



MINUTES

Meeting: PARISH COUNCIL **Date:** 4th December 2017 **Time:** 7.30PM

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

PRESENT:

Councillors (10) A Buckley (Chairman), B Bartram, D Stallan, Mrs Grigg, Mrs S Jackman
MBE, T Blanks, G Mulliner, B Clegg, A Tyler, R Spearman

Officers in Attendance (2)

Susan De Luca - Parish Clerk
Adriana Jones - Principal Finance Officer

Members of the Public (8)

Members of the Press (0)

C17.122 CO-OPTION OF COUNCILLORS

Councillors were asked if there were any nominations for Co-Option for a Councillor for the Thornwood Common Ward. The Clerk advised that she had not received any nominations. There were no nominations forthcoming, however Cllr Clegg advised that he was trying to establish if there was any local interest.

C17.123 APOLOGIES FOR ABSENCE (3)

NOTED that apologies for absence had been received from Councillors Harris, Eldridge and Mrs Godwin-Brown.

C17.124 OTHER ABSENCES (1)

Cllr Bedford.

C17.125 MINUTES

The Minutes of the meeting of the Parish Council held on 6th November 2017 were **AGREED** as a true record. Councillors **NOTED** the minutes of The Parish Hall at Thornwood Committee meeting held on 2nd November 2017 and the minutes of the Queens Hall Charity held on 17th October 2017.

C17.126 DECLARATIONS OF INTEREST

Cllr Stallan declared a non pecuniary interest in agenda item 10 by virtue of being a patient of the Limes surgery. Cllr Bartram declared a non pecuniary interest in agenda item 16 by virtue of being Chairman of the Queens Hall Charity.

C17.127 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed the 8 members of the public present.

C17.128 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Date	Reported By or Action Initiated By	Regarding	Action Taken	Further Action Taken
NOV	CLERK/PFO	LOCAL PLAN	Ongoing/Continuing	Various Actions
NOV	CLERK	FIRST		SOLICITORS

		REGISTRATION OF LAND		
NOV	CLERK/ SENIOR ADMIN OFFICER	REMEMBRANCE SUNDAY EVENTS	Ongoing	VARIOUS ACTIONS
NOV	SENIOR ADMIN OFFICER /CLERK	PARISH HALL	Ongoing	ADMIN
NOV	SENIOR ADMIN/CLERK	CEMETERY	Ongoing	Various Cemetery Matters including new Section
NOV	PFO	ACCOUNTS	Ongoing	Interim Audit
NOV	PFO/CLERK	ALLOTMENTS	Queens Road	Various Matters
NOV	CLERK	DEFIBRILLATOR	Deployment	VARIOUS ADMIN
ITEMS RECEIVED WHICH MAY BE OF INTEREST				
Various EFDC Agendas, North Weald Village Life Grant Funding – Details from EFDC.				

The Clerk advised that the agenda for the extraordinary Council meeting of EFDC scheduled for 14th December 2017 was due to be published either the following day or the day after, and that once it was released the Clerk would email a link to all Councillors before arranging for a hard copy if so required. EFDC would be providing only one hard copy per Parish Council. Cllr Blanks asked Cllr Stellan if he had seen the agenda, to which Cllr Stellan advised that it was published as per the statutory requirements. Cllr Blanks advised that he was disappointed that only one copy was being supplied by the District Council after the amount of money that has been spent on consultants.

