



North Weald Bassett Parish Council

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

27th January 2025

TO: ALL COUNCILLORS

NOTICE OF MEETING

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 3rd February 2025 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 6th January 2025, as 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 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) Cemetery Matters
 - c) Passenger Transport Grant Bid (on Agenda)
 - d) Annual Report (on Agenda)
 - e) Neighbourhood Planning (on Agenda)
 - f) Office Move
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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** - No Report

8. FINANCIAL REPORTS

a) **List of Cheques & Monthly Statement of Accounts up to 31st January 2025**

b) **Investments** – Latest available report will be given

9. NEIGHBOURHOOD PLAN

Throughout January, the PFO and Clerk have been working on the update to the questionnaire in order to establish if residents' priorities and concerns are the same as those in 2019/2020. This questionnaire has now been completed and printed, and will be hand delivered to each home in the Parish w/c 3rd February 2025. Contained within the agenda pack is a full copy of what will be delivered. An advert has been placed in the next edition of North Weald Village Life to signpost the questionnaire to residents, along with the Parish Council website being fully updated on Neighbourhood Planning. The PFO worked in conjunction with the consultant on the questionnaire to ensure it would tick the required boxes expected by the Examiner. The results of this questionnaire will be fully analysed, and the feedback placed into the evidence base and considered when drafting the Draft Neighbourhood Plan which, it is hoped, will go out to public consultation before the Summer. The Clerk and PFO will provide a full update at the meeting.

10. NPPF GREEN BELT – PREVIOUSLY DEVELOPED LAND

Green Belt – Previously Developed Land (PDL)– Changes to Paragraph 154

- Previous NPPF required the redevelopment of PDL to **not have a greater impact on openness than the existing**
- Updated NPPF is a much lower bar requiring a development to **not cause substantial harm to the openness of the Green Belt**.
- By definition, any development of PDL that would amount to less than substantial harm to openness is not inappropriate development

Members are advised that the Clerk and RFO attended a Training session by EFDC relating to the above which also included development of Grey Belt. The Clerk circulated links to the Training Session for all councillors who were unable to attend the session provided by EFDC. The changes are the largest and most significant changes to planning over the last 25 years. Members are urged to read and **NOTE** the documentation sent by the Clerk.

11. ANNUAL MEETING OF THE PARISH COUNCIL

Members are advised that the Annual Meeting of the Parish (also known as the Annual Assembly) will be held on Monday 10th March at 7.00pm in the Parish Hall at Thornwood Common. We have had feedback from local residents that they felt the Annual Meeting was quite lengthy, and they would prefer perhaps a presentation on a 'current issue' rather than a review of the past year. As such, the staff will look at ways to do this in the meeting. Obviously, there are certain procedures that have to be carried out, but the staff will

meet with the Chairman and Vice Chairman to discuss this. Most of what has happened over the last year is covered in the Annual Report, so maybe the Chairman could just run through a short three or four highlights such as Lamp of Peace and Remembrance Sunday, Sensory Garden, and then direct the residents to the Annual Report for the remainder. This would then give time for a short Information Presentation maybe about the changes to Green Belt and Grey Belt perhaps, especially as this is going to be the biggest change to the Planning System that has occurred over the last 25 years. Or it could feature changes to Devolution and how this may affect residents. Many councils are now undertaking presentations at their Annual Meetings, and it does seem to be a good way of passing information on to residents.

12. CIVIC AWARDS

Members are advised that the Annual Civic Awards will be held during the Annual Assembly on Monday 10th March in the Parish Hall at Thornwood Common. In line with the prior agenda item, the number of awards have been reduced as follows:

CIVIC AWARDS - What is the purpose of the awards?

The awards are to recognise those individuals or groups who have made a significant contribution to the community. The nomination may be for a single act of outstanding courage or bravery, or might encompass work carried out within the parish, good neighbourliness, commitment to a sporting or education goal, or to improve community facilities.

What are the award categories?

There are four categories to choose from:

- Citizen of the Year
- Community/Charity Group of the Year
- Youth Community/Group of the Year (18 and under)
- Best Community Contribution from a local Business

It is hoped therefore that by reducing the number of recipients the evening will be run through efficiently and be on the lines of what the residents have asked for. Especially as over the last few years very few nominations have come via the residents themselves.

13. ANNUAL REPORT

Members are advised that the Annual Report is almost ready for printing. It should be ready for distribution in early March. Members are asked to **CONFIRM** that they wish this to be distributed to all homes in the Parish, as per last year which was a very effective means of communicating with all residents within the Parish. Last year the printing and folding was carried out 'in house' at an approximate cost of £1350. This year we have sourced a cost from an external printing company of £1400 to include the folding, this obviously frees up staff time. The distribution costs will remain the same. The Annual Report will be ready for distribution at the Annual Assembly and will then be distributed during the fortnight following that.

14. ESSEX COUNTY COUNCIL – LOVE YOUR BUS

The Clerk has submitted a bid for the ECC **Love Your Bus Grant Fund (deadline has been extended to 6th February)**. This initiative can provide Parish and Town Councils with the opportunity to secure grants of up to £50,000 for projects aimed at increasing bus patronage and enhancing local services. The objective of the fund would be to enable Parish and Town Councils to invest in measures which would increase patronage on the bus service or services which serve their communities, projects that:

- Increase passenger numbers.
- Improve service frequency and coverage.
- Attract new users through community engagement and marketing.

The Clerk has been liaising with EFDC Passenger Transport Officer Stephen Lloyd Wright and Local Secondary Schools. A SurveyMonkey Survey has been set up to gain residents views, Central Connect Bus Services have been contacted, and a site specific area at Wilhelm Mohr Court/Rayley Lane and Hastingwood has been targeted to ask for comments.

15. NORTH WEALD MARKET TRAFFIC – MEETING WITH MARKET OPERATOR

The Clerk has chased Gary Saunders, the Market Operator, as requested by Councillors, however as yet no response has been received from Mr Saunders, however a response from Darren Goodey, EFDC has been received. He states the following

“Thanks for copying me into your email to Gary Saunders. I’d like to respond to the comments made at your recent meeting that it appeared that EFDC had washed their hands of the traffic problem. This is incorrect. As the Airfield Accountable Manager, I am the representative of EFDC and as such I have been working with Gary to try and alleviate the issues caused by the market’s huge popularity. This has involved meeting Essex Highways alongside Gary and investigating how we could help reduce the impact of the market traffic on local businesses and residents. This led to me agreeing to open up alternative access routes and I’m aware that the gymnastics club, Shooters and a number of Blenheim Square residents are amongst those who have benefitted from the opening of the emergency road between Hurricane Way and Merlin Way. I can assure you I will continue to work with Saunders Markets to do everything possible to help relieve the congestion that occurs when the market becomes particularly busy around Easter and the lead up to Christmas. “

Following on from the above response, Members are asked how they now wish to move forward in this matter.

16. EPPING FOREST DISTRICT COUNCIL CHAIRMANS CHRITY QUIZ – IN AID OF ESSEX AIR AMBULANCE

Members are reminded of the Invitation to attend the Quiz Night, details of which have been previously circulated to Councillors a couple of occasions. Parish & Town Councils and Local Community and Other Organisations are invited to put in teams for this event which is to be held at Thornwood Common Parish Hall on Saturday 22nd February at 7.00pm. The Parish Council has also published this on its Facebook Page. Members are asked if they wish to enter a Parish Council Team into this event.

17. 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