, A Buckley, R Spearman, Mrs D Adams, Mrs E Godwin-Brown, N Bedford

**Also in Attendance (2)**

Susan De Luca, Clerk

Adriana Jones – Principal Finance Officer (PFO)

**Members of the Public (2)**

**Members of the Press (1)**

**C14.176 APOLOGIES FOR ABSENCE (4)**

*NOTED* that apologies for absence had been received from Cllrs Collins, Stallan, Mrs A Grigg and Blanks.

**C14.177 OTHER ABSENCES (0)**

No other apologies necessary.

**C14.178 MINUTES**

The Clerk informed Members that a number of amendments to the minutes of the Parish Council meeting held on 2nd March 2015 had been submitted by Cllrs Blanks, Grigg and Collins, and that once these amendments had been made, a further copy of the minutes would be emailed out to members for approval at the May meeting. Cllr Eldridge asked if a further update was available regarding the new tethering legislation, to which the Clerk stated she was still awaiting further details. Cllr Mulliner stated that with reference to the minutes, he did not propose a working group, but a Sub-Committee, and expressed his concern that if this is incorrectly minuted it would come back to haunt him. Cllr Mulliner stated that this was also minuted incorrectly in the Environmental Minutes. The Clerk stated that the excerpt from the minutes read '*After discussion, it was **AGREED** that a sub-committee or working group should be set up with the Village Hall to discuss this issue and report back to the next meeting*', and that the minutes did not state that Cllr Mulliner had suggested this, but that '*it had been agreed*'. The Clerk had therefore set up a Working Group of the Parish Council as there would be outside Members involved.

The PFO suggested that Cllr Mulliner contact the Senior Admin Officer to confirm exactly what had been stated at the Environmental Committee. The Clerk then further suggested that this be done as a matter of urgency especially as these minutes were taken 'on an almost verbatim basis' and in shorthand therefore these minutes would be absolutely as accurate as they possibly could be and in view of the above these would need to be agreed 'in principle' prior to the next meeting of that Committee.

The minutes of the Extraordinary meeting held on 9th March 2015 were **AGREED** as a true record. Councillors **NOTED** the minutes of the Annual Parish Assembly held on the 23<sup>rd</sup> March 2015 Parish Council Environmental Committee held on the 18<sup>th</sup> March 2015.

#### **C14.179 DECLARATIONS OF INTEREST**

The following declarations of interest were made:

Cllr Spearman - Pecuniary interest in item number 10 (Footpath at Weald Common)

Cllr Bartram - Non Pecuniary interest in item number 22 (Hastingwood Village Hall)

Cllr Mulliner - Non Pecuniary interest in item number 19 (North Weald Village Hall)

Cllr Godwin-Brown and Cllr Bedford - Non Pecuniary interest in item number 16 (Queens Hall Charity)

#### **C14.180 QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman welcomed Sue Malpass from North Weald Mums, and requested that agenda item 19 be moved forward for discussion - this was **AGREED** by Members.

#### **C14.181 LETTER FROM NORTH WEALD MUMS REGARDING VANDALISM ON THE NEW PLAYGROUND AT WEALD COMMON & CCTV**

Members noted that a letter had been received from North Weald Mums, a copy of which was attached to the agenda. The letter detailed the concern following the recent vandalism on the newly installed play area and the consideration of installing CCTV. Most CCTV needs an Electricity Source to operate, however it is understood that there may be some which operate off of Solar Power, but still needs somewhere to send the recording to (therefore still needs an Electricity source at some point). The nearest Electricity source is the Village Hall, it is understood that there has been some talks with the Village Hall, but these have not been particularly amenable between the North Weald Mums and the Village Hall. As Members are aware the Parish Council does not have access to any electricity source on Weald Common.

The Clerk stated that she had spoken to a member of the Safer Communities Team at EFDC, who had informed her that you can get solar powered CCTV, however an electricity supply would still be needed for the recording equipment. Sue Maplass stated that she had been informed that you could get recording equipment which is embedded in the column, however power would still be needed. Sue Maplass stated that the opinion of the North Weald Mums is that CCTV is the only way forward. Cllr Bedford stated that there are covert CCTV cameras that can be placed and unseen, and that perhaps this could be an option. The Chairman expressed his concern that the conviction rates using CCTV are not very good, and that he felt potentially it could be a waste of money. Cllr Godwin-Brown stated that she had heard that the quality of CCTV is rarely good enough to convict. Cllr Bedford suggested that erecting signs saying 'CCTV in Operation' could also act as a good deterrent, and that in addition perhaps an application could be made to the Police for the mobile CCTV Van. The Chairman stated that the youths would see the mobile van and not cause any damage. Sue Malpass stated that she couldn't see what harm CCTV would do, and that the reason she has come to speak with the Parish Council is that the power supply hadn't

been resolved, and wanted to obtain the views of the Parish Council so the North Weald Mums could decide whether or not to take the matter forward.

