



North Weald Bassett Parish Council

Jim Davis Room, Parish Office, North Weald Library, 138 High Road, North Weald, CM16 6BZ

Tel: 01992 523825

Fax: 01992 524756

Email: clerk@northweald-pc.gov.uk

Web Site: www.northweald-pc.gov.uk

Clerk to the Council
Susan De Luca

29th June 2016

TO: ALL COUNCILLORS

You are hereby summoned to attend a **Meeting** of the **Parish Council** which will be held on **Monday, 4th July 2016**, 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:

- the Minutes of the Meeting of the Parish Council held on 6th June 2016
and to note

- the minutes of the Environmental Meeting held on 1st June 2016

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 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 are shown on **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 reproduced at **Appendix 3: if they have been submitted by Members for inclusion**

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 **COUNCILLORS REPORTS**

e) Cllr Mulliner – Environmental Issues - To **RECEIVE** a Report on any Environmental Matters.

f) Councillors Reports

8. FLOODING OF THE OFFICE

To receive the Report from the Personnel Committee. To be tabled.

9. FINANCIAL REPORTS

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

To **APPROVE** the lists of payments which were made up to the 30th June 2016 and **NOTE** the account balances at the end of the month. **(to be tabled)**

10. QUEENS HALL CHARITY

To nominate a representative on to the Queens Hall Charity – Councillor Bartram to advise.

11. HASTINGWOOD VILLAGE HALL

The Project to commence building works at the Hastingwood Village Hall has begun. It can be completed in either one or two (in two stages).

However due to the non payment of the 2nd stage of the Section 106 monies from Brent House Farm (the second part of the £100,000 is still owed - £50,000 to the Parish Council – this is chased monthly by the Clerk)

Hastingwood Village is approximately short of £18,750 to complete the whole of the project. The project had to be commenced due to the length of time of the Planning Application (three years; and the changes in Planning – or the developer may have challenged the Parish Council for the return of the monies that the Parish Council held £50,000 may have had to be returned to the developers. The Parish Council had been liaising with the VAT Office and the VAT Office had at first advised that VAT could be reclaimed, which would have meant that the whole of the project could have been completed with very little VAT liability, however because the Hall had received a £20,000 grant from the Community Initiative Fund – there could have been a challenge to this – also this could have taken the Parish Council over the 'de minimus' level for VAT and we were advised not to proceed to reclaim the VAT. This has led us to be between a 'rock and a hard place'.

If the Project is carried out in two stages the whole of the project will cost more, and obviously the builders will stop work. The Hastingwood Village Hall can try to look for Emergency Funding but it may take 3 – 6 months for this funding to come through, if, it is successful. Members are therefore asked if they can see a way forward in this matter.

12. QUEENS ROAD ALLOTMENTS – ACCESS

Following the last meeting last month the Clerk has now received written confirmation from Paul Pledger – Assistant Director of Housing at Epping Forest District Council that pedestrian access will be maintained during building works.

13. COMMUNITY AGENTS

The Clerk has received confirmation that June Bevan the Local Community Agent will attend the **October** Parish Council Meeting and give a short 15 minute presentation of the work that Community Agents undertake in Essex to this Council.

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 **TWO** confidential items to be considered