C17.129 REPORTS AND MEMBERS REPORTS

- a) **Chairman's Report** - The Chairman reminded Councillors that the children's Christmas Party at Norway House would be on 19th December between 5-8pm, and the Chairman would be attending along with Father Christmas. All Councillors were welcome to attend. Around 70 children were expected to be present, and the Chairman confirmed he would be advising Norway House of the amount of money donated by Councillors towards this event, for which he also thanked Councillors for their generosity.
- b) **Vice-Chairman's Report** – No Report.
- c) **District and County Councillors Report** – Cllr Mrs Grigg advised that mention of the Local Plan had also taken place, and that there had been a number of meetings held at the District concerning the local plan. Cllr Mrs Grigg clarified that the push to progress the Local Plan was as a result of trying to reach the 31st March 2018 deadline for submission for examination, otherwise there may be a requirement to almost double the numbers. Cllr Mrs Grigg stated that whilst she may not be happy with the proposed numbers, she would be more unhappy if the numbers were doubled. Cllr Blanks asked if EFDC had therefore taken the easy option, or not fully considered the options in order to come up with the answer. Cllr Mrs Grigg asked Cllr Blanks to clarify his point, to which Cllr Blanks stated that in terms of sites for housing, would EFDC put more houses in North Weald than is justified. Cllr Mrs Grigg stated that whatever the allocation for North Weald, if the District Council fails to meet the 31st March 2018 deadline the housing could be doubled. Cllr Mrs Grigg stated that she felt it was sensible to try and achieve the 31st March deadline. Cllr Clegg asked if the District Councillors

were perturbed about a leak in the local press concerning the Local Plan, to which Cllr Stallan stated that it was exactly that - a leak - and members of the public would find out if it was correct or not when the agenda was published. Cllr Stallan stated that he had received assurances that there would be no 'yellow's' tabled on the night, and that he had indicated that he would not be accepting them.

- d) **Councillors Reports** – Cllr Mulliner reported that the daffodils had been planted around the village of Hastingwood, however only half the bulbs were used. Cllr Spearman reported that some were also planted in Thornwood. Pansies had also been planted in the garden outside the shops, and seemed to be thriving. It had also been agreed by the Environmental Committee to put a hedge around the new Meadowbrook section of the Cemetery.
- e) **Neighbourhood Plan Monthly Update** - The PFO advised that representatives of the Neighbourhood Plan Steering Group in the form of herself and Nicole had attended the Hastingwood Village Hall Event on Sunday 19th November to simply have a presence, signpost the logo and gain feedback if possible, stating that the event was very well attended. The Clerk advised that both herself and the Clerk would be attending the meeting on 14th December at EFDC. Cllr Blanks advised that EFDC issued a revised planning code of practice in November, and it seemed that this was a co-incidence and seemed to follow the outline planning application by Chigwell Parish Council who claim to have secured £6.5m to build things the Parish Council at Chigwell want, and that he was wondering if the planning code of practice that has been revised will help us speak to developers because that is where the money is going to come from. The Clerk advised that the Chigwell Neighbourhood Plan sets out how the funding will be secured. Cllr Blanks asked if this would help the Parish Council / Steering Group talk to developers as we have been very careful not to provide any form of encouragement to any particular developer, however since other Parish Councils don't seem to be doing this maybe this opens the gate for the rest of us. The PFO advised that Neighbourhood Planning actively supports and encourages talking to developers and the Neighbourhood Plan Steering Group had already expressed that they will be talking to developers, and whilst there isn't one particular developer that should be favoured, the Steering Group will be talking to all developers that have expressed an interest, equally and on the same terms.

C17.130 FINANCIAL REPORTS

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

Councillors **NOTED** and **AGREED** the statement of accounts and payments for the months of 30th November 2017. Cllr Bartram asked if there was any outstanding income due for wreaths, for which the PFO stated there was not. Cllr Blanks asked if the expenditure for Mullucks Well was the whole expected amount, to which the Clerk advised no further expenditure was expected.

b) **Internal Audit**

Members **NOTED** that Stuart Pollard – the Council's Internal Auditor - completed the Interim Internal Audit 2017/2018 on 29th November.

