



North Weald Bassett Parish Council

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Clerk to the Council.
Susan De Luca

27th September 2022

TO: ALL COUNCILLORS

PLEASE NOTE TIME AND DATE OF MEETING

NOTICE OF MEETING

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 3rd October 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 measures put in place by the Government at the time.

Susan De Luca
Clerk to the Council

Members of the public and press are invited to attend this meeting

AGENDA

At the start of the Meeting the Chairman will ask Members to take Part in a Moment of Reflection, to reflect on the life and times of the 70year reign of Her Majesty Queen Elizabeth II.

In line with most local authorities this Council carried out the Proclamation to the Parish, conducted at the Debt of Honour with a number of local people in attendance.

However it is appropriate now to have a Moment of Reflection, and the guidelines for this have been issued to Parish and Town Councils and take the format below. The Chairman will therefore ask that Parish Councillors join with him and for the following Statement to be noted in the Parish Council Minutes.

Members of the public in the United Kingdom joined together in a Moment of Silent Reflection on the eve of Her Majesty Queen Elizabeth II funeral to recognise the length of service and her commitments to the country during her reign. This Council did not meet to undertake this on that date, therefore it is appropriate to do this at the start of their next full council meeting. We ask therefore that we hold a minute silence. During the minute we will have an opportunity to silently reflect on the lifetime of service which Her late Majesty devoted to the United Kingdom, the Realms and Territories and to the Commonwealth.

The Queen was sure in her faith and steadfast in her duty, bringing consistency through 70 years of change. We will remember Her late Majesty with affection and gratitude and give thanks in our hearts for her unswerving devotion to us and to our Country.

Fellow Councillors Silence will be kept for the one minute.


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 Meeting of the Parish Council held on Monday 5th September 2022, 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.

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 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

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) **Weald Common Tree Project** – Staff and Cllr Buckley continue to work on this, with a number of site meetings having taking place.
- b) **Various Planning Matters**
- c) **Cemetery Matters**
- d) **Allotment Matters**
- e) **Remembrance Sunday**
- f) **Operation London Bridge – Death of Her Majesty Queen Elizabeth II**

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
- 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

- e) Queens Hall Charity Report – verbal report
- f) Neighbourhood Plan Report – verbal report
- g) EFDC Local Plan Report & Update– verbal report
- h) Highways Report – ECC Members Pothole Scheme

Cllr C Whitbread previously advised that he had ‘two batches of 18 to share across his division. We had to send him the location and photos of the worst potholes and he will see how many he can get done. He has reminded the Clerk that the good thing for North Weald Parish is that you get two bites of the apple because Cllr Holly Whitbread has the responsibility for Thornwood Common area

8. FINANCIAL REPORTS

To Approve and **NOTE** the List of Cheques & Monthly Statement of Accounts – Up to 30th September 2022.

9. OPERATION LONDON BRIDGE – DEATH OF HER MAJESTY QUEEN ELIZABETH II

Members are advised that all matters relating to this sad occasion were carried out in accordance with the government guidelines within ‘Operation London Bridge’. On the day that the death was announced the flag was lowered, notices were put on Noticeboards with regard to where flowers could be laid and also details were placed on both social media and the Parish Council Website, including information as to when the flag had to be raised for the proclamation of the new king and then lowered again. However there was still some confusions amongst residents, and some residents actually either tried to lower the flag on ascension day or sent in complaints. Two areas were set up with books of condolences, both of which will now be sent on to the District Council. Proclamations were drawn up and read by the Chairman at the debt of honour, and were also posted on the Noticeboards. Members are asked to **NOTE** that all staff worked quite a number of additional hours, including some unsociable hours, but were all in agreement that as this was due to the passing of her late Majesty Queen Elizabeth II and would not be claiming overtime for this, giving this as service to her as she had given service to the people of this country.

10. NORTH WEALD AIRFIELD ALTERNATIVE MASTERPLAN

Councillors Chris Whitbread and Nigel Bedford have been asked whether or not EFDC have had sight of the revised masterplan plan or the Parish Council notes from the presentation with Relight. At the PC Meeting with District Councillors, attended were advised that both had been seen by Nigel Richardson’s Department.

