



## **North Weald Bassett Parish Council**

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

29<sup>th</sup> September 2021

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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 4<sup>th</sup> October 2021 at 7.00 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. 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

### **PLEASE NOTE TIME OF THE MEETING**

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

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### **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 the Minutes of the Meeting of the Parish Council held on 6<sup>th</sup> September 2021 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 the Council may have to note questions and instruct the Clerk respond to them after the Meeting.**

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## 6. RESIGNATION OF A COUNCILLOR

The Clerk has received the resignation of Cllr Coop-Rodia. This will now be reported to Epping Forest District Council Elections Office, and the relevant procedures will be followed. Cllr Coop Rodia has also resigned as Allotment Warden of Wheelers Farm Gardens Allotment site. We will advertise the position accordingly. Meanwhile Cllrs Mulliner and Hawkins will undertake this role until the position can be filled.

The Clerk will of course write and thank Cllr Coop-Rodia for her service and assistance to this council during her time as Councillor and Allotment Warden.

## 7. 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.

## 8. 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 – verbal 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
  - *Cllr George Mulliner – Ref: North Weald Village Hall – Request for funding towards the filling of potholes on access Road - This request was carried forward from last months meeting. The Clerk was also asked to investigate further as to whether or not it was felt possible that the 8 Parish Council Parking Spaces could be part of a controlled parking scheme. A verbal report will be given.*
  - *Cllr Andy Tyler – Ref: Councillor Training - After undertaking an EALC two-day training Course, Cllr Tyler would like to advise Councillors of why he feels there are substantial benefits to Councillors in undertaking Training Courses and how it can help their journey and understanding of being a 'Good Councillor'.*
- e) Queens Hall Charity Report – verbal report
- f) Neighbourhood Plan Report – verbal report
- g) EFDC Local Plan Report – verbal report
- h) Highways Report – If available.

## 9. FINANCIAL REPORTS

a) **List of Cheques & Monthly Statement of Accounts** - To **APPROVE** the list of payments which have been made up to the 30<sup>th</sup> September and **NOTE** the account balances at the end of the month - **this list will be circulated prior to the Meeting.**

### b) Internal Audit

Members are reminded that the Internal Auditor will be in attendance on **Friday 12<sup>th</sup> November** to carry out the first part of the Internal Audit.

## 10. BUILDING BACK BETTER - - POSSIBLE MOVE BACK INTO THE LIBRARY

The Clerk is continuing with conversations with County and District Councillor Christopher Whitbread regarding a possible move back into the Library. The Clerk has advised the relevant parties that this council would be available to move back in subject to the relevant SLA and agreements being in place. This Council would welcome a move as soon as possible.

## 11. RESIDENTS ANTI SOCIAL BEHAVIOUR MEETING

Members will recall that as there had been an increase in Vandalism and Anti-Social Behaviour within North Weald Village and also some in Thornwood over the last couple of years, and a number of residents were becoming increasingly concerned at this type of behaviour. June Peachey, the Editor of North Weald Village Life, liaised with the Clerk in facilitating a meeting on behalf of local residents. This was a meeting 'For Residents By Residents', and was held on 17<sup>th</sup> September at North Weald Village Hall, with attendance by the Police and EFDC Safer Communities. Sadly the turnout by the public was fairly low with only 21 Residents attending, 8 of those being Parish Councillors. However those present felt it was a very worthwhile meeting and it was agreed that a follow up meeting should be held, where the Police would provide further details on crime numbers and statistics. Members are therefore asked to **CONFIRM** that they will provide the funding for the administration charges for this next meeting. The charges for the first were carried out under delegated powers, the expected charges would be Hall Hire and photocopying, etc.

## 12. DEBT OF HONOUR RENOVATION

Members may recall that they were advised that works were taking place to the Debt of Honour / Airfield Memorial. The total cost of these works amounted to just under £10,000 (inclusive of VAT). The Chairman has been visiting the site and has been following the works, and has confirmed that the standard of works look be to an extremely high standard and have definitely enhanced the Memorial. As Members are aware the Parish Council has funds available and committed to put towards these works. Members are asked therefore to **AGREE** to a suggested sum of £3,000 towards the renovations.