C17.131 LIMES MEDICAL CENTRE

Councillors **NOTED** that as agreed at the November Parish Council meeting, the Clerk had written to the representative at the Limes Medical Centre regarding the

closure of the Surgery at Wheelers Farm Garden, raising the following comments and questions:

- An objection by Cllr Mrs S Jackman, MBE has been made to the response given by the surgery stating it was inadequate and quite pathetic, and that she didn't believe the surgery had no idea as to how long the works would take. She also suggested that the Clerk contact The Limes stating that the residents of North Weald want the surgery back up and running as soon as possible.
- Cllr Tyler stated that it was his understanding that the surgery was closed because of the level of objection by local residents to the parking problems in this area, and that he supported Cllr Mrs Jackman as this was a service needed by local residents. Parking was never really an issue, however since the surgery opened full time, parking had become a problem.
- Cllr Bedford suggested the Clerk should ask for information in terms of timings, stating that the Parish Council was not happy with the response asking for a breakdown on what works are being carried out, the timescale, what contractor has been appointed, and a contact for the NHS Trust.
- Cllr Mrs Godwin-Brown stated that in the response received they were blaming NHS England, and the Clerk should suggest that the Limes should put pressure on NHS England and ask the reason why.
- The Council were very concerned at the length of time it is taking to complete the works, and ask for an update on how long works were expected before the surgery would reopen.
- Cllr Stallan also suggested that the Parish Council invite the representative who wrote the letter to attend a future Parish Council meeting to answer members concerns.

The Chairman welcomed Debbie Bodhyana and Dr Abouharb to meeting, and invited them to address the Council. Debbie thanked the Council for inviting to her to attend, stating she was happy to attend at any time and was pleased to receive the invitation. Debbie stated she was disappointed to have read the article in the Guardian newspaper, as the Limes Surgery has a background of significant commitment to the surgery in North Weald. Debbie stated that the surgery in North Weald was opened on 1st October 1982, and has been operating in exactly the same space and conditions over the past 35 years. In addition, the surgery in the High Street in Epping also operated from the North Weald surgery in the early days, however around 14 years ago it withdrew its service. However, the Limes were committed to serving the residents of North Weald and continued to operate from this site. In the spring of 2017, the Limes surgery wanted to make their style of provision more Neighbourhood based so took the decision to open both the North Weald Surgery and the Theydon Bois Surgery full time. The Theydon Bois surgery is a much better site and is very fit for purpose as opposed to the site at North Weald.

Debbie stated that in terms of their commitment to North Weald, the Limes practice is a Partnership, and although 95% of their work is via the NHS, it is run as a business

with any extra investment needed being put in by the 6 partners. Over the past few years, the rent reimbursement for the North Weald surgery hasn't been for the full amount, costing £7,000 per year with only £3,500 being reimbursed, meaning the six partners are having to fund the extra £3,500. Debbie started at the Limes 18 years ago and one of the first things she remembered was being told that the partners that were there at the time had invested £25,000 with a developer for a new site on the old printing press, however this was without agreement from the NHS that they would support a new surgery. The Plans were passed by EFDC, however because the developers at the time did a poor job and had not secured the funding via the NHS, this did not come to fruition. Ever since this time, the Limes has been working each year to try and improve the surgery in North Weald whilst working with local people who have land to try and secure a suitable site for a new surgery. Roughly 10 years ago, Debbie managed to get North Weald to the top of agenda, with West Essex PCT agreeing there needed to be a new surgery at North Weald. A site was identified on the airfield, the NHS were on board, as were the architects (who have been the same for the past 18 years working on risk), so everything was looking positive, and then the property market plummeted and the developers put up the price by £250,000 and said they were putting the building of houses on hold, and the PCT said that if the Limes didn't do it then, they couldn't do it as the PCT were not prepared to put up an additional £250,000.

Three years ago, the practice became resigned to the fact that the surgery would need to stay where it was at Wheelers Farm Gardens, and that time and investment should be put into improving the facilities at this site. The Limes applied for a small development fund, however this was denied by NHS England. Another fund request was submitted 18 months ago for £42,000, and this was successful. Only 66% of this is funded by the NHS, so the 6 Partners would need to put in the remaining third of funds. As Partners they agreed to do this, however in order to secure the funding a new lease had to be obtained for the property, which took an entire 12 months to agree. The lease was agreed, quotes in place, NHS approval in place, working on the Hannover approval, contractors lined-up, everything ready to go, so the surgery was closed, and then NHS England said that they wanted to have another look. NHS England did this, and decided they were not happy with the plan, and asked the Limes to revise and resubmit their bid again. Therefore the current position is that Debbie is having to redo the entire application for the £42,000 funding. Debbie stated it was never the intention to close the surgery for so long, however it is simply not fit for purpose for doctors to work in those conditions, stating for example that there has been occasions when patients have had to have nebulizers in the staff toilets, which is simply unacceptable.

