



# North Weald Bassett

## PARISH COUNCIL



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Clerk to the Council  
Susan De Luca

2<sup>nd</sup> September 2015

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### TO: ALL COUNCILLORS

You are hereby summonsed to attend the **A Meeting** of the **Parish Council** which will be held on **Monday, 7<sup>th</sup> September 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*

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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. CO-OPTION OF COUNCILLOR

 The Clerk has received an enquiry from Mrs Sheila Jackman, MBE, FCIH who has lived within the Epping Forest District since 1969. Mrs Jackman has shown an interest in many matters related to North Weald in her position as Chairman of EALC which she held for a number of years, she was also a Parish Council appointed Trustee to the Queens Hall Charity. A short paragraph to accompany her application is attached at **Appendix 1**. Mrs Jackman is currently an Ongar Parish Councillor and it is understood that she wishes to remain an Ongar Parish Councillor for the foreseeable future, the Clerk has checked with the relevant authorities and she is able to undertake two positions as long as she fills the necessary criteria. Members are now asked to **CONSIDER** this co-option.

#### 4. CONFIRMATION OF MINUTES

 To **APPROVE**, as a correct record:

- the Minutes of the Parish Council Meeting held on 7th July
- the Minutes of the Extraordinary Meeting held on 20<sup>th</sup> July
- the Minutes of the Extraordinary Meeting held on the 3<sup>rd</sup> August

To **NOTE**

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The Minutes of the Parish Hall at Thornwood Meeting held on the 9<sup>th</sup> July

**ALL** As attached on *Appendix 2*.

## 5. 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*

## 6. 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.*

## 7. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

 To **RECEIVE** the 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, details of which will be tabled.

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

## 8. REPORTS & MEMBERS REPORTS

 **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 3: if they have been submitted by Members for inclusion**

- a) Chairman's Report
- b) Vice Chairman's Report
- c) District Councillors Reports
- d) Highways Reports – As detailed on *Appendix 4*
- e) Councillors Reports
- f) Environmental Issues – Cllr Mulliner

## 9. FINANCIAL REPORTS

### a) List of Cheques & Monthly Statement of Accounts

To **APPROVE** the lists of payment which were made up to the 31<sup>st</sup> August 2015 and **NOTE** the account balances at the end of the month. **(to be tabled)**

### b) FCSA Deposit protection

On 1 January 2016 the deposit protection limit is changing from £85,000 to £75,000. This means that if the Parish Councils bank fails, the Financial Services Compensation Scheme (FSCS) protects the Councils eligible deposits up to the deposit protection limit (currently £85,000 for most

depositors). However, from 1 January 2016, this figure drops to £75,000 by the FSCS. The Clerk is liaising with Unity Bank regarding what this means for this Council.

#### **10. GENERAL POWER OF COMPETENCE**

Members are advised that the Parish Council has met the criteria for the General Power of Competence in that the Clerk has passed the relevant section of CiLCA and holds the electoral mandate, therefore the Parish Council is able to use the Power when it so wishes. This Power is held for 4 years.

#### **11. SHELTER ON WEALD COMMON**

Members are advised that the shelter which has been donated by the now defunct Bassett Community Action Group, for the Youth, has now been installed on Weald Common, and a seat has also been installed. Members are now asked if they would like to have an official 'hand over' of the shelter.

#### **12. PARISH HALL AT THORNWOOD- USE OF HALL FOR MACMILLANS ANNUAL COFFEE MORNING EVENT**

An Event has been organised to raise funds for the UK wide Coffee Morning, Members are asked whether or not they wish to ask for a fee to be paid for this event, or whether they are willing to donate the fee towards the funds which will be raised for the event.

#### **13. GREEN BELT REVIEW**

Members are advised that notification has been received from EFDC regarding the Green Belt Review, which is self-explanatory, a copy of the letter is enclosed at *Appendix 5*. Members are asked to note the correspondence, however the Clerk feels that Members may wish to make comment to EFDC regarding the fact that at the next stage (Second Stage), that this will be completed with Harlow District Council, having regard to the requirement for Local Planning Authorities to work together in accordance with the Duty to Co-operate. It does not state in the letter whether or not EFDC will be working with any other neighbouring Districts, and this Council may wish to question this.

#### **14. NEIGHBOURHOOD PLAN AREA DESIGNATION**

Following the Extraordinary Meeting Councillors may wish to discuss this further, and decide how we move forward, and also to *RECEIVE* an update from the Clerk and the Principal Financial Officer.

#### **15. PLAY AREA INSPECTIONS**

 a) At the request of Cllr Mulliner, Chairman of the Council's Environmental Committee, the Council is asked to *CONSIDER* the current Play Area Maintenance Programme, the Associated Costs, and whether or not any changes are needed. A full copy of the current schedule, together with a summary of the relevant legislation is attached at *Appendix 6*.

#### **16. GRAFFITI REMOVAL FROM PARISH OWNED ASSETS**

Members are asked to *CONSIDER* when and what graffiti is removed from Parish Council owned Assets and whether or not a Policy is necessary to be drawn up in relation to this.

**17. TREE RISK ASSESSMENT** 

 Following on From the June Meeting, a more comprehensive Risk Assessment has been drawn up and is attached at **Appendix 7**. Members are asked to **CONSIDER** this document.

**18. ESSEX ASSOCIATION OF LOCAL COUNCILS**

a) Annual General Meeting & Conference – The AGM, Conference and Awards Ceremony will be held on the 24 September commencing at 12 noon. Councillors are encouraged to attend.

b) County Update – North Weald Bassett Parish Council is featured in this – Copies Available from the Clerk.

**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.”

There are currently **TWO** confidential items to be considered