



North Weald Bassett Parish Council

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Clerk to the Council.
Susan De Luca

25th June 2024

TO: ALL COUNCILLORS

NOTICE OF MEETING

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 1st July 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

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 10th June 2024 as attached on **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 clerk on Parish Council matters that staff have been working on.

- a) Parish Hall Matters
- b) Cemetery Matters
- c) Complaints Re St Andrew Church Grounds
- d) External Audit
- e) Hastingwood AGM
- f) Developers Working Group
- g) External Audit

7. REPORTS & MEMBERS REPORTS

Councillors are reminded that if at all 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

8. FINANCIAL REPORTS

a) **List of Cheques & Monthly Statement of Accounts** – Up to 30th June 2024

b) **Investments**

9. NORTH WEALD WOODLAND – BUG HOUSE

Members will recall at the last meeting there was lengthy discussion regarding the possible installation of a Bug House as a feature on the newly planted Woodland on Weald Common. The Chairman reminded Councillors that he was looking at improving the central focus point this area where the Copper Beech tree was located, and that a number of ideas had been received to make the area more pleasant. The idea was to have low maintenance items, and bug houses had been suggested to him, with the idea that these could be located by the children's area and the St Andrews Eco-Warriors could be tasked with naming the area. At the last meeting there had been some concern that if a bug house consisted of piled up old pieces of wood, this could in turn cause an issue with the Adders that were on the Common, providing a dark space for them to hide in, and bask in sun. Members had been asked to put forward suggestions and ideas to the Clerk or to bring them forward to this meeting for discussion.

10. MEETING WITH GOOGLE

Members are advised that a meeting was held at the Parish Hall where invited representatives from EFDC, Qualis, and the Chairman and Staff Members of the Parish Council were in attendance. A specific meeting for Members of the Parish Council is being organised by Google Representatives, and the Clerk has sent a reminder that this has been promised. It is expected that details of this meeting will be available for Members at the Parish Council Meeting.

11. DEVELOPER WORKING GROUP

On 24th June the first meeting of the Developer Working Group took place. A copy of the notes from this meeting are attached at *Appendix 3*. Included within the notes was a recommendation made by the Working Group for Council consideration regarding the upcoming Google consultation as follows:

Recommendation: Parish Council to conduct a survey using SurveyMonkey to both raise awareness about the upcoming consultation on the possible Google data centre on North Weald Airfield and establish residents views and concerns, to help inform the Parish Councils overall response to any consultation.

12. MEETING BETWEEN EFDC, MARKET OPERATOR AND CHAIRMAN OF PARISH COUNCIL

Members have previously been advised of this meeting which took place on Saturday 18th May between the above named parties to discuss the traffic problems associated with the market. It is hoped that the formal report from EFDC will be available in time for this meeting.

13. REMEMBRANCE SUNDAY COMMEMORATIVE EVENTS 2024

Members are advised that a meeting to discuss the above is to take place on 1st July at 10am (Agenda has been circulated). A verbal report will be given at the parish council meeting. However Members are asked to note that we have been advised by EFDC that it is expected that there could be representation from a number of members from 56 Squadron this year.

14. USE OF THE ALLOTMENT CAR PARK AT HASTINGWOOD BY HASTINGWOOD VILLAGE HALL FOR AN EVENT

The Hastingwood Village Hall Committee have asked if it would be possible to use the car park at the Hastingwood Allotment Site as overspill parking when they have their Hog Roast Event on Saturday 3rd August between 10 and 4pm. They would open and shut the gate.

15. CHANGES TO PLANNING AT EFDC

On 28th May 2024, EFDC Cabinet considered a report from the Planning Advisory Service regarding possible changes to how Planning will operate at EFDC and thus the rest of the district. This report was commissioned following EFDC identifying it was potentially under threat of designation under section 62B of the Town and Country Planning Act 1990 due to the quality of Major applications decision-making. The maximum percentage that the Government considers acceptable when it comes to Major planning decisions overturned at appeal is 10%. EFDC narrowly avoided the threat of designation with 9.8%, and as such this review will be used as part of EFDCs action plan to identify what improvements the council can put in place so that it avoids the threat of designation over the quality of decision-making in the future. It was agreed at the Cabinet meeting on 28th May to accept the recommendations (in that changes are needed) with a Council Member workshop to discuss the possible changes taking place on 19th June, after which it goes to the Constitution Working Group to finalise the details, with a full report and recommendations going to EFDC Full Council meeting on 8th August. The relevant links should Councillors wish to read further are below:

- Webcast of Cabinet meeting - [Cabinet - Tuesday 28 May 2024, 7:00pm - Start video at 0:02:51 - Epping Forest District Council webcasts \(public-i.tv\)](#)
- Planning Advisory Services report - [280524 Cabinet report Appendix 1.pdf \(eppingforestdc.gov.uk\)](#)

Councillors are asked to **NOTE** these possible changes.

16. FINANCIAL RISK ASSESSMENT

Each year the Parish Council should assess the risks it faces from a financial perspective and consider if any actions are needed. Attached to the agenda at **Appendix 4** is a copy of an updated Financial Risk Assessment completed in June, which includes the following recommendations:

- Recommend all staff provide the Clerk with an up to date list of their passwords for all relevant computer programmes.
- Recommend New NALC Financial Regulations model to be reviewed in 2024.
- Recommend add another signatory on to the accounts (there are currently 3)
- Recommend consideration given to creating 'idiots guide' where time permits.

Councillors are asked to **REVIEW** this Financial Risk Assessment, consider the proposed recommendations as well and proposing any additional recommendations where necessary.

17. CCTV

A council must have a clear legal basis for the use of CCTV, and must take into account the nature of the problem they are seeking to address, whether a surveillance system is a justified and an effective solution, whether a better solutions exist, what effect its use may have on individuals, and whether in the light of this its use is a proportionate response to the problem. The fact that having CCTV is possible, affordable or has public support should not be the justification for processing personal data. Because this council already has CCTV in place, it must regularly evaluate whether it is necessary and proportionate to continue using it. The Council is required to conduct a review of the system's effectiveness to ensure that it is still doing what it was intended to do. If it does not achieve its purpose, it should be stopped or modified. For example:

- Is it addressing the needs and delivering the benefits that justified its use?
- Is information available to help deal with queries about the operation of the system and how individuals may make access requests?

The Parish Council is now asked to **CONSIDER** if the continued use of the CCTV currently in use at Thornwood Common Parish Hall, Weald Common, and outside the shops in North Weald, is justified.

18. 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 **NO** confidential items to be considered