Debbie stated that the Limes and the six partners were committed to North Weald and working desperately hard to get the site fit for purpose, which was why they were so disappointed to have received the comments from the Parish Council. Debbie confirmed that they were given a difficult time by the residents of Wheelers Farm Gardens who set up a picket about people parking in their car parking spaces, however the car park is actually part of the lease agreed for the surgery. This did upset both doctors and staff. Debbie stated that she hoped that her address had gone some way to proving how committed the Limes surgery was to North Weald.

Cllr Stallan thanked Debbie for her clarification concerning the site and its history, stating that it was his understanding that some of the parking that was being used was parking that was assigned to the flats and residents, and would like clarification as to what was included within the lease. Debbie stated that there had been no changes to the lease in terms of parking, however as the doctors at North Weald was not open all the time the Surgery let residents park in those spaces, but the spaces do not belong to them.

Cllr Jackman advised she was fully aware of the history, however stated that for North Weald to be without a doctors surgery over the winter period was not acceptable, and asked if there were any possible alternatives such as renting an alternative space on a temporary basis. Debbie stated that the Limes continues to complete weekly visits to the residential homes in North Weald, but that it wasn't as simple as approaching somebody asking them if a surgery could be set up. Sites need to be fit for purpose. Debbie stated that the hope was that NHS England give approval for the £42,000 funding application, but if this is not successful then the surgery will need to seriously consider what they are going to do, and if this is the case they would need to come back to the Parish Council and discuss this with them. Debbie stated that she was aware of the plans for the expansion of North Weald in terms of housing, stating that there hadn't been a new GMS contract issued anywhere in the Epping Forest District for some time. Debbie felt that it would be highly unlikely that a new doctors contract would be issued, but that their hope would be that if there was a large provision of new homes the Parish Council would work with the Limes and to emphasise the need for developers to work with the Limes Surgery in order to provide either space or subsidy for a new site, and to get North Weald moved up the agenda as in NHS Terms North Weald is down the bottom. Debbie stated that Alex Burghart MP also needed to be on board.

Dr Abouharb stated that when Eleanor Lang MP had visited the office three weeks ago she was very clear confirming she would be speaking with the House of Commons on this issue. Dr Abouharb stated he had been at the Limes for around 20 years, and that he feels the site in North Weald may still not be acceptable even when all the refurbishment had been completed. Dr Abouharb stated that the community needed to think long term, and falling out with each other was not helpful as we all needed to work together to achieve the same goal. It was noted that Eleanor Lang MP represents only Thornwood, hence the need for Alex Burghart MP to be on board. Cllr Stallan stated that it was a good idea to get Alex Burghart MP on board, however asked if the Limes were aware whether or not the piece of land identified earlier by Debbie was now available, suggesting perhaps the Limes should request a meeting with the Leader of EFDC to ask about its availability. Debbie stated that it was not only a case of is the land available, but a case of where will they get the money to actually build a new surgery.

The Chairman thanked Debbie and Dr Abouharb for taking the time to attend the meeting, and asked if the Limes could contact the Parish Clerk setting out what support they needed from the Parish Council.

A representative from Quinn Estates was in the public gallery and asked the Chairman if he could address the Council, to which the Chairman confirmed he could if he was brief. The representative stated that as part of their engagement and willingness to

engage not only with the community but also with the Limes (whom they have met with previously) they would like to continue to engage with both concerning a branch of the Limes in North Weald.

