



## **North Weald Bassett Parish Council**

Parish Hall at Thornwood Common, Weald Hall Lane,  
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*Clerk to the Council.*  
Susan De Luca

6<sup>th</sup> March 2024

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**TO: ALL COUNCILLORS**

### **NOTICE OF MEETING**

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 11<sup>th</sup> March 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*

***PRIOR TO THE MEETING AT 7.15PM CHRIS DAVEY FROM RIDE LONDON MARATHON EVENTS WILL BE IN ATTENDANCE TO CHAT TO MEMBERS AND ANSWER ANY QUESTIONS ABOUT THE RIDE LONDON EVENT WHICH WILL BE GIONG THROUGH THE PARISH ON SUNDAY 26<sup>TH</sup> MAY THIS IS EXPECTED TO LAST 15 MINUTES***

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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 4<sup>th</sup> February 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.

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- a) Reminder that the Parish Council has the use of an Office at Queens Hall – Now open to the public Wednesday mornings 10am – 12 Noon.
  - b) Meeting between Countryside Vistry – Developers: Meeting between Sworders – Agents on behalf of Landowners.
  - c) Position Statement – 3000 copies were distributed throughout the Parish and was also placed in Village Life, and sent to Everything Epping for a Media Release together with being placed on our Website and on our Noticeboards.
  - d) Sale of North Weald Methodist Church – this is a separate item on the Agenda.
  - e) Vandalised Notice Board at the Talbot.
  - f) Insurance Claim for damaged street light (RTA) Queens Road, NW.
  - g) Various Cemetery Matters.
  - h) Staff have attended a War Memorials Course and an Open Spaces and Village Greens Course
  - i) Update on Sensory Garden – Installation of flower boxes and seats should take place week commencing 18<sup>th</sup> March – this has been delayed due to bad weather.
  - j) District and County Councillors Surgery – this has now been postponed until June.
  - k) Youth Club – An offer letter has been sent, a response is awaited.

## 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** – Members of the Charity have met with Countryside Vistry a verbal report will be given

f) **Neighbourhood Plan** – Separate Agenda Item Refers

g) **Highways** - It is understood that there is a new scheme to report large more contentious potholes to County – the Clerk is trying to find out further details of the best way to report these.

## 8. FINANCIAL REPORTS

a) **List of Cheques & Monthly Statement of Accounts – Up to 29<sup>th</sup> February 2024**

b) **Investments**

c) **Internal Audit**

## 9. PATHWAY ACROSS VILLAGE HALL LAND

The Chairman, Vice Chairman and Clerk recently met with seven Members of North Weald Village Hall Committee to discuss the reinstatement of a pathway across the Village Hall Land to Weald Common. Lengthy discussions ensued and a copy of their letter to the Parish Council is attached to the Agenda. As Members will be aware there has historically been a path across this area, both man-made and by people walking it for many, many years. The man-made path was made of plastic material. Members are now asked if they will agree to the proposal in the letter and if so the Clerk will start to work on the various matters to get the negotiations underway. A copy of the letter is attached at *Appendix 3*.

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## 10. D DAY COMMEMORATIONS – 6<sup>TH</sup> JUNE 2024

Members are now advised that the D- Day Commemoration – Lamp of Peace - for use on Thursday 6<sup>th</sup> June has arrived and is safely stored in the office ready for the event at the Debt of Honour. Members are reminded that this event will take place at 9.30pm and the Lamp must stay alight for One Hour. Members are now asked to **CONSIDER** if they would like to have a small hospitality event at the same time. Added to this, a D Day 80 Flag can now be purchased from the Official D day Commemorative site. This would be at a cost of approximately £30, and could be hoisted on one of the flag poles at the Debt of Honour.

## 11. INVITE TO ATTEND THE SQUADRON D DAY COMMEMORATIONS – NORTH WEALD AIRFIELD – 31<sup>ST</sup> MAY, 1<sup>ST</sup> JUNE & 2<sup>ND</sup> JUNE

The Parish Council has been invited to take part in a commemorative event hosted by The Squadron on North Weald Airfield over these three days. Limited details are available at the current time, however it is understood that it will be based on historic/military/airfield memorabilia/exhibits. The parish council has historic records/photos etc that it could exhibit. Whilst staff can make themselves available during this time, it would mean that Councillors would need to provide their services on ‘Rota Basis’ to ensure that the stand is fully manned. Members are therefore asked if they wish to undertake attending this event.

## 12. NEIGHBOURHOOD PLAN

At the 31<sup>st</sup> January meeting of the Neighbourhood Plan Committee, it was agreed to place the following recommendation to full council:

- That the Parish Council does not continue with the creation of a Neighbourhood Plan
- Instead, the draft Neighbourhood Plan document should be used as a basis for creating an alternative document which sets out the priorities of the residents and the Council, based on the feedback from the 2018 survey, along with any current matters causing concern.
- This document would still be used as a tool to engage with developers, and as a way of focussing the priorities of the Council.
- The new document should be kept under review possibly by a newly formed committee (the name and remit of which is to be agreed by Council), or by way of a change to the name and terms of reference of the Neighbourhood plan Committee. This should continue to include all members of the Council.
- That the PFO and Clerk should create
- a draft copy of this new document for review, and that it should include focus areas for each of the three villages in the Parish.

