



## North Weald Bassett Parish Council

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*Clerk to the Council.*

Susan De Luca

4<sup>th</sup> July 2025

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### NOTICE OF MEETING

A Meeting of the Parish Council which will be held on **MONDAY 14<sup>TH</sup> JULY 2025 at 7.30 pm** to transact the business shown in the Agenda below.

This meeting will be held in the **Thornwood Common Parish Hall, Weald Hall Lane, Thornwood.**

Susan De Luca

Clerk to the Council

*Members of the public and press are invited to attend this meeting*

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#### AGENDA

##### 1. APOLOGIES FOR ABSENCE

To **NOTE** any apologies which have been received.

##### 2. OTHER ABSENCES

To **NOTE** any absences for which no apology has been received.

##### 3. CONFIRMATION OF MINUTES

To **AGREE** the Minutes of the Parish Council meeting held on 2<sup>nd</sup> June 2025, and to **NOTE** the NOTES from the Remembrance Sunday Meeting held on 30<sup>th</sup> June 2025 as attached 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 for a period determined by the Chairperson of the Meeting. **Please NOTE if the Clerk has not been previously notified of the Question Council may have to note questions and respond to them after the Meeting.**

##### 6. REPORT OF THE CLERK

To **RECEIVE** a report or update from the Clerk on Parish Council matters that Staff have been working on.

- Various Planning & Enforcement Matters
  - Various Cemetery Matters, which include, Interments & Bookings
  - Neighbourhood Plan
  - Town Centre Partnership – Meetings and Various Matters with Community Champion and EFDC
  - External Audit – Verbal Report
  - Assistance to Queens Hall Charity
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- g) Bus Grant – The Clerk is continuing look through the documentation on this.
- h) Thornwood Village Hall, Various Matter – H & S Lone Working Policy
- i) Queens Green Canopy Sign Weald Common
- j) VJ Day
- k) Weald Common Maintenance Plan
- l) External Audit

## 7. REPORTS & MEMBERS REPORTS

**Councillors are reminded that, if possible, members reports should be submitted in written form for noting only, this enables the meeting to flow smoothly and allows adequate time for discussion of matters appertaining to the Parish.** Written reports, **if available**, will be reproduced at *Appendix 2*.

### a) Chairman's Report

### b) Vice Chairman's Report

### c) District & County Councillors Reports - District Councillors are invited to submit a written report if they are unable to attend the Parish Council Meeting

### d) Parish Councillors Reports

### e) Queens Hall Charity Report

### f) Highways - Various Road closures & Changes to Road Closures which were advertised

## 8. FINANCIAL REPORTS

### a) List of Cheques & Monthly Statement of Accounts up to 30<sup>th</sup> June 2025

### b) Investments – Latest available report(s) will be given

## 9. TREES

This matter has been placed on the agenda due to the very sad occurrence of part of a tree falling in a park maintained by a local authority. The Parish Council undertakes a visual Tree Inspection by a tree company on its trees annually as part of its Health and Safety routine. The next inspection was due at the end of 2025 however due to the very dry weather and the effects that climate change could have on trees we have instructed the tree company to bring this forward to August/September. The cost is £800 and this was agreed under Delegated Powers between the Clerk/Chairman and Vice Chairman. Members are asked to **RATIFY** this decision.

## 10. DONATION - £500 – THORNWOOD MARKET

The Clerk is pleased to advise Members of the very generous donation received from Mary Crosby who runs the Thornwood Market on a Saturday. The Chairman was invited to attend the Market to receive the donation, but due to a prior commitment was unable to attend, therefore the Clerk attended on his behalf and received this in his absence. The money will be spent on enhancing the Parish Hall at Thornwood. The Clerk will write to Mary Crosby and thank Thornwood Market for their kind donation, now that this has been reported to full council. A further donation from the Thornwood Market had been presented a month earlier to the Over 70's Youth Club, & Seniors who would be writing to thank the Market accordingly

## 11. COUNCILLORS SURGERY – CLLR TOM BROMWICH

Members are advised that this Surgery is now full.

## 12. MEETING WITH EPPING FOREST DISTRICT COUNCIL RE NORTH WEALD MARKET TRAFFIC

Five Members of the Council together with the Clerk met with Cllr Whitbread, Darren Goodey, Cllrs Balcombe, Les Burrows, Holly Whitbread, and Tom Bromwich and the Market Operator on the 20th June to

discuss this matter. All North Weald Bassett Councillors were able to submit questions prior to the meeting, whether they could attend in person or not. Cllr Whitbread took all the questions from Members and copies of the responses, are attached at **Appendix 3**. In addition to these responses on Appendix 3 Cllr Bromwich added to his comments that he felt that as an Independent Councillor, it was felt that he was often left out of the loop. Cllr Whitbread agreed that they would advise Cllr Bromwich of any responses relative to this matter. Cllr Alan Buckley asked that they again consider additional ‘Marshals on the ground’ to direct traffic. Cllr Whitbread also advised all those present that he would arrange for a meeting towards the end of the year for an update.

### **13. MEETING WITH EPPING FOREST DISTRICT COUNCIL**

At the last meeting, Members noted that on Friday 16<sup>th</sup> May, the Clerk and RFO met with officers and cabinet members of EFDC with regard to current and future housing and economic growth in the District. The meeting included discussion on the Local Plan, Green Belt, highway issues, changes to the NPPF and the introduction of Grey Belt. Further discussion took place regarding both devolution and local government reform. Members will recall that Cllr Mrs Jackman stated that she felt Councillors should have also been invited to attend, not just officers, as they too would be interested in what the District Council had to say. The Clerk explained to Members that both herself and the PFO had met with EFDC on their own as the Chairman, who had also been invited, but had a prior engagement. The Chairman subsequently met with Cllr Chris Whitbread on 13<sup>th</sup> June. He will now provide Members with a brief resume.