Cllr Clegg stated that this was a classic cart before the horse scenario, and that the Parish Council first needed to decide if they agreed with CCTV being in this location, and if so the issue of power supply should come afterwards. Cllr Mulliner stated that the Parish Council had permission to cross the land, but did not have permission to lay a cable, and that he didn't feel that this permission would be given. Cllr Spearman stated that it was his understanding that if there was CCTV footage of a public place, the Parish Council could not view it, to which the Clerk confirmed it would be the Safer Communities Team who could view it.

Cllr Clegg **PROPOSED** that CCTV Monitoring of the play ground at Weald Common be treated as a priority, and that the source of an electricity supply should be considered. This was **SECONDED** by Cllr Eldridge. A vote was taken as follows:

8 - For  
2 - Against

The Clerk asked Councillors how they would source the funding for CCTV, to which Sue Malpass stated that the North Weald Mums had agreed they would be happy to fund raise and try to obtain grants, subject to the Parish Council approving the project, which they now had. Sue Malpass asked the Council how they felt the North Weald Mums should best approach the North Weald Village Hall, stating that she had asked Nick Dorras if she could attend the AGM however was informed this was not permitted. Cllr Bedford as the Parish Councils representative on the North Weald Village Hall Committee, suggested that perhaps the North Weald Mums could have an informal meeting with Nick Dorras first, Cllr Bedford said he would support the process and ask that it be brought up as an agenda item. Members **AGREED** this was the best way forward. Derek Tringham suggested that an alternative could be to request an electricity supply from the sub-station directly adjacent to the hall, the contact details of which were on the gate/door. Councillor Mulliner stated this would not alleviate the need to have an electricity cable laid anywhere on North Weald Village Hall land, and he felt that was also what the Village Hall would not be agreeable to.

#### **C14.182 CLERKS UPDATE AND COMMUNICATIONS REPORT**

Members **NOTED** the following Clerks report:

| Date            | Reported By or Action Initiated By | Regarding     | Date Action Taken | Further Action Taken  |
|-----------------|------------------------------------|---------------|-------------------|---|
| March/<br>April | Clerk & Administrator              | Weald Common  | Ongoing           | Pathway / Wet Pour / Access/ Village Hall<br>Currently carrying out research by various means and dealing with EFDC regarding various actions |
| March/          | Office Staff                       | Neighbourhood | Ongoing           | Various Actions – Correspondence dealing with   |

|  |                                 |  |                   |   |
|--|---------------------------------|--|-------------------|---|
| April  |                                 | ood Area Designation                           |                   | Members of the Public & EFDC  |
| March  | Clerk                           | Queens Hall Charity                            | Ongoing           | Liaising with Charity Commission  |
| March  | Office Staff                    | Weald Common                                   | Ongoing           | Vandalism and Graffiti in Park  |
| March  | Clerk & PC Staff                | Annual Parish Assembly                         | March             | Arranging Annual Parish Assembly  |
| March  | Clerk                           | Removal of BT Phone Box outside Shops          | February<br>March | Ongoing – have chased still awaiting responses – Clerk leasing with BT regarding further action |
| March & April  | Admin Officer                   | Various Env/ Highway Matters                   | Continuing        | Ongoing – Continuing to chase some matters have been dealt with.                                |
| March  | Principal Finance Admin Officer | Street Lights                                  | Continuing        | Report to be given at the meeting.  |
| March  | PFO & Clerk                     | Allotments Meeting                             | March/April       | Arrange meeting/ Draw Up Invoices/Tenancy Agreements/ Attend Meeting / Banking                  |
| March/ April   | Office Staff                    | Neighbourhood Plan                             | March / April     | Various Matters (As per PC Agenda)  |
| March  | Admin Officer/Clerk             | Archiving – Sorting out Filing Room in Library | March             | Boxed Up and Archived Items to Thornwood  |
| March/ April   | Office Staff                    | Civic Awards                                   | March April       | Nominations etc, Awards Cttee culminating in the event  |
| OTHER ITEMS WHICH MAY BE OF INTEREST   |                                 |  |                   |   |
| Village Life Magazine, Various EFDC Agendas, Notification of Quiz Night From EFDC, The Essex Playing Field Newsletter, Making the Links Newsletter, EFDC Community Transport Launch 15th May, EALC County Update, Parish Hall Quiz Night 17th April. |                                 |  |                   |   |