C17.132 REMEMBRANCE SUNDAY EVENTS

Members **NOTED** that the Remembrance Sunday service was a great success. The Senior Administrative Officer managed to seamlessly add an additional wreath layer during the service. A letter had been received from Sue Keane thanking all involved for their efforts. A letter had also been received from Derek Tringham thanking the office staff for their support with photocopying the RBL pamphlets, and for the sound system. The ATC had indicated their intention to bring their whole contingent to the 2018 event. The Chairman invited Arthur Moreton to address the Council. Mr Moreton stated that he agreed the event was extremely successful, with a great number of residents in attendance, as well as the unveiling of the Norwegian bench. In addition, he had received notification from the Air force in Bodo that they would continue to support the North Weald Remembrance events even though they would be moving to a new location. Mr Moreton continued, stating that 26 Norwegian veterans had also attended the Debt of Honour on the Saturday prior to Remembrance Sunday and had laid a wreath at the Norwegian stone as well as having a tour of the airfield. Mr Moreton was presented with the Norwegian Defence Memorial medal in recognition of all his work fostering the good relationship between North Weald and Norway over the past 20 years, however Mr Moreton stated this medal was for all residents of North Weald.

C17.133 WREATHS

Councillors **NOTED** that the Parish Council had been approached by Mr Arthur Moreton with regard to the Wreaths which have been laid at the Norwegian Memorial, and at the Debt of Honour. Concern has been expressed by Mr Moreton that the Wreaths which are normally securely fastened throughout the year to the Debt of Honour (which is at the rear of the Norwegian Memorial), will not be carried out this year. Mr Moreton confirmed that he had put some wreaths back on two occasions, and some of his associates from RAFA had now secured the wreaths temporarily with wire, however this was not a long term solution. Following the very high winds, and within a week of the wreaths being laid, most of the wreaths had blown off, and instead of looking fitting, it looked awful. Mr Moreton stated that if the Parish Council wanted the wreaths to be fixed permanently all year, they would need to make arrangements for this to take place. In addition, the flags on the flag poles needed replacing.

Cllr Stellan confirmed that he fully supported Mr Moreton as he had noticed the flags earlier in the previous week, however the Parish Council does not own the Debt of Honour or the flags which is why he had asked for a plan B to be in place as effectively the Parish Council has no right to go on, or use, this property. In the past, the Parish Council has been permitted to do so as it had the support of Mr Ramsey, however due to recent events the current status of this property was unclear. The Clerk advised that the Trust owned the Debt of Honour and flag poles, however Mr Ramsey had written to EFDC stating that the Trust no longer wanted responsibility for it going forward, informing EFDC that he had written to the Charity Commission to confirm as such. Cllr Grigg stated that EFDC were taking legal advice on this issue, and that it may be that Mr Macnab now has this advice. The Clerk advised that this

was an important part of the village, however if the Parish Council did decide to take it on then it would cost money to maintain it. Cllr Mrs Jackman suggested it should be precepted for, stating that perhaps the parish residents would see this as a sensible way forward. The Chairman expressed his concern that this was yet another issue and cost being thrown onto the Parish Council, which in turn is passed on to local residents. Mr Moreton stated that logically this forms part of the airfield, suggesting that perhaps a partnership with EFDC would be a way forward. The Chairman suggested that perhaps the Clerk should write to EFDC to establish if it has made a firm decision regarding the future of the Debt of Honour. Cllr Mrs Grigg stated that she couldn't see anybody else taking on the responsibility, and that rather than see it in a state of disrepair she reluctantly understood that it would probably be up to the Parish Council to take on. If not, the likelihood is that it would fall into a poor state of repair and residents would be extremely unhappy as Remembrance Sunday comes around. Cllr Mrs Grigg suggested that the Parish Council should look at the cost of taking it on. The Clerk asked Cllr Mrs Grigg if she felt that this could possibly be a candidate for the next round of Tourist Funding from EFDC, to which Cllr Mrs Grigg stated it could possibly. After further discussion, it was **AGREED** that the Clerk would first establish the current status of the Trust's management of the Debt of Honour, followed by EFDC's thoughts on the matter, which would in turn inform the decision of the Parish Council to take on its management.

