



CELEBRATING 125 YEARS OF PARISH COUNCILS 1894 -2019

# North Weald Bassett Parish Council

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Clerk to the Council  
Susan De Luca

27<sup>th</sup> November 2019

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## To All Councillors

You are hereby summoned to attend a meeting of the **Parish Council** which will be held on **Monday 2<sup>nd</sup> December 2019**, in **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 CONFIRMATION OF MINUTES 🖐

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

The Minutes of the Meeting of the Parish Council held on 4<sup>th</sup> November 2019

& To **NOTE** the Minutes the Queens Hall Charity held on the 24<sup>th</sup> October 2019.

All 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 and statements from members of the public.

*In accordance with the rules set out in the Council's Standing Order no 3 Paragraphs (e) – (k) , the time allocated for public questions and/or statements/ shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting. Each Member of the public will be allowed to speak for a maximum of 3 minutes in total.*


#### 6. CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT 🖐

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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. *As attached at Appendix 2.*

**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

 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 tabled at the meeting.

### MEMBERS REPORTS

- a) Chairman's Report
- b) Vice Chairman's Report
- c) District Councillors Reports, District Councillors are Invited to Submit a Written Report if they are Unable to Attend the Parish Council Meeting
- d) County Councillor Reports – If Available
- e) Parish Councillors Reports
- f) Local Plan
- g) Neighbourhood Plan – Details of the Events which will be held by the Neighbourhood Plan Steering Group
- h) Queens Hall Charity – Cllr Ms D Wood will give a verbal Report from the Meeting held on the 24<sup>th</sup> October.

## 8. FINANCIAL REPORTS


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

To **APPROVE** the lists of payment which were made up to the 30<sup>th</sup> November (these will be emailed to Councillors) and **NOTE** the account balances at the end of the month.

### b) GENERAL DATA PROTECTION REGULATIONS (GDPR) - STANDING ITEM

Steady progress has been made on the GDPR filing during since Remembrance Sunday with another 5 large Plastic boxes sorted and replaced into new boxes into the container.

## 9. NORTH WEALD AIRFIELD – TEMPORARY PLANNING PERMISSON

 Members are advised that the Parish Council has received and banked the cheque from EFDC for £50,000. The Clerk wishes to make Members aware that following last month's meeting, the Clerk wrote and asked for a full explanation regarding the circumstances that led to the Parish Council being provided with the £50,000 funding from the use of North Weald Airfield by HMRCE for Brexit Preparations. The Chairman, Clerk, and Principal Financial Officer had met with the Chief Executive and the Leader of the Council regarding this matter, where it was agreed that the Chief Executive would issue confirmation by way of an email regarding the £50,000. The email is attached at **Appendix 3**. Members are asked to **CONFIRM** that they feel this is sufficient.

With regard to the expending of the £50,000, the wish list continues to grow. This is yet to be publicised by way of a Press Release and therefore may become even larger. Taking into consideration the email from the Chief Executive Members are asked to **DECIDE** if they wish to **CONSIDER** the items on this list at the Precept Meeting. Current list attached at **Appendix 4**.

**10. EPPING FOREST DISTRICT COUNCIL ACCOMMODATION PROPOSAL**

Following a Meeting with Councillor Chris Whitbread and the Chief Executive it was **CONFIRMED** that the **OFFER** of an Office in the proposed development in Offices on North Weald Airfield is no longer 'on the table' as that proposal is no longer going ahead, as the EFDC Offices will remain in the Civic Office in Epping High Street.

**11. ECC LIBRARY** 

Members will now have had a chance to review the ECC Library EOI Pack which was distributed to them both electronically and in hard copy format. The Clerk and the Senior Administrative Officer have been reviewing the document together with the links within it. This document is a 38 page document with approximately 111 links within it. The general consensus that they have made is that there has not been enough time to fully consider all implications within the document that would eventually fall on this Council in running a Community Run Library (CRL) and all the implications that would surround the provisions of this that are detailed within the document together with the links within it.

As the Leader of the County Council has clearly stated publicly that "No Essex Library Will Close within 5 Years", there no longer seems to be any urgency to take immediate or urgent action with regard to stopping the closure of the Library.

The need for action has always been first and foremost resident led, who were concerned that the Library was under threat of closure however, with the release of this statement, it does not seem to be the case for the next five years. The Clerk would advise Members that some residents have stated that due to this statement they no longer feel the Library is under threat.

The Clerk has consulted with the clerk at Buckhurst Hill Parish Council, who run a library service for ECC (2 days a week). They advise that that they also now feel that there is no urgency to make a decision regarding the Library Service because of this statement.

Members are asked to **NOTE** that currently the Parish Council is being asked to advise the Library of what meetings it holds in the Library together with any additional meetings including Planning and or Parish Council Meetings.

Members have also been forwarded Personal Invitations regarding Information Sessions regarding the EOI and further information. The Clerk has booked a slot at Ongar Library on the 5<sup>th</sup> December between 10am and 11am.

Therefore Members are asked to ensure that they have fully considered this EOI document which will enable them to make a fully informed decision as to what avenue they wish to take regarding a Community Run Library.

