



North Weald Bassett

PARISH COUNCIL

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Clerk to the Council
Susan De Luca

22nd December 2014

TO: ALL COUNCILLORS

You are hereby summoned to attend A **Meeting** of the **Parish Council** which will be held on **MONDAY, 5th JANUARY 2015**, in the **North Weald Library**, High Road, North Weald Bassett at **7.30pm** to transact the business shown in the Agenda below.

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 **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:

Minutes of the Parish Council Meeting held on 1st December 2014

Minutes of the Parish Hall at Thornwood Common Committee Meeting held on 4th December 2014 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.

In accordance with an agreed procedure, the time allocated for public questions shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting.

6. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

 To **RECEIVE** the oral report of the Clerk on matters which may be of current interest to Members and which require a formal update, and to **RECEIVE** such correspondence and communication as the Clerk may place before the Council, **To Be Tabled**.

NOTE: Any Member wishing to have a communication brought to the attention of the Council should give prior notification to the Clerk.

7. REPORTS & MEMBERS REPORTS

 **Further to a recent letter to Members from the Clerk**, Members are reminded that in order to ensure smooth and **prompt running of the meeting** it would be **prudent to provide the Clerk with a written copy of their report** in order that this can **be circulated** to all Members **with the Agenda**.

To **RECEIVE** any questions emanating from 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**

a) Chairman's Report

b) Vice Chairman's Report

c) District Councillors Reports

d) Councillors Reports – If Submitted as Attached at Appendix 2

e) Highways Reports – If Updates are available - As attached at Appendix 3

f) Environmental Issues – to include Allotment Issues – Cllr Mulliner to Report

8. FINANCIAL

a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of cheques which were signed up to 31st December 2014 and **NOTE** the summary of income received and the account balances at the end of the month. **(to be tabled)**

b) Internal Audit - To receive the Report of the Internal as attached at Appendix 4.

9. NEIGHBOURHOOD PLAN

 Following the meeting held on Friday 5th December 2014 with Epping Forest District Council Officers: Amanda Thorne and Kenneth Bean, Members are asked to **AGREE** the Minutes of that Meeting and also to **AGREE** the response to the District Council as detailed on **Appendix 5**.

10. REQUEST FOR ITEMS TO GO FORWARD TO LOCAL HIGHWAYS PANEL

 The Clerk has received a communication from Essex County Council asking Members of the Parish Council if they have any items that they would like to see go forward to the Local

Highways Panel (LHP) for consideration. Members are asked to peruse the documentation included with the Agenda at **Appendix 6** and bring forward any suggestions that they may have, and the Parish Council can then put forward one scheme from each Village for consideration. However it should be noted that each scheme which goes forward will have to be individually assessed by Local Highways Officers and given a ‘weighting’ for the LHP. In order to aid discussions Members are asked to have a ‘rough’ idea of the scheme that they would like to go **FORWARD**.

11. CONSULTATION – EPPING FOREST DISTRICT COUNCIL: REVIEW OF THE COUNCIL’S HOUSING ALLOCATIONS SCHEME & TENANCY POLICY

The Parish Council has received consultation documentation from the District Council in relation to the District Council’s Housing allocations scheme & tenancy policy. A copy of the letter giving a short summary of the relevant documentation is attached at **Appendix 7**, the relevant documentation is held in the office if Members wish to review this (**as the Office will be closed during the Christmas & New Year period the Clerk will be happy to drop the documentation off to any Councillor who wishes to review this during this time- please contact the Clerk on her Mobile Phone if you wish to obtain a copy**).

12. MEETING BETWEEN PARISH COUNCIL MEMBERS AND COMMITTEE OF HASTINGWOOD VILLAGE HALL

The Clerk has been advised by the Committee that this meeting has been rescheduled to be held on Saturday 17th January 2015. The Hastingwood Ward Councillors and the Clerk have been invited to attend.

13. PARISH HALL AT THORNWOOD COMMON

Cllr R Spearman has **UNDERTAKEN** a training course for Legionella. A verbal Report will be given at the Meeting. This should enable him to undertake the necessary testing requirements – This has been deferred from the December Meeting.

14. 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.”

There are currently NO confidential items to be considered