Cllr Tyler raised an important issue that he knew would form part of the Remembrance Sunday debrief meeting concerning a security concern at the 2017 event in the form of a suspicious character loitering around on the morning of the event. Cllr Stallan stated that he understood this concern, asking if the Parish Council had a lone working policy, to which it was confirmed it did. It was **AGREED** this should be considered fully prior to the 2018 event.

C17.134 DEFIBRILLATOR

Councillors **NOTED** that following the deployment of the Defibrillator at Thornwood two weeks ago it had been necessary to review the reporting system and how this operates. It was originally understood that the WEBNOS Reporting System would alert the Parish Council if the Defibrillator had been removed from its setting, even though on this occasion it had not been deployed, however this had not happened. Staff at the Parish Council contacted WEBNOS as they were advised of its deployment by the Cllr Blanks. The Clerk was advised that "in an ideal world the owners of the Defibrillator would be told if it is taken from its cabinet and used or not used, whatever the case, however in reality this is not actually the case in the current circumstances due to staff shortages at the Ambulance / NHS Service."

When the Defibrillator has been deployed (but not necessarily used) it is out of Service, until it is re-commissioned. By re-commissioning, this simply means the Cabinet & the Defibrillator has to be checked that all is functioning correctly, and the WEBNOS System has to be updated accordingly. Until this time it is logged as Out of Action by the Ambulance Service. Therefore, if the Office staff are not advised that it has been used, or if it is stolen or vandalised, someone may be advised to go to the cabinet and access the defibrillator in an emergency and it may not be there or it could be Out of Action and we would not know. This could have serious consequences for both the patient and the Parish Council.

Parish Councillors therefore needed to ask themselves how often should the Parish Council be doing the visual checks to see if the green light is flashing at the front of the cabinet. It looks as if seemingly a daily visual check is recommended and if this is the case to agree that there would be financial implications.

The British Heart Foundation suggests that checking and maintenance of the defibrillator is the responsibility of the organisation who own it (the Parish Council) and owners are strongly recommended to follow the guidelines (specifically within section 13) of the document entitled "A Guide to Automated External Defibrillators" produced in conjunction with the Resuscitation Council (UK). A full copy can be found at <https://www.resus.org.uk/publications/a-guide-to-aeds/>

Section 13 states the following:

Users of an AED are not expected to carry out any maintenance tasks other than replacing expired batteries, electrode pads, and other consumable items (razor, airway adjuncts, plastic gloves). Even then, the shelf-life of these (unused) is usually 3 - 5 years, so any maintenance tasks are infrequent. In all cases the manufacturer's instructions should be followed. All currently available AEDs perform regular self-checks and if a problem is detected it will be indicated. In most cases they show this by a warning sign or light visible on the front of the machine. Those owning an AED should have a process in place for it to be checked regularly and frequently (ideally daily) for such a warning, and for appropriate action to be taken when necessary. If this task is delegated to individuals, allowance must be made to ensure that the checks are not neglected during absence on holidays, sick leave etc. Most manufacturers provide a replacement AED while one is removed for servicing, and the arrangements for this should be clarified and agreed during the process of buying the AED.

In addition:

- The local NHS ambulance service should be notified of the location of your new defibrillator once it is up and running.
- After each use, a maintenance check and new pads are needed.
- Signs should be erected at various locations to publicise the location of the unit and to encourage people to use it.
- The device must be stored (together with the defibrillator pads and the battery pack inserted) at a temperature of between 0°C~ 43°C(32°F~ 109°F) so it is ready to be used in an emergency.

Whilst the Parish Council has adhered to the above bullet points, Councillors **CONSIDERED** these responsibilities in view of the recent deployment and as well looking at how to go forward to ensure the Parish Council is meeting the above responsibilities. A procedure was also needed to ensure these responsibilities would be met with the installation of the second defibrillator.