### **14. RURAL PROSPERITY FUND**

The Clerk is pleased to now be able to formally report that the Parish Council has been awarded £50,000 grant funding towards a new roof for Thornwood Parish Hall. We have had to resubmit an application for a further £20,000 to the National Lottery as we were advised that we did not receive enough written support from hall users. So, we have undertaken a Survey Monkey and also a written Survey asking Hall users to submit forms showing they would support the hall having a new roof. There would still be a shortfall of funds which the PC will have to pay, however the Clerk will give a verbal report on this at the meeting.

### **15. GARDEN BY THE PARADE OF SHOP**

The Chairman is delighted to be able to report to Members that the Garden by the Parade of shops is now being maintained by a new gardening company. The Chairman has met with the company and is very pleased with the work undertaken so far. The Chairman will give members regular updates throughout the council year.

### **16. SENSORY GARDEN PLANTERS**

Cllr Tyler and the Senior Administrative Officer Jo Tyler have replanted the Planters in the Sensory Garden. They had become somewhat overgrown and looking a little ‘unloved’. They are now thriving and are being watered regularly by TGM when they carry out their regular play area checks and litter bin emptying at Weald Common Play Area.

### **17. BROADBAND – HASTINGWOOD**

At the last Meeting the Clerk and Hastingwood Councillors reported that they had been contacted by Gigaclear in relation to Broadband provision.

Regarding secured funding via the Broadband Voucher Scheme to bring ultrafast broadband to 269 homes in Hastingwood. Gigaclear would like to offer a meeting with the Parish Councillors from Hastingwood to discuss the project in more detail providing an opportunity to cover the following key points:

- How We Build: Including an overview of our construction approach, such as highway works and other necessary activities.

- Equipment Location: Information on the placement of essential network infrastructure.
- Timelines and Project Updates: An outline of the expected project schedule
- Communication Channels: Establishing clear lines of communication with parish stakeholders throughout the build.

At the current time a further contact regarding a meeting was still awaited.

## 18. VEHICLE ACTIVATED SIGNS

- a) VAS at Skipps Corner - During a community speedwatch session, Cllr Clegg noticed that the VAS sign located at Skipps corner is permanently illuminated. Both Cllr Clegg and the Clerk have visited site, and can see that the sign was installed by Wescotec. The Clerk has contacted Essex County Council to establish ownership of the sign, and who has responsibility for maintenance. It is hoped an update will be available in time for the July meeting.
- b) VAS Upland Road – It was agreed the budget / precept meeting for 25/26 that this Council would look into applying via the LHP for permission to install two VAS for Upland Road and Weald Bridge Road, the cost of which was expected to be around £8,000 and would be funded by the Parish Council, with funds coming from the HMRC EMR. The detailed requirements for VAS have been sent to Cllr Clegg, who in turn is also investigating the latest rules and regulations regarding their installation. Councillors are asked to **NOTE** this progress.

## 19. UKPN WORKS ON THORNWOOD COMMON

As advised previously (and as agreed by full Council in February 2025), as part of the electrical connection works for the Tudor House development works are required to parts of Thornwood Common to complete this connection. The Clerk and PFO have been liaising with both the developer, the statutory undertaker, and the Councils Solicitors with regard to the formal Wayleave and the actual works themselves. This has included an onsite meeting which took place on 26<sup>th</sup> June 2025. To ensure the safety of any users of Thornwood Common during the works, areas where the works will take place will be securely cordoned off by the contractor. The footpath will remain open at all times, with the exception of when the contractor needs access to Weald Hall Lane, during which times the footpath will be temporary closed. Works are expected to take place within the next 2-4 months, and the contractor will provide the Parish Council with a minimum of 14 days' notice to allow the members of the public to be advised and the relevant notices to be erected. The Clerk will provide a further update at the meeting.

## 20. NEW DOG BIN – ELM GARDENS, NORTH WEALD

Members are asked to **NOTE**, that the new dog bin agreed in the Budget and Precept has been ordered and is currently on an awaited 'back delivery'. As soon as it is received it will be installed by the Council's contractor.

## 21. BATTLE OF BRITAIN SERVICE – SEPTEMBER

Following on from the Meeting of the Remembrance Day Meeting where the matter regarding the Battle of Britain Commemorative Event was discussed. The following was agreed at that meeting:

- Battle of Britain Service to be held at the Cross of Sacrifice – situated on land owned by the Commonwealth Graves Commission – within North Weald St Andrews Churchyard
- Event to Commence – 11.00am
- Short Event at the Cross of Sacrifice Expected to Last No More than 30 Minutes
- Not To Be Advertised to the General Public
- St Andrews PCC To be contacted regarding the possibility of 2 Bees Nests in situ in Churchyard
- All Invitees to be advised that Parking is in Parish Council Cemetery
- All Invitees to be Advised there are No Toilet Facilities on Site

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## 22. MEDIA SERVICES – PHOTOS ON REMEMBRANCE SUNDAY

At the Meeting regarding the Remembrance Sunday Event, Members present were concerned at the lack of attendance at the Remembrance Sunday Events by our Media Representative. Members present at that meeting asked for this to be placed on the Parish Council Agenda as a specific item to be discussed.

## 23. FLAG

The Armed Forces Flag was raised on Saturday 28 June, to commemorate Armed Forces Day.

## 24. 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. However an item may be placed in the Confidential part of the meeting so long as it is accordance with the Statutory Guidance,

There are currently <b>NO</b> confidential items to be considered
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