**C14.183 REPORTS AND MEMBERS REPORTS**

- a) **Chairman’s Report** – The Chairman thanked those Councillors who attended the Annual Allotment meeting which took place on Sunday 22nd March.
- b) **Vice-Chairman’s Report** – The Vice Chairman reported that he had contacted EFDC to request a similar situation to Harlow in terms of rubbish collection, and shortly after this request a lorry was sent to the area and the rubbish swept into the ditches. There is a water leak in Mill Street (that has been present for 4 years) which freezes over in the winter. He has been in contact with both Thames Water and Three Valleys Water, both of whom are passing the buck. The Vice Chairman has given the Clerk additional correspondence with reference to the 40MPH speed limit in Mill Street, which is completely ignored. The

verges continue to worsen. Cllr Bedford suggested that perhaps this could be taken forward to the next NAPs meeting, to which the Clerk stated that these no longer take place. Cllr Bartram stated that he and Cllr Buckley had been trained, however this idea never really fully took off.

**c) District Councillors Report – None**

**d) Councillors Reports -** Cllr Bartram reported that the Queens Hall charity recently held the official opening of the Youth Shelter and the formal dedication of the Memorial Playing Fields as a Queen Elizabeth II Field in Trust. Cllr Hawkins officially opened both, and David Jackman from Everything Epping Forest reported the event. This was subsequently picked up by the Harlow Start, the Gazette and the Guardian. Cllr Bartram offered his thanks to Cllr Godwin-Brown for organising the refreshments following the event.

**e) Highways -** A copy of the latest Highways report was attached to the agenda. Cllr Bedford stated that on the previous minutes there was mention of the ability to nominate two lanes as 'Green Lanes', and asked if Church Lane could be nominated. The Clerk stated that Green Lanes were detailed on Cllr Jacksons report, and that she would investigate whether or not Church Lane would fulfil the criteria for nomination.

Cllr Buckley stated that the issues of damaged tarmac in the High Street has been dropped from the report, and wondered why. The Clerk stated that this damage is now on both sides of the road, and that she is aware it has been verbally reported by the office, however will check as to why this is not on the list.

Cllr Bedford stated that there is a collapsed drain outside the Talbot. With reference to the damage near the Talbot, Cllr Godwin-Brown recalled that Cllr Jackson had stated that there was a guarantee from the company who completed the works there, however the damage is still present.

It was reported that the water leak between the Undertakers and the Chemist is still there. The Clerk confirmed she would ask the office staff to chase this.

Cllr Clegg stated that notices regarding a road closure had been erected on Upland Road, and asked for further information. The PFO confirmed she would send out information to Councillors.

**f) Environmental Issues -** Cllr Mulliner reported the allotment meeting went well. There was a water leak on Queens Road allotments, which had now been resolved. The Damage to the plots of WFG had been resolved.

**C14.184 FINANCIAL REPORTS**

**a) List of Cheques & Monthly Statement of Accounts**

Members **NOTED** that the monthly list of payments and bank balances was unavailable, and that this would be presented at the May meeting.

Members **AGREED** that the payment for the Parish Hall electricity could be paid by Direct Debit each month, which would attract an annual 4% saving in costs.

#### **C14.185 NEIGHBOURHOOD PLAN**

Members **NOTED** the following:

- A Meeting had been held with Members and Officers of EFDC
- The Area Designation item on the March EFDDC Cabinet Meeting was deferred
- EFDC Members had agreed that the Area designation should be postponed until the June Cabinet Meeting
- Letters had been sent to all residents of the 60 homes which equates to approx 170 residents who would be affected in Hastingwood. So far, 64 responses had been received, 58 residents felt that it is wrong to exclude the area from the Neighbourhood Plan, and 5 feeling it is correct to do so. There was one conflicting response.

It was **AGREED** that the deadline for responses should be extended, and that this would be reported via Everything Epping Forest.

The Clerk stated that a report to the EFDC Cabinet for the 13<sup>th</sup> April has been received, a copy of which was attached to the agenda. On page 39 of the report under the heading **Criteria** the omission of part of Hastingwood from the Parish Councils Neighbourhood Plan was not in line with all of the bullet points as detailed on that Schedule.

