



## ***North Weald Bassett Parish Council***

Parish Hall at Thornwood Common, Weald Hall Lane,  
Thornwood, Essex CM16 6NB comments.

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**Clerk to the Council.**  
Susan De Luca

29<sup>th</sup> September 2024

**TO: ALL COUNCILLORS**

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### **NOTICE OF MEETING**

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 7<sup>th</sup> October 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*

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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 2<sup>nd</sup> October 2024 together with **NOTING** the Minutes 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 the Clerk on Parish Council matters that staff have been working on.

- a) Planning Matters
  - b) Consultations for Developments in the Parish
  - c) Allotment Matters
  - d) Cemetery and Burial Matters
  - e) PROW – covered in Agenda
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- f) Battle of Britain Sunday – covered in Agenda
  - g) Remembrance Sunday – covered in Agenda

## 7. REPORTS & MEMBERS REPORTS

**Councillors are reminded that, if 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 30<sup>th</sup> September 2024

b) **Investments**

## 9. EXTERNAL AUDIT -NOTICE OF COMPLETION OF EXTERNAL AUDIT 2023/2024

Councillors are asked to **NOTE** that the Limited Assurance review of the Annual Governance and Accountability Return (AGAR – External Audit) for 2023/2024 has now concluded. In accordance with the regulations, a copy of the Notice of Conclusion of Audit has been placed on notice boards in the Parish and on the Councils website, together with a copy of the certified AGAR sections 1, 2 and 3.

## 10. STREET LIGHTING ELECTRICITY SUPPLY (NON METERED)

Members are asked to **NOTE** that the contract will come to an end shortly and there are no Suppliers who are willing to enter into long term contracts. This Council was fortunate that we had an extended contract, however this will come an end in Nov 24 . All of the companies that we have contacted so far have come back to us advising that the expect the cost to be approximately twice what we have been paying. A further report ill be given at the meeting.

## 11. MEETING BETWEEN EFDC, MARKET OPERATOR AND CHAIRMAN OF PARISH COUNCIL – NORTH WEALD MARKET TRAFFIC REPORT

Members are advised that the new revised report is attached.

## 12. REMEMBRANCE SUNDAY COMMEMORATIVE EVENTS 2024

Members are advised of the following actions that have been taken:

- Advert has been placed in Village Life regarding the Lunch & Service
- Royal British Legion Have been informed
- Invitations have gone out
- Lunch has been arranged
- Vicar has been booked
- Bugler has been booked
- All other arrangements are in hand

An update on Lunch attendee numbers will be given at the November Meeting.

The Clerk has also been contacted by David Lodge and it has been requested that a Wreath be laid by the plaque at the Memorial Playing Field, as it is named in memory of those who died in the world war. However

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the Clerk would also remind Members that this may set a precedent, as there are of other areas where it may also be appropriate to lay wreaths, such as where the 9 Airmen died in Hampden Close, and at the Revetments on the Airfield. Going back in history War Memorials were erected for ‘parishioner’ to come and commemorate their loved ones and those they knew, who had been lost and died during conflict. Councillors are asked to consider the most appropriate place.

### **13. DEVELOPER WORKING GROUP MEETING**

Councillors are asked to note the date of the next Developer Working Group meeting will be Thursday 17<sup>th</sup> October 2024, 7pm in the Thornwood Common Parish Hall.

### **14. NEIGHBOURHOOD PLAN**

In early 2023, the Parish Council decided to permanently place its Neighbourhood Plan on hold. Councillors are now asked if they wish to consider this matter again. The Clerk will provide an update at the meeting.

### **15. PUBLIC RIGHT OF WAY – JOINING UP OF TWO FOOTPATHS WEALD COMMON**

Members are advised that the Clerk is still awaiting a formal response from ECC on this matter. Therefore she will not await a response from her email to Alan Roscoe the ECC Public Rights of Way Officer on further information from him on how to proceed on this matter. She will deal with the matter via the forms on the ECC Website and also contact Doreen Lodge. She will also contact Village Life and ask that they inform the residents who have reached out to the Parish Council about what action is being taken.

### **16. TRIP TO AIR AMBULANCE STATION ON NORTH WEALD AIRFIELD**

A number of Members had a trip around the Air Ambulance Station on Thursday 5<sup>th</sup> September at 6.00pm. The Chairman of the Council, will give a brief overview,

### **17. BATTLE OF BRITAIN SUNDAY**

The Commemorations took place on the 15<sup>th</sup> of September, at 3.00pm at the Cross of Sacrifice in the grounds of St Andrews Church, North Weald. A number of dignitaries were in attendance. It does now seem that as RAFA are unable to organise this service, going forward, it will fall to the Parish Council to undertake its organisation.

### **18. VISIT TO NORTH WEALD CEMETERY**

Members are asked to *NOTE* that prior to the next meeting of the Environmental & Open Spaces Committee a Visit to the Cemetery and the Rear area of the Cemetery will be held for all Councillors as there will be a discussion of the Environmental & Open Spaces Committee which will be specific to certain areas of the cemetery.

### **19. METAL DOG WASTE SIGNS**

Members are advised that the Metal Signs that EFDC advised that they would provide us with have now been received. However only Seven Signs have been received. The Clerk and the Chairman will decide on the best locations for these to be erected. Further signs will be ordered, however these will have to be plastic and they will have the NWBPC Logo on and not EFDC one as the Parish Council is unable to reproduce the EFDC Logo, although the narrative will remain the same.

### **20. NOTICEBOARDS**

Members are advised that a Number of the Parish Councils ‘Old Style’ Wooden Open Notice Boards are now becoming damaged and have become beyond repair. It will be necessary place these on the Precept for Replacement – there are currently 5 which will need replacing.

**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