Cllr Mrs Grigg suggested that as a starting point the Parish Hall Caretaker should be asked to complete a simple visual check when she walks past it when attending the hall, even if this is not every day. It may be that somebody else is needed to conduct this visual check on the days she cannot do it. The Clerk advised that it was her understanding that the Caretaker attends site 6 out of 7 days per week, which would leave only one day per week when it isn't checked. Cllr Clegg confirmed that a club

he belongs to has had recent experience of this, and he would contact them to establish their process.

After further discussion, it was **AGREED** that the Clerk would ask the Parish Hall Caretaker to conduct a visual check at least once per day on the days she attends the hall, and to simply record this has taken place. It was **NOTED** that Colin also walks past every day and that he may be willing to take part in checking also.

Cllr Blanks provided Councillors with an update on how the Defibrillator was deployed, stating that the First Responder who attended site has also offered to train members of the public if this is something the Parish Council wanted to do. The Clerk advised that this issue had been raised with the previous Chairman and the Parish Hall Committee, however training was not felt needed by both at this time of being addressed. It was **AGREED** the Clerk would look into this training further, especially in light of the possibility of a future defibrillator in North Weald.

C17.135 VILLAGE CAROLS - ST ANDREWS CHURCH 18TH DECEMBER

Councillors **NOTED** that an invitation had been received from Father Rodley to attend this event, however this fell on the same night as the Budget and Precept Meeting. It was **AGREED** that the Clerk would write to Father Rodley to kindly decline the offer, and provide him with the meeting dates for 2018.

C17.136 PRECEPT MEETING

Councillors **NOTED** that the Budget & Precept Meeting had been scheduled for the 18th December at 7.00pm following the Planning Meeting which will be held at 6.30pm that evening. Members were asked to advise the Clerk or the Financial Officer of any items that they wish to be included for consideration within the Budget by 8th December.

C17.137 QUEENS HALL COMMUNITY CENTRE

Councillors **NOTED** that the Parish Council had received an Email from Cllr Brian Bartram, Chairman and Trustee of the Queens Hall Charity, asking for support from the Parish Council concerning an application for grant funding that the Charity had made to EFDC. Cllr Bartram advised that he had arranged for an electrical inspection to take place as there were no records of the previous one, and as a result several thousand pounds worth of work was needed. The Queens Hall Charity will fund half, and has put in a funding request to EFDC for the remainder. Cllr Blanks stated that in his view the Queens Hall Charity should have enough funds to do this work. After further discussion, it was **AGREED** to support this funding application.

C17.138 EFDC CONSULTATION – REVIEW OF THE COUNCIL’S HOUSING ALLOCATION SCHEME

Councillors recalled this item had been brought forward from the November Parish Council meeting during which documentation had been circulated, and where members agreed that further time was needed to consider the scheme. Cllr Mrs Jackman stated that she still felt the penalty for refusing two offers was harsh, stating that surely this would depend on what the refusal reasons were. Cllr Stallan stated that his experience was that often residents would refuse an offer simply on the basis they didn't like what was being offered, and with social housing in short supply houses needed to be allocated as effectively and quickly as possible. Cllr Mrs

Jackman understood this, however stated that compassion was needed when considering any refusals. After further discussion, it was **AGREED** that the Parish Council supported the new Housing Allocation Scheme, however reference should be made in the letter to EFDC concerning showing compassion in certain circumstances.

C17.139 NORTH WEALD BASSETT PARISH COUNCIL CEMETERY – OPENING OF SECTION TWO

Members **NOTED** that the formal opening of the Meadowbrook section of the Cemetery would take place on 10th January at 12pm. Invites had been sent out to all on the list included within the November minutes, however confirmation of a location for the reception following the event is yet to be confirmed. As this new Section was now named, it was **AGREED** that a name should be allotted to section one. After discussion, it was **AGREED** that Section 1 would be named 'The Hedgerows'. **PROPOSED** Cllr Mulliner, **SECONDED** Cllr Mrs Grigg.

Meeting closed 21.14

Signed

Date