Councillors are asked to **CONSIDER** this recommendation.

## 13. PARISH COUNCIL ANNUAL REPORT

Members are advised that the Annual Report is well underway and it is expected that this will be finalised and ready for distribution from about 18<sup>th</sup> April. However prior to distribution it will need to be folded. There are approximately 3000 copies and these will be in an A4 format, however we expect to condense them to down to either 4 or 6 double sided A4 sheets, which will need to be folded in to an A5 Size so that it can be posted through the doors by the Distributor. For Members information the 3000 Position Statements were also folded prior to their distribution at a cost of £95.

## 14. COFFEE WITH COPS

Members are advised that a Coffee with Cops was held on Wednesday 7<sup>th</sup> February between 10am and 12 Noon. 10 Posters were put on Noticeboards, and it was advertised on the Parish Council Website and published on Social Media. Only one Councillor attended and one member of the public attended. Therefore it is felt that it would be best for the Police to try to ‘tag’ on to other group sessions. Introduction to Thornwood Seniors has already been made and the Police will attend their September Meeting.

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## 15. NORTH WEALD METHODIST CHURCH

Members will be aware that the Parish Council has been actively attempting to purchasing the Methodist Church. The Council made an Offer of £460,000 , and also compiled a survey as part of its application process for a PWLB Loan. Unfortunately the Parish Councils offer was not accepted by the Methodist Church Administration. Copies of the Survey that were completed have been held on file, as this may be of use if any planning application comes forward for alternative uses, for the building, as it is a designated F1 Community use.

## 16. ROYAL BRITISH LEGION – NORTH WEALD BRANCH

Members are advised that three Councillors: Kinnear, Tyler & Bedford attended the recent RBL Quiz Night, and a verbal report will be given on the funds raised.

## 17. PARISH COUNCIL CIVIC AWARDS

Members are advised of the nominations for the Parish Council Civic Awards which will be presented at the Annual Parish Meeting which is to be held on Monday 22<sup>nd</sup> April. Members are reminded if they do have any nominations to advise the Clerk in the next fourteen days. The closing date for nominations is **Monday 25<sup>th</sup> MARCH.**

## 18. ANNUAL ALLOTMENT MEETING

Members are advised that the Annual Meeting of Allotment Holders will be held on Sunday 24<sup>th</sup> March at 9.30am for a 10am start. This will be held at the Parish Hall in Thornwood Common, and all Councillors are welcome.

## 19. EPPING FOREST DISTRICT COUNCIL WASTE OPERATIONS HUB ON NORTH WEALD AIRFIELD

Members will be aware that Epping Forest District Council had submitted a planning application to site its waste operations hub on land vacated by the HMRC Inland Border Facility on North Weald Airfield. The Clerk attended a meeting of the District Development Committee on 13<sup>th</sup> February and voiced the original concerns of this council. However the application was passed as per the following:

The site comprises of a parcel of land to the northeastern section within the North Weald Airfield, and the North Weald Airfield Strategic Masterplan Area as identified under Policy P6 of the adopted Local Plan. It was formally used by HMRC as the North Weald Inland Border Facility which ceased operations from the 11th September 2022. The site is to be accessed from Merlin Way with egress out to Rayley Lane. The proposal was for the construction of an Operations Hub comprising commercial vehicle fleet parking (including offices, storage, and vehicle maintenance hangers) and associated infrastructure including fuel island, vehicular access, internal roads and paths, parking, cycle/bin store, security fencing/gates/barriers, lighting, and landscaping.

The Operations Hub will provide the following key elements of built development;

- A single storey office block with space to provide:
  - Office space for approximately 30 people along with meeting rooms and other ancillary facilities (including a training room)
  - A storeroom for office and clothing supplies as well as a medical room
  - A canteen
  - Lockers and changing facilities.
- A maintenance building / hangar (Transport Hangar) to allow day to day routine maintenance of the vehicle fleet.
- A contract & storage hangar for storage of key items of equipment for use in delivery of the service inclusive of:

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- a supply of new/replacement wheeled bins for use in the district
  - personal protective equipment (PPE)
  - recycling sacks
  - brooms & shovels
  - consumables
  - Fuel Island incorporating diesel tank(s), fuelling pump(s) and AdBlue tank with dedicated dispensing point.
  - Parking provision for:
    - up to 36 Refuse collection vehicles and 32. other vehicles (e.g., Street Sweepers and Caged Tippers) used to deliver the service.
    - 90 vehicles spaces for office staff and operatives – with the scope for a further 29 spaces if required (this will be subject to a separate planning application).
  - Proposed Access to and Egress from the Operations Hub Facility for commercial vehicles (05.00 – 18.00 Monday to Saturday).

As well as the original concerns which the Clerk reiterated at the meeting in her speech, the Clerk raised additional concerns over Highway Signage, Parking by the Cemetery and the Church, rubbish emanating from the Site, no food/ refuse to be left in vehicles overnight and the fact that residents in Wilhelm Mohr Court had not been consulted.

## 20. TOUR OF NORTH WEALD AIRFIELD

Members are advised that Darren Goodey has advised that he will be available to provide a tour of the Airfield for those Members who would like to have this and familiarise themselves with the new layout of the airfield. The dates that he currently has available are: March 26th, 29th or April 5th. Times to be confirmed.

## 21. 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