## 13. RE-DEDICATIONS

The following items are being looked at for possible re-dedication. There will be some renovations necessary and brief reports together what action necessary will be given at the meeting if available. If the details are not available for this meeting, then they will be available for the FGP Meeting. However costs are not expected to be excessive,

- NORWEGIAN STONE – SEVENTIETH ANNIVERSARY – 19<sup>TH</sup> JUNE 2022
- PARISH WAR MEMORIAL – ONE HUNDRETH ANNIVERSARY MARCH 2019  
(HELD OVER AS NO ACTION WAS ABLE TO BE TAKEN DUE TO COVID – UNTIL NOW)

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- 2012 MEMORIAL TO NORWEGIAN'S ON TOP OF THE REVETMENT ON THE AIRFIELD

#### 14. REMEMBRANCE SUNDAY EVENTS 2021

Staff would like to reiterate that plans are all in hand for the Remembrance Sunday Events, this year the date is **Sunday 14<sup>th</sup> November 2021**. We are pleased to announce that the Vicar and also a Bugler has been confirmed for the Debt of Honour/Norwegian Stone. All invitations have now been sent out. The Royal British Legion will be organising the Service at the Parish War Memorial in St Andrew's Church themselves this year, and they have confirmed that no assistance is needed from the Parish Council.

#### 15. COMMUNITY EVENTS

Members are advised that whilst the attendance at these event was not as encouraging as we had hoped for, those who attended were heartened to see the amount of information which had been made available for Residents and those attending, which included details of the Local Plan, Masterplans, Neighbourhood Plan, details of Expected Housing Numbers, together with Information Leaflets on the Cemetery etc. District and Count Councillors attended the event in Thornwood for the entirety. It has been suggested that a further single event could be held prior to the end of the municipal year to 'sweep up' those who missed out. Councillors are asked to **CONSIDER** this.

#### 16. TREES FOR CELEBRATION OF QUEEN PLATINUM JUBILEE

The Clerk is currently investigating grants for the provision of trees to be planted in small woods on Weald Common. Members are asked to **CONSIDER** what this planting could be, and how this could be laid out.

#### 17. NORTH WEALD AIRFIELD MASTERPLAN

The Clerk has been investigating as to why the Parish Council has not heard anything regarding the further Consultation in relation to the Airfield Masterplan. After making enquiries it is understood that the consultation is currently 'on hold' until late November or December, and there is no confirmation as to whether or not Soundings will be involved in this.

#### 18. BATTLE OF BRITAIN SUNDAY

Unfortunately there did not seem to be an annual service at the Cross of Sacrifice to celebrate Battle of Britain Sunday. Therefore the Chairman of the Parish Council laid Wreaths at the Cross, one on behalf of the Parish Council and one on behalf of the Royal Norwegian Airforce. Photographs have been emailed over to Lt Henning Holm in Norway.

#### 19. DECEMBER MEETING

Members are asked to **CONFIRM** that they would be accepting of the December Parish Council Meeting being substituted for the Finance and General Purposes Meeting. The Principal Financial Officer is involved in the finalisation of the Neighbourhood Plan and is also away on Annual Leave from the 18<sup>th</sup> December. This gives enough time to ensure that the Precept and Budget is finalised in time for delivery to EFDC over this busy period.

#### 20. CHRISTMAS & NEW YEAR CLOSURE

Members are advised that the Parish Council Office will close at **12 noon on Monday 20<sup>th</sup> December 2021** and re-open on **9.15am Wednesday 5<sup>th</sup> January 2022**. The Clerk will of course have the Council's mobile phone number on during that period for Cemetery Matters and Emergencies. Staff will take the relevant annual leave during this period.

**21. VARIOUS ITEMS FOR NOTING**

- a) **GRANT FUNDING – CONFIRMATION OF £2000 – ECC LOCALITY FUND NORTH WEALD ALLOTMENTS**
- b) **FLAGPOLES – THE CLERK IS STILL GETTING COMPETITIVE QUOTES**

**22. 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 IWO confidential items to be considered