



North Weald Bassett Parish Council

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Clerk to the Council
Susan De Luca

8th January 2020

To All Councillors

You are hereby summoned to attend a meeting of the **Parish Council** which will be held on **Monday 13th January 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. CO-OPTION OF COUNCILLOR 🖐

☞ Notice of the Vacancy had been previously advertised on the relevant Boards and Members are advised that there has now been an application for the Thornwood Common Ward. Therefore a short CV is attached at **Appendix 1** for Members perusal, and the resident will be in attendance this evening. Members are therefore asked to **CONSIDER** this application.

4. CONFIRMATION OF MINUTES 🖐

☞ To **APPROVE**, as a correct record:

The Minutes of the Meeting of the Parish Council held on 2nd December 2019

& the Minutes of the Finance and General Purposes Committee held on 16th December 2019

To **NOTE** the minutes of the Parish Hall at Thornwood Meeting held on 5th December 2019

All as attached at **Appendix 2**.

5. 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

6. 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.

7. 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 .3*

NOTE: Any Member wishing to have a communication brought to the attention of the Council should give prior notification to the Clerk.

8. 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 (Highways Report Previously Circulated by email from Cllr Whitbread)

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.

9. FINANCIAL REPORTS


a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of payment which were made up to the 31st December (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

Progress continues with the GDPR filing. Christmas and New Year obviously has had to be taken into consideration over the last month.

c) INTERNAL AUDIT 

 Members are advised that the Internal Auditor recently carried out the Parish Councils interim audit. Copies of this are attached at **Appendix 3**. Members are asked to **APPROVE** their acceptance of this Interim Report.

10. 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. The Clerk received a telephone call on the 20th December from a District Council Housing Officer where it was suggested by that officer that the Parish Council would be receiving the sum of £4000, towards the

Invoice that the Parish Council had received. Councillor Blanks also spoke to the Officer during the same telephone conversation, Councillor Blanks also suggested that a full apology should be given by EFDC/STORM. They were also asked to confirm that they had actually used the water that belonged to the Parish Council and give an assurance that they will not do this in the future, also that they have mended the pipes to the water tanks competently. However, it should be noted we have not yet had written confirmation of anything at the moment.

11. SOCIAL MEDIA

Councillor Irvine is expected to give a further update on the Parish Councils Social Media Page.

12. HOLOCAUST MEMORIAL DAY

To **CONSIDER** whether or not the Parish Council wishes to mark Holocaust Memorial Day. The date of this is Monday 27th January. This request has been put forward by Cllr Nigel Bedford.

13. 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 .

Agenda Item No

Subject

Exempt Item

THERE ARE CURRENTLY NO CONFIDENTIAL ITEMS TO BE CONSIDERED