The PFO gave members a summary of the current situation, and Councillors were asked how they wished to move forward. It was **AGREED** that EFDC should be contacted and asked to provide more detailed information as to the guidance they had received from Counsel with reference to a 'Memorandum of Understanding' and why it had been reported that it would not be lawful.

#### **C14.186 PATHWAY TO WEALD COMMON**

*Historic context:*

Following various communications and also a meeting of the Environmental Committee, no agreement had been reached in relation to the formation of a Parish Council Working Group regarding the Pathway at Weald Common. As Members were aware, there had been concerns with regard to the serious deterioration of the path, which had been noted by Members in a number of Quarterly Play Area Reports.

At the Environmental Committee Meeting the Clerk had placed the item on the Agenda to recruit the three Members necessary to be part of the Working Group (Parish Council side) however this was met with some opposition by the Chairman of the Environmental Committee who had asked why a member of the Parish Council's staff was required to carry out the administration and whether the Village Hall should also have a member present to assist with administration. The Clerk stated that this was a Parish Council Working Group and not a Village Hall Working Group, therefore minutes of meetings would need to be taken. The Clerk distributed a copy of the Terms of Reference for the Working Group. The Chairman referred to item no. 3 "*The 3 Members of the Parish Council should have no affiliation to the Village Hall, and the 3 Members of the Village Hall should have no affiliation to the Parish Council, thereby keeping impartiality*".

Cllr Mulliner had asked the Clerk why it would not be possible for him to sit on the Working Group if the Village Hall Members do not have an issue with him being part of it. The Clerk stated that there should be no conflict of interest. Cllr Mulliner had stated that the Working Group would not take place if he is unable to sit on the working group, and that he felt that if the Village Hall trustees were not worried about him sitting on the Working Group he should be allowed to. The Clerk stated that she would write to the Epping Forest District Council Monitoring Officer regarding the correct procedure and whether it would be appropriate for someone to sit on the Working Group “wearing two hats”. The Chairman stated that he had already written to the Monitoring Officer regarding this and was awaiting a reply.

The Clerk advised that she wanted to ensure that this was the correct way of doing it.

Councillor Hawkins had stated that he was of the opinion that due to the Health and Safety Issues previously pointed out in the ARD Reports that action on the path to make it safe should be carried out as soon as possible.

Cllr Mulliner had stated that the reason the Village Hall trustees wanted the path removed was because the willow tree is fragile and they do not want members of the public walking underneath it. The Clerk advised that the tree was the responsibility of the Village Hall and that by trying to stop people walking underneath it would not remove the Village Hall’s responsibility.

The Clerk advised Members that she had carried out a lot of research within the Parish Council archives and showed Members a photograph which had depicted the willow tree and a clearly drawn line (with hand written comments) showing where the footpath would be. This had been annotated by Cllr Collins during his time as Chairman of the Parish Council’s Open Spaces Committee. The Clerk informed Members that she had also spoken to the Chairman of North Weald Village Hall at that time who had confirmed that it was his understanding that a ‘gentleman’s agreement’ had taken place to agree the positioning of the pathway.

Following lengthy discussion, Members had agreed that the path should be removed, due to Health and Safety issues as soon as possible. If a Working Group was established in the future, then Members of the Parish Council would be able to make a request for funding for a path at the precept meeting for 2016/17.

As no agreement has been able to be reached with regard to a Working Party, it was imperative to correct the concerns regarding the Health & Safety of the pathway, and therefore the pathway was removed and the grass area made good.

Following this meeting the Clerk made an appointment with Simon Hill, Epping Forest District Council’s Deputy Monitoring Officer, and discussed a number of issues. A copy of his recommendations were attached to the agenda. Cllr Mulliner stated that he had been advised that the email address to which he had sent correspondence was not active, hence he had not received a reply from EFDC. The Clerk directed members to the correspondence from EFDC’s Monitoring Officer, which clearly stated the correct and most appropriate delegation for the working group. Cllr Mulliner suggested that if the Parish Council wanted to move forward with the creation of a more substantial path, they should await informal contact to be made from Nicky Dorras, Chairman of the North Weald Village Hall Committee, and come to a verbal agreement which is acceptable to both parties. The PFO

stated that a verbal agreement is the reason why this situation has occurred, in that there is no clearly documented agreement or evidence in terms of the current path, and that whatever is agreed must be done so in writing and formally. Cllr Mulliner stated that this was just a starting point, and that the Parish Council would need to approach the Village Hall Committee to open discussions. Cllr Mulliner also stated that it was his understanding that Nicky Dorras would be writing to the Parish Council over the coming few weeks.

