



MINUTES

Meeting: COUNCIL

Date: 5th January 2015

Time: 8.05 PM

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

PRESENT:

Councillors (13) C Hawkins (Chairman), B Eldridge, B Clegg, G Mulliner, N Bedford, Mrs E Godwin-Brown, B Bartram, Mrs A Grigg, Miss D Adams, A Buckley, D Spearman, P Collins, T Blanks

Also in Attendance (2)

Susan De Luca – Clerk to the Council

Adriana Jones – Principal Finance Officer

Members of the Public (0)

Members of the Press (0)

C14.126 APOLOGIES FOR ABSENCE (1)

NOTED that apologies for absence had been received from Councillor Stallan.

C14.127 OTHER ABSENCES (0)

No other absences were recorded.

C14.128 MINUTES

The Minutes of the Parish Council meeting held on 1st December 2014 were **AGREED** as a true record. Cllr Grigg requested her abstention be recorded for the minutes of the Parish Hall at Thornwood Common Committee meeting held on 4th December 2014 as she was not present at the meeting and as such could not agree them. It was **AGREED** after discussion that the minutes of the Parish Hall at Thornwood Common Committee should be **NOTED**, and should not be down for approval at future Parish Council meeting, but for noting only.

C14.129 DECLARATIONS OF INTEREST

None.

C14.130 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

C14.131 CLERKS UPDATE AND COMMUNICATIONS REPORT

Members **NOTED** the following Communications and Correspondence:-

Date	Reported By or Action Initiated By	Regarding	Date Add Action Taken	Further Action Taken
December	Clerk	Weald Common	Ongoing	Pathway and Wet Pour - The Clerk stated that a revised quote had been obtained due to a decrease in the width of the proposed path, stating that Cllr Spearman had

				suggested that a path of 1m would be better due to vehicles being able to use a 1.5m path. Cllr Mulliner stated that the current path goes across land owned by North Weald Village Hall and that Nicky Dorras, Village Hall Chairman, has stated that according to the plans this path should actually be along the rear boundary of the village hall land. Cllr Mulliner suggested that the first course of action should be for discussions to take place with the Village Hall Chairman to ascertain exactly where the authorised access is. Cllr Collins agreed, stating it would be worth checking so that there is no confusion regarding bridle path and public footpath. AGREED
December	Clerk	Resignation of Member of Staff	Ongoing	Clerk to call Personnel Meeting in January '15 due to the resignation of a member of staff.
December	Clerk	Queens Hall Charity	Ongoing	Meeting Arranged with VAEF – Jacque Foile re Business Plan 19th Jan at Library. Cllr Bartram is excluded from this meeting as Chairman of the Charity.
December	Clerk & Office Staff	Notice boards for Possible Neighbourhood Plan	Ongoing	The placing of Notice boards inside PC owned Bus stops – It was noted that ECC has concerns regarding the underground cabling at top of Weald Bridge Road underneath the new tarmac, and as such replacing the notice board there presents a serious challenge with permission not being granted by ECC. Councillors supported the idea of placing notice boards inside parish council owned bus stops, and it was AGREED this should be placed on the Environmental Committee agenda for consideration.
December	Clerk	Resignation of Councillor	December	EFDC advised – PC advised to hold filling the vacancy until May '15 elections. Cllr Blanks queried this advice, to which the Clerk stated this was normal practice in the run up to an election.
December	Clerk & PC Staff	Parish Hall at Thornwood	January 15	It was noted that works to the new Car Park & upgrade of hall flooring started today.
December	Clerk	Removal of BT Phone	November/December	Ongoing – Clerk has chased still awaiting response. Clerk to chase EFDC.

		Box outside Shops		
December	Parish Council Staff	Various Env/ Highway Matters	Continuing	Ongoing – Continuing to chase. Some matters have been dealt with – More detailed list will be available at next meeting as ECC Highway Systems are currently unavailable. The PFO gave an update on her meeting with the two ECC Highway portfolio holders, stating that they were aware the current computer system had its flaws, and this was being addressed.
December	Principal Finance Admin Officer	14 Street Lights	December	Visual Maintenance Check – Report to be given at the meeting. Ongoing - Andy needs to formally check them. Cllr Spearman stated there is group of about 7 street lights that are out on the B1393 opposite where the small holding is going up. The Clerk stated these belong to ECC. In addition, number 56 in Thornwood (opposite Happy Grow) is also out. These will be reported.

- The Clerk reported the closure of Threshers Bush, junction with Green Lane for three days from 26th January 2015.
- The Clerk reported that she had been informed by EFDC of a complaint from a member of the public regarding bonfires at Hastingwood Allotments, and that this would be reported to the Allotment Sub-Committee at Wednesday's meeting.

