



North Weald Bassett Parish Council

Parish Hall at Thornwood Common, Weald Hall Lane,
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Clerk to the Council.

Susan De Luca

19th January 2022

TO: ALL COUNCILLORS

PLEASE NOTE TIME AND DATE OF MEETING

Members are advised that due to the Omicron Variant of Covid 19, this January Agenda has been greatly reduced and the meeting has been scheduled to take place later in the month than usual

NOTICE OF MEETING

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 24th January 2022** 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, with any necessary social distancing measures in place as deemed by the Government at the time of calling this meeting. Public attendance may be limited based on the numbers of people who may wish to attend and to ensure compliance with COVID secure measures. Councillors and Residents may be asked to wear face coverings when attending the meeting, however they may be removed whilst seated.

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 of following:

- the Minutes of the Meeting of the Parish Council held on Tuesday 9th November 2021
- Minutes of the Finance and General Purposes Meeting held on Monday 6th December 2021

To **NOTE** the Minutes of the

- Environmental Meeting held on Tuesday 30th November 2021

All of which are 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.

Meeting: PARISH COUNCIL

Date 24th January 2021

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

To **RECEIVE** questions from members of the public for a period determined by the Chairman of the Meeting. **Please NOTE the Clerk may have to note questions and respond to them after the Meeting.**

6. REPORT OF THE CLERK

Members are asked to **NOTE** that all staff have been working on the items within this Agenda. If any Councillor wishes further information on any item please do not hesitate to contact the Clerk or a Member of the Parish Council Staff for further updates. **NOTE:** Any Member wishing to have a communication brought to the attention of the Council should try to give prior notification to the Clerk.

- a) *The Clerk has attended a Licensing Board the result of which are that the Application has been Granted for Arun Barbers, 38 High Road, North Weald for On Sales only, during the times of 12 noon to 4.30pm 7 days a week, subject to certain licensing conditions (yet to be received).*
- b) *The Chairman and Clerk met with Cllrs Chris and Hollie Whitbread on Friday 14th January 2022 at the Parish Hall in Thornwood. Confirmation of the items discussed will be circulated with the February Agenda.*

Staff are also looking at arranging the following events during 2022:

- *Annual Allotment Meeting*
- *Citizen of the Year Awards*
- *Queens Platinum Jubilee*
- *Tree Planting*
- *Rededication of Norwegian Memorial & Parish War Memorial*
- *Hastingwood Village Hall also has its 100 year Centenary*

All the above Events will be covered in more detail at the February Parish Council Meeting.

7. REPORTS & MEMBERS REPORTS

MEMBERS ARE REMINDED THAT THEY ARE ASKED TO SUBMIT A WRITTEN REPORT TO THE CLERK WHICH CAN BE DISTRIBUTED TO OTHER COUNCILLORS. THIS WILL ENABLE THE MEETING TO RUN EFFICIENTLY AND EFFECTIVELY. COUNCILLORS WILL THEN BE ABLE TO BRING UP ANY POINTS THAT THEY FEEL ARE RELEVANT TO THE PARISH COUNCIL AND ASK QUESTIONS OF THE COUNCILLOR WHO HAS SUBMITTED THE REPORT.

To **RECEIVE** 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 reproduced at **Appendix 2** if they have been submitted by Members for inclusion, as follows:

- a) Chairman's Report – verbal report
- b) Vice Chairman's Report – written report attached for Members – Attached
- 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 - verbal reports will be received if no written report has been submitted – Cllr Blanks Report Attached
- e) Queens Hall Charity Report – verbal report
- f) Neighbourhood Plan Report – verbal report

- g) EFDC Local Plan Report – verbal report
- h) Highways Report

8. FINANCIAL REPORTS

- a) **List of Cheques & Monthly Statement of Accounts – Up to 31st December 2021**
- b) **Conclusion of Internal Audit – Documentation will be circulated with the February Meeting**

9. BUDGET / PRECEPT 2022/2023

On 6th December 2021, the Finance and General Purposes Committee met to consider the Budget and Precept for 2022/2023. It was **AGREED** during the meeting to put a recommendation forward for ratification at the January 2022 Parish Council meeting that the Parish Council precept for 2022/2023 should be set at £229,766, resulting in the Parish Council element of the Council Tax being £88.49/year for a Band D Property - an annual increase of just over 21p per month per band D property. Councillors are now asked to **CONSIDER** this **RECOMMENDATION** and **RATIFY** that the Precept for 2022/2023 be set at £229,766.

10. SCHEME OF DELEGATION

Due to the **POSSIBILITY** of variants of Covid 19 continuing to be within the population for the foreseeable future, Members are asked to **CONTINUE** with the Scheme of Delegation which gives the Clerk Delegated Power to Act in conjunction with the Chairman for a further six months.

11. CONFIRMATION OF COMMENTS–NORTH WEALD AIRFIELD STRATEGIC MASTERPLAN

As discussed at the Planning Committee Meeting on the 17th January 2022, and as per the document circulated by the Principal Financial Officer, Members are asked to **CONFIRM** that they are happy that this document is sent to Soundings to represent the views of this Parish Council. This document will be circulated electronically prior to this meeting.

12. 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 NO confidential items to be considered