



North Weald Bassett Parish Council

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Clerk to the Council
Susan De Luca

29th January 2020

To All Councillors

You are hereby summoned to attend a meeting of the **Parish Council** which will be held on **Monday 3rd February 2020**, in **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 Parish Council Meeting held on the 13th January 2020.

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 and statements from members of the public.


In accordance with the rules set out in the Council's Standing Order no 3 Paragraphs (e) – (k), the time allocated for public questions and/or statements shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting. Each Member of the public will be allowed to speak for a maximum of 3 minutes in total.

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. *As attached at 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 tabled at the meeting.

MEMBERS REPORTS

- a) Chairman's Report
- b) Vice Chairman's Report
- c) District Councillors Reports, District Councillors are Invited to Submit a Written Report if they are Unable to Attend the Parish Council Meeting
- d) County Councillor Reports – If Available
- e) Parish Councillors Reports
- f) Local Plan
- g) Neighbourhood Plan –
- h) Queens Hall Charity – Cllr Ms D Wood to give a verbal Report if available.

8. FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of payment which were made up to the 31st January (these will be emailed to Councillors) and **NOTE** the account balances at the end of the month.

b) GENERAL DATA PROTECTION REGULATIONS (GDPR) - STANDING ITEM

The status on the filing is as per the last Parish Council Meeting. One visit has been made to the container and we are approximately half way through the Plastic Boxes. Progress will continue with the GDPR filing in February.

9. ALLOTMENT ISSUE


Following on from the last meeting where the Clerk reported on an issue regarding problems associated with the District Council, their Contractor and Affinity Water. A meeting was held on 24th January, attended by Councillor Blanks together with the Parish Council's Maintenance Contractor, EFDC and STORM (EFDC's Housebuilding Contractors). The payment for £4000 was received at this meeting. Cllr Blanks will give Members a verbal report from the meeting.

10. SOCIAL MEDIA

The Parish Council has set up a Group Social Media Page. Councillor Irvine is expected to give a further update at the meeting.

11. VE DAY

Members are advised that the Parish Council is looking to undertake a Parish Map Project for VE Day listing local historic areas and their wartime connections in the Parish which will also include some of the Norwegian connections. We will look to see if we can secure some funding for this via EFDC grant funding. We are also looking to undertake Tree Planting to commemorate VE Day. The Clerk has also contacted EFDC to see what celebrations are planned, if any, on North Weald Airfield. The Clerk will give a further Report at the meeting.

12. CCTV AT THORNWOOD VILLAGE HALL  Members are advised that there are continuing problems with vehicles (lorries) mounting the pavement at the entrance to the Parish Hall (this land belongs to the Hall). It is becoming a Health and Safety hazard and also costly to repair as lorries are often mounting the pavement. There is also a continuing problem with vehicles parking illegally within the Hall car park. Repairs to the drain, which is located within the pavement area and is very deep, is constantly ongoing. The installation of CCTV would not only cover this, it would have an overall coverage of the Car Park and part of the Play Area. Cllr Alan Buckley and Cllr Spearman have met with Baron Security and Members will be given a Verbal Report at the meeting. There is money available from S106 funding if Members feel that they would wish to go ahead with this project. Members are therefore asked to **CONSIDER** how they wish to move forward with this project.

13. PARISH COUNCIL CITIZEN OF THE YEAR AWARDS

Members are reminded that **NOMINATIONS** are necessary as soon as possible for the Annual Citizen of the Year Awards. Details of the Awards will be advertised as usual. A small sub Committee (one Councillor from each Ward is usually set up to discuss and pick the award winners, approximately a week before the awards ceremony, therefore Members are asked to:

- Advise of any nominations that they may have
- Advise if they wish to be part of the Sub Committee.

Copies of the Application Form are included within the pack for Members.

14. HIGHWAY MATTERS

Following recent Meetings with ECC local Highways Officer Sarah Alcock. A number of items and roads regarding highway matters were discussed. The Clerk has chased these matters on two occasions, however a response is yet to be received. A further chaser will be sent prior to this meeting and it is hoped that a response will have been received in time to report to Members.

15. PLAY EQUIPMENT

The two new pieces of play equipment have been installed in the Play Areas at Thornwood and School Green Lane. Overall the comments from Members of the public have been positive. The Clerk has contacted the donors of the grant funders to advise of the installation.

16. DEBT OF HONOUR

A visit to check the Health and Safety of the Debt of Honour, was made shortly after the Remembrance Service event. Confirmation regarding the necessary works are still awaited from EFDC. A further update will be given at the meeting if this has been received.

17. DIARY DATES

A list of Meeting Dates is included in Members Packs for Members information and will also be placed on the Website and Noticeboards.

18. EXCLUSION OF THE PUBLIC AND THE PRESS

In the event that the Agenda contains Exempt (**CONFIDENTIAL**) pages, or if 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 NO confidential items to be considered however an item may be placed in the Confidential part of the meeting as long as it is in accordance with the statutory guidance .

THERE ARE CURRENTLY NO CONFIDENTIAL ITEMS TO BE CONSIDERED