The Clerk advised Members that she felt it necessary to remind them of the email that had been received from Simon Hill, EFDC Deputy Monitoring Officer and which had been circulated to **ALL** Members via their Agenda Pack and in which he had advised the following:

- a) *he clearly advised Members on the way forward in relation to meeting with the Village Hall Committee:*
- b) *that access and safety issues are resolved as soon as possible and that the Village Hall Committee seek a view from the EFDC Tree Section about the Willow Trees' viability.*

Cllr Buckley stated that even though the path has now been removed, people are still walking underneath the willow tree, and that it would need to be taped off if the North Weald Village Hall Committee do not want people to walk that route. The Clerk stated that it had been pointed out originally that even if the Parish Council removed the path, it was felt that residents would still walk that way, and that it would be up to the North Weald Village Hall Committee to find a way to prohibit that. Cllr Mulliner stated that taping off the path had been considered, but it would be a waste of time.

The Chairman suggested that in light of these issues, the hard surface path between the Weald common stone and the play areas should be created as soon as possible on Parish Council land. It was noted that a substantial sum around £1000 had been spent in the removing of the path and that this should be born in mind when there were future discussions on any issues relating to any pathways to the play area in the future, also that if a path was to be laid to replace the path that had been taken away, whether or not it is in the same position or not, then these additional costs that the Parish Council has had to pay out must be taken into consideration. A path to the play area should be completed from the Millennium Stone to the two play areas as soon as possible. This was **AGREED**.

Derek Tringham addressed the Council, stating that when the play area was first mooted by the Parish Council, asking if it could be placed onto the Village Hall Land some 12 years earlier, the Village Hall Committee were not happy with siting the play area on their land, and as such it was located on Weald Common. When the Parish Council suggested a path over the Village Hall land to access the play area, the Committee agreed the pathway but stated that they didn't want a concrete or tarmac path as this would effectively 'split the Village Hall land in two', and that's why it was agreed by both parties to place a matting path which would allow the grass to grow through. The Chairman thanked Derek Tringham for confirming this information.

Members **AGREED** that they would await a contact from Nicky Dorras on this matter, however the Clerk was asked to place this matter on the May meeting for an Update for Members.

The Chairman advised Members that as discussed at the last meeting and at the Environmental Meeting he would like to see the money which had been set aside for a more substantial path used to put down more wetpour in the play area. Cllr Mulliner stated that

he felt that children using the new Weald Common Play area are able to move between each piece of equipment without the need to step onto the grass surface, and as such was not convinced of the need for additional wetpour in these areas. It was **AGREED** to discuss the matter of the wetpour at the May Meeting as it was hoped that the path from the Millennium stone to the park would have been commenced by then.

**C14.187 STREET LIGHTS - REPORT ON LED LIGHTS**

Councillors **NOTED** that following the last meeting, the councils street lighting contractor had removed the two urgent street lighting columns that had been detailed on the list as being 'at risk', and had also fixed the damage to the street light in Woodside.

**C14.188 TREES ON COUNCIL OWNED LAND - RISK ASSESSMENT**

Councillors **NOTED** that the risk assessment document is still being written up.

**C14.189 ANNAUL ALLOTMENT COMMITTEE MEETING**

Reported earlier in the meeting by Cllr Mulliner.

**C14.190 PARISH COUNCIL CITIZEN OF THE YEAR**

This was held on Monday 22nd March 2015 in the Parish Hall at Thornwood Common, details of the winners were attached to the agenda. In addition, photo's of the event were on the table for members viewing.

**C14.191 ANNUAL PARISH ASSEMBLY**

This was held on Monday 22nd March 2015 in the Parish Hall at Thornwood Common, with 39 members of the public in attendance. Reports were given by four District Councillors, and one County Councillor.

**C14.192 QUEENS HALL CHARITY**

Following the resignation of Cllr Terry Blanks, 4 of the remaining 7 Parish Council appointed trustees also resigned due to fiduciary concerns, they are (Sheila Jackman, MBE, Cllr Alan Buckley, Cllr Cyril Hawkins, Susan De Luca). Members recalled that at the last Parish Council Meeting the Clerk was asked to write to the Charity Commission to voice the Parish Councils concerns and to ask a number of questions. This action has been carried out and a response is awaited.