Members are asked if they feel that after reading this document they now have enough information to make a **DECISION**, on whether they wish to:

- Take on the expenditure of a purchase of the current building
- The lease of the current building
- Or to maintain the Status Quo at the current time, and continue to provide the service that we currently do to Essex County Council – this may indeed involve further negotiations – but

ECC would then need to come to the Parish Council to begin negotiations, but this could actually be in five year's time.

## 12. SOCIAL MEDIA

Following on from the last meeting, Cllr Andy Irvine will give an update in Social Media. This will include recent meetings that he has had, together with possible social media accounts for the Parish Council.

## 13. SPEEDWATCH

Cllr Clegg is involved in Volunteer Speed Watch within the Parish and will give Members the latest update of how the scheme is progressing and the latest statistics and numbers of volunteers.

## 14. COUNTYWIDE BROADBAND ROLLOUT WITHIN THE PARISH

Cllr Andy Irvine recently attended the Superfast Essex Countywide Parish Engagement Event on Thursday 28<sup>th</sup> November 2019. Cllr Irvine will give Members an verbal report at the meeting.

## 15. REMEMBRANCE SUNDAY EVENTS

Remembrance Sunday Events took place on Sunday 10<sup>th</sup> November together with a dedication of a bench for the 75<sup>th</sup> anniversary of the Royal Norwegian Airforce. Two officers from the RNoAF attended and laid wreaths at both the Parish Memorial and the Debt of Honour. Thank you letters have been received and will be tabled for Members. A full breakdown of all the events will be given early in the new year when a dissemination meeting will be held. It is hoped that details regarding the Parish Council taking on responsibility of the Debt of Honour will have been received by then from EFDC.

## 16. MEMORIAL TREE – HAMPDEN CLOSE, NORTH WEALD

Following investigations into the ownership of the Memorial Tree in the car park in Hampden Close. Members are advised that ownership has been established and the Parish Council has been asked if they would like to take on the ownership of the tree, which would obviously involve the ongoing maintenance of the tree and the parking space etc. Members are asked to make an **INITIAL INFORMAL** decision as to how they would like to move forward in this matter.

## 17. NORTH WEALD ALLOTMENTS

Members are advised that a meeting has been held with the Chief Executive and Leader of EFDC regarding problems concerning the use and a connection to metered water by the District Council's house building contractors on the Allotments. A large bill has been issued to the Parish Council by Affinity Water which has been passed on to the Chief Executive and Cllr Whitbread together with copies of all documentation. The Clerk has chased this matter twice in the last week and at the date of drawing up the Agenda a response is still awaited.

## 18. HIGHWAYS UPDATE

The Clerk and the Chairman, Cllr Alan Buckley met with ECC Highways Officer on the 11<sup>th</sup> November 2019 went through the list of outstanding items from the July Meeting.

A new LHP Form has been completed and supported by our County Councillor in relation to a possible pedestrian crossing by Norway House, however this does have to be considered by the Local Highways Panel and it is a long process and we do not know what the end result will ultimately be.

We have also been advised that the white lining in the High Road North Weald which was missed by the Operatives will be carried out and the painting of the Crossing and the Roundabout by the Kings

Head and Wellington Road will also be actioned. Cllr Any Irvine will be meeting with the Highways Officer in December.

A revised and updated list is attached at **Appendix 5** for Members information.

### 19. HASTINGWOOD ALLOTMENTS

Request for a Memorial Bench. Members will recall that the Parish Council received grant funding of £250 earlier in the year to fund a Memorial Bench from Stansted Airport Community Trust. We have received a request from the tenants at Hastingwood to ask if we would use these funds to place a bench within Hastingwood A Site in memory of Fred Lloyd who served throughout the war with the RAF.

Detailed below is an extract from an email from one of the tenant who is representing the residents:

*“It would be lovely if a bench could be dedicated to The Lloyd family they were much loved residents of Hastingwood and, Ken Lloyd, their only child, who died at the beginning of this year. The residents have suggested that the text for the plaque could be*

*In Affectionate Memory  
The Lloyd Family, Fred, Rose and Ken  
Residents of Hastingwood  
"Happy Days"*

*Happy Days was how every conversation ended with both Fred and Ken. It would be a lovely phrase to put on a plaque. Thank you for taking an interest in this.”*

The bench costs approximately £300, therefore there would be an additional cost of approximately £200 for the extra cost for the bench the installation and the plaque. Members are asked to **APPROVE** the funding on the bench and the additional costs

### 20. JANUARY PARISH COUNCIL 2020 MEETING

Members are **REMINDED** that that this Meeting will be held on **Monday 13<sup>th</sup> January 2020** at 7.30pm.

### 21. EXCLUSION OF THE PUBLIC AND THE PRESS

In the event that the Agenda contains Exempt (**CONFIDENTIAL**) pages, or if 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 however an item may be placed in the Confidential part of the meeting as long as it is in accordance with the statutory guidance .

**Agenda Item No**

**Subject**

**Exempt Item**

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**THERE ARE CURRENTLY NO CONFIDENTIAL ITEMS TO BE CONSIDERED**

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