11. INVESTMENTS

Councillors will recall that the Clerk, PFO and Cllr Blanks have been looking into the Councils finances and investment opportunities. There are a number of complex factors to consider, including:

- The Councils level of finances, versus the level of protection under the Financial Services Compensation Scheme (FCSC) - £85,000
- The level of exposure when considering the level of protection under the FCS, and what needs / should be done about this.
- Which financial organisations can the Authority use to deposit funds, and how easy are they to use (example of previous account – Barclays – proved exceptionally difficult to use)
- What is the level of surplus funds and how can this be invested appropriately, with the necessary risk fully examined and duly considered.
- The Parish Council is required to comply with all necessary legislation
- If the Council wishes to invest, or if it simply wants to spread the risk

The PFO has contacted Churches, Charities and Local Authorities (CCLA) Investment Management Limited – an investment fund well recognised in the sector, owned by three client groups – churches, charities and

local authorities – in order to obtain some further advice regarding investments. Office staff and Cllr Blanks will continue to look at suitable options and this matter.

12. LOCAL GOVERNMENT REVIEW OF ELECTORAL BOUNDARIES

Cllr Whitbread and Cllr Bedford advised that this Council should have an opportunity to make comment during October in regard to the Boundary changes, and that it was a case of watch this space.

13. COFFEE WITH COPS

Coffee with Cops was held in the Methodist Church on Tuesday 6th September between 10 – 12 noon. It was not that well attended, with only two Members of the public in attendance. However there were also three Councillors who attended. The Police would like to hold another event in early November in North Weald but a Venue would be needed.

14. WEALD COMMON

The two projects continue to move forward. The Swale has now been cut into the grass to help with the wet area around the Playground. With regard to the tree planting, the Chairman had a meeting with Tom Moat from ECC on the 28th September and a further verbal update will be given at the Meeting.

Naming of the Area

The Clerk has received a request from a Councillor about possible names for the area. Members are therefore asked to if they do have any names that they would like to put forward for consideration.

Information Board

What would Members like to see for the History of the site – ie Inclusion of Radio Station Etc.....
Where would they like the information Board Sited.

15. REMEMBRANCE SUNDAY – 13TH NOVEMBER 2022

Members are advised that arrangements are currently in hand for Remembrance Day Events which are held in November. Staff have been in contact with the Vicar of St Andrews Church and the Chairman of the RBL North Weald Branch. There are a couple of discrepancies with timings for events at the Church and at the Parish Memorial in the churchyard. As soon as these have been sorted out, the Parish Council will send out their usual invites. We have advised the Vicar and the RBL that this Council is happy to do the printing etc on their behalf.

The Clerk had a meeting with Pat Seagar regarding 56 Squadron visit Rem Sunday, advising that the service time at the Debt of Honour will stay the same at 12.15pm, however lunch will be at 1pm to accommodate 56 Squadron as they have to leave early for parade in Epping at 2pm.

16. NORTH WEALD LIBRARY – GOING FORWARD

Members are reminded of this Councils desire to return to the Library and offer a service to the public. The Clerk did not need to ask the Question in Council as she managed to get Signatures on a letter by District and County Councillors, with the assistance on Cllr Nigel Bedford. However she has received a verbal answer from a question raised by our PFO at EALC's AGM that the Registrar is still using the Office in North Weald Library for their purposes, and if that is the case then this Council will not be able to return there. A formal response is still awaited at the time of typing the Agenda.

17. 'WARM BANKS'

We do not really know if we would be able to support this initiative unless we could return to the library so it would be best to place this matter on hold for the current time, until we receive a formal response from ECC.

18. BATTLE OF BRITAIN SUNDAY – 18TH SEPTEMBER

This event had to be cancelled due to the death of the late Her Majesty Queen Elizabeth II, however wreaths were laid by the Chairman on behalf of the Parish Council, Royal Norwegian Airforce, and 56 Squadron on the Tuesday following the Queens funeral. He was joined in the wreath laying by EFDC Cllr Mrs Mary Sartin Chairman of EFDC.

19. 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 THREE confidential items to be considered which are the following

20. NORTH WEALD METHODIST CHURCH

21. NORTH WEALD WIRELESS STATION BOWLS CLUB

22. LETTER FOM RESIDENT REGARDING WHEELERS FARM ALLOTMENTS