**C14.193 REMEMBRANCE SUNDAY**

Members **NOTED** that following a request to the North Weald Village Hall Committee, it had been **AGREED** that the use of the village hall would be given FOC for this year's Remembrance Sunday events.

**C14.194 PARISH HALL AT THORNWOOD**

Members **NOTED** that there had been a number of concerns from various parties regarding the electrics at the Parish Hall at Thornwood, in that the power can be erratic dependent on the number of electrical items being used, often resulting in power outages. This could potentially have a detrimental effect on repeat hire, with people opting to go elsewhere. The Clerk advised that the electrical system should be looked at by an electrician, which was agreed by the Parish Hall committee. This

has been completed, and the resultant recommended action is will result in works costing £1,700. The Clerk stated this would be on the next agenda for full discussion.

**C14.195 THORNWOOD FESTIVAL - USE OF HALL AND FIELD**

Members noted that the Thornwood Festival would be taking place on Sunday 28th June 2015, and it was **AGREED** the festival committee could have the use of Thornwood Common for this event.

**C14.196 LETTER REGARDING VE DAY 70<sup>TH</sup> ANNIVERSARY CELEBRATIONS**

Members **NOTED** the letter as attached to the agenda from Eric Pickles office, regarding VE day celebrations.

**C14.197 NORTH WEALD AIRFIELD**

Members **NOTED** that the District Council is looking to appoint an Operational Manager for the Airfield and that marketing for this will commence shortly. The District Council will pay a fee to the operator to achieve targets and incentives and the Council will receive income from the business generated. The Clerk tabled the promotional brochure available on Savill's website.

The District Council wish to increase flying in line with aviation and mixed use of the airfield, also the CAA no longer require a license the Airfield for private pilot training which could take place at North Weald with fixed wing aircraft.

The Clerk drew members attention to the suggestion of a new entrance to the airfield as detailed in the brochure, however stated that her understanding was that this suggestion was that of Savills, and not EFDC.

**C14.198 NORTH WEALD AIRFIELD**

Members **NOTED** that the second part of the £50,000 S106 Monies is still awaited, however meetings have been continuing to be held with the Village Hall Committee who are responsible for building works. A spread sheet of works necessary has now been received and also copies of tenders. The committee has decided that they do not require a Chartered Surveyor to manage the works and they will let the appointed builder manage the works. The Clerk stated that she had not heard back from EFDC regarding the monies are to be expected, and expressed concern that the site has been sold again. This item will be kept on the agenda.

**C14.199 COMMUNITY DAY – NORTH WEALD AIRFIELD – SUNDAY 12<sup>TH</sup> JULY  
'SALUTE TO THE FEW'**

Members **NOTED** that EFDC is organising a Community Day as detailed above and as shown on the poster attached to the agenda. Last year due to lack of staff and Councillors being available to 'man' a Parish Council stall, there was not a Parish Council presence at this event, and Members were asked if they wish to be placed on a Rota to help at this event. The Chairman stated this event would be much bigger and better than previous years. The Clerk stated that she would draw up a rota, and asked Councillors to inform her if they would be available to assist.

**C14.200 REPORTING OF PARISH COUNCIL ACTIVITIES BY THE PRESS**

Councillors **NOTED** that following the appointment of Everything Epping Forest, there had been wide ranging press coverage, details of which were attached to the agenda. In addition, the Clerk stated that the Parish Council had been mentioned three times in the EALC County Update. Councillors agreed they were very happy and encouraged by how this appointment had increased press coverage.

**C14.201 DOG BIN AT ST ANDREWS SCHOOL.**

Councillors **NOTED** that the Clerk had received a letter from the new Headmistress at St Andrews School, which is in essence asking whether the Parish Council would take over the payment of the cost of emptying the dog bin near St Andrews School. A copy of both the original letter from the school in 2009 and the new request letter, were attached to the agenda. The Clerk stated that the approximate cost to empty this bin per year is £141. Cllr Bedford stated that the school are already paying it, and as such should continue. Cllr Godwin-Brown stated that she was perfectly happy for the Parish Council to pay these costs. Cllr Adams agreed. Cllr Clegg stated that the cost of emptying this bin has been paid for the past 6 years by the school, and school are always asked to find ways to cut costs. After discussion, it was **AGREED** that the Parish Council should not pay for the cost of emptying this bin.

Meeting closed

Signed .....  
Date .....