C14.132 REPORTS AND MEMBERS REPORTS

- Chairman's Report** – The Chairman reported the Christmas tree in the Village had been received positively over the Christmas period with no vandalism taking place. He offered his thanks to Cllr Mulliner, Cllr McCormack and Cllr Buckley for assisting with the various Christmas events over the festive period.
- Vice-Chairman's Report** – The Vice Chairman reported that the green wedges in Hastingwood are becoming extremely muddy due to the number of horses.
- District Councillors Report** – Cllr Grigg reported on the official opening of the Muriel at Norway House which had been created by the residents of Norway House. EFDC has agreed a £35,000 budget to start from next year for the Town Partnership (which is normally restricted to the six larger towns in the District) however this year it has been widened to include the larger Parish Councils, of which North Weald Bassett would be one. EFDC will make contact with the relevant Councils in the New Year. Cllr Blanks asked for clarification as to what the £35,000 could be used for, to which Cllr Grigg gave the example of Epping completing a brochure for a festival they held, and Ongar using it for specific signage. The purpose of the project is to increase footfall in the area.

Cllr Grigg stated that EFDC are seeking an Operational Manager for North Weald Airfield. EFDC recently agreed to increase aviation usage to include fixed wing pilot training, and negotiations are taking place regarding this. It is hoped this could possibly bring in a further 11,000 movements per annum with an estimate income of £5,000 per year.

d) Councillors Reports - None

- e) **Highways** - Cllr Spearman expressed his concern regarding the dislodged drain cover outside the Parish Hall at Thornwood Common. The Clerk stated this issue has been specifically sent to ECC Cllr Bass to look into. Cllr Clegg reported on the illuminated street signage in Upland Road, stating that ECC had lost the records that this had been reported. He stated that he simply could not understand how this could continue for so long, and requested the Parish Office chase this issue with ECC. Cllr Collins reported on the large pothole in Kiln Road, to which the Clerk stated that a member of staff had visited this pothole to take measurements and had been informed by a member of the public that ECC had visited earlier that day. Cllr Buckley reported that there was a large gouge out of the zebra crossing in the High Road, which was recently filled when they resurfaced the road, however this has now returned. The Clerk confirmed this had been reported.
- f) **Environmental Issues** - A request was made for the Environmental Committee to consider purchasing some grass seed for the small green area at the back of the library where the new bollards have been installed. The Clerk confirmed she would speak with the Councils Grounds Maintenance contractor regarding this.

C14.133 FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

Members **APPROVED** the list of cheques, which were signed up to 31st December 2014 and noted the income received and the account balances.

b) Internal Audit

Councillors **NOTED** the internal audit report following the visit in December 2014, a copy of which was attached to the agenda.

Cllr Blanks enquired as to if the reduction in Parish Support Grant applied to all Parish Councils. The PFO stated that it depends on the changes to the Council Tax Base for each specific Council.

C14.134 NEIGHBOURHOOD PLAN

Following the meeting held on Friday 5th December 2014 with Epping Forest District Council Officers Amanda Thorne and Kenneth Bean, Members **AGREED** the minutes of that meeting and the written response to the District Council, both of which were attached to the agenda.

C14.135 REQUEST FOR SUPPORT FOR SIGNAGE - TO GO FORWARD TO LOCAL HIGHWAYS PANEL

Members noted that the Clerk had received a communication from Essex County Council asking Members of the Parish Council if they had any items that they would like to see go forward to the Local Highways Panel (LHP) for consideration. Members had been asked to peruse the documentation that was attached to the agenda, and to and bring forward any suggestions that they may have. Any scheme which is put forward will have to be individually assessed by Local Highways Officers and given a 'weighting' for the LHP. Cllr Buckley stated that he thought the Parish Council had agreed to look at more notification for advising drivers of the zebra crossings in the Village. The Clerk confirmed that both crossings were recently repainted. Cllr Eldridge put forward the issue of speeding and lack of appropriate footpaths in Hastingwood. The Clerk read out the proposal. It was **AGREED** to submit this as a project for consideration by the LHP.

C14.136 CONSULTATION - EFDC REIVEW OF THE COUNCIL'S HOUSING ALLOCATIONS SCHEME & TENANCY POLICY

It was **AGREED** to defer this item until the February Parish Council meeting.

C14.137 MEETING BETWEEN PARISH COUNCIL MEMBERS AND COMMITTEE OF HASTINGWOOD VILLAGE HALL

Members **NOTED** that this meeting had been rescheduled to be held on Saturday 17th January 2015. The Hastingwood Ward Councillors and the Clerk have been invited to attend. 10.30am at Hastingwood Village Hall.

C14.138 PARISH HALL AT THORNWOOD COMMON

It was **NOTED** that Cllr R Spearman had completed a training course for Legionella which would enable him to undertake the necessary testing for Legionella in the Parish Hall. Cllr Spearman stated that there is more Legionella present now than has ever been reported, and that it is often mistaken for Pneumonia. Men are three times more susceptible than women. Legionella can be found in allotments, dead legs, showers, spray taps, cleaning your windscreen, hosepipes, water butts, spa pools, etc etc. Water should be heated and stored at over 60 degrees. Cllr Spearman confirmed that he would check the pipes after the two week shut down period for the New Year, and that from this point forward he would be completing the monthly Legionella inspections at the Parish Hall.

Meeting closed 20.54

Signed

Date