



North Weald Bassett Parish Council

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

1st March 2022

TO: ALL COUNCILLORS

PLEASE NOTE TIME AND DATE OF MEETING

NOTICE OF MEETING

You are summoned to attend a Meeting of the Parish Council which will be held on **MONDAY 7TH MARCH 2022 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, with any necessary measures put in place by the Government at the time.

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 Monday 7th February 2022, and to **NOTE** the Minutes of the Environmental Committee Meeting held on the 28th February 2022, all of which are 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 Chairman of the Meeting. **Please NOTE the Clerk may have to note questions and respond to them after the Meeting.**

6. REPORT OF THE CLERK

Members are asked to **NOTE** that all staff have been working on the items within this Agenda. If any

Councillor wishes further information on any item please do not hesitate to contact the Clerk or a Member of the Parish Council Staff for further updates. **NOTE:** Any Member wishing to have a communication brought to the attention of the Council should try to give prior notification to the Clerk.

- a) Parish Council Policies – These will be reviewed at the May meeting
- b) Public Footpaths & Royal British Legion North Weald Branch – The Clerk had a short meeting with Doreen Lodge with regard to a number of matters in relation to these two items. The Clerk will give an update at the meeting.
- c) Weald Common Tree Project – Staff and Cllr Buckley are working on this – advertising of the project is taking place and the Clerk has had an initial conversation with St Andrews School. A further update will be given at the Annual Parish Assembly.
- d) Norwegian Memorial and Parish Memorial – plans are going forward with arrangements for this on the 19th June. The Clerk spoke with Rev Lee Batson recently. Invitations will shortly be going out, and the invitation list is expected to be widely the same as the dignitaries that are invited to the Remembrance Sunday Event at the Norwegian Memorial and the Parish Memorial.
- e) Queens Platinum Jubilee Committee - The inaugural meeting of this committee has been set for Wednesday 30th March at 6.30pm in Thornwood Village Hall. Funding to a maximum of £5000 to be spent between all events organised by the committee within the parish has been allocated over the Jubilee Weekend (agreed at the February Parish Council Meeting). The committee is headed by two Councillors : Cllr Ms Dawn Wood and Cllr Mrs Shirley Hawkins. The Clerk was asked to contact Cllr Mark Stroud to ask if he would be interested in being involved in this committee also. Tony Carter, a member of the public who attended the February meeting has also advised he wishes to be involved as well as two members of the Hastingwood Village Hall Committee.
- f) Annual Allotment Committee Meeting – This meeting will be held on Sunday 13th March at 10am at Parish Hall Thornwood Common - all documentation relating to this has been sent out to tenants.

7. REPORTS & MEMBERS REPORTS

MEMBERS ARE REMINDED THAT THEY ARE ASKED TO SUBMIT A WRITTEN REPORT TO THE CLERK WHICH CAN BE DISTRIBUTED TO OTHER COUNCILLORS. THIS WILL ENABLE THE MEETING TO RUN EFFICIENTLY AND EFFECTIVELY. COUNCILLORS WILL THEN BE ABLE TO BRING UP ANY POINTS THAT THEY FEEL ARE RELEVANT TO THE PARISH COUNCIL AND ASK QUESTIONS OF THE COUNCILLOR WHO HAS SUBMITTED THE REPORT.

To **RECEIVE** 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, as follows:

- a) Chairman's Report – verbal 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 - verbal reports will be received if no written report has been submitted
- e) Queens Hall Charity Report – verbal report
- f) Neighbourhood Plan Report – verbal report
- g) EFDC Local Plan Report – verbal report
- h) Highways Report – If available

8. FINANCIAL REPORTS

- a) List of Cheques & Monthly Statement of Accounts – Up to 28th February 2022
- b) Visit by Internal Auditor Friday 20th May – Conclusion of Internal Audit 2021-2022

9. ANNUAL PARISH ASSEMBLY

Members are advised that it is confirmed that the Annual Parish Assembly will be held on 4th April 2022 at 7.00pm at the Thornwood Common Parish Hall. The Annual Civic Awards will also be held at this event.

10. CIVIC AWARDS

Details of the Annual Civic Awards have been placed on Social Media and on the Parish Council Notice Boards. We currently have 6 Nominees. The closing date for the nominations is 12th March and a small working group to discuss the winners of the awards has been scheduled for Monday 21st March at 10.30am. Councillors who have previously sat on this working group in the past few years included Councillors Buckley, Mrs Jackman, Mulliner and Eldridge. A short meeting to discuss the recipients of the awards will need to be held and councillors are asked if they wish to sit on this working group.

11. MEMORIAL TREE AT HAMPDEN CLOSE

The Clerk has received a further quote to have the relevant works carried out to the tree, which are substantially less than the original quote from 2019. The Clerk is currently in correspondence with Robin Hellier (EFDC) regarding whether or not it is necessary to obtain approval for these work from the local authority, as the tree has a TPO on it.

12. RIDE LONDON EVENT – 29TH MAY 2022

Members are advised of the event which will be taking place in the Parish of North Weald Bassett on the 29th May. The Councils Press Officer David Jackman has given the Parish Council permission to share his article which is reproduced below:

Roads through Epping, North Weald, Ongar, Fyfield, Stanford Rivers and Stapleford Abbots are on the route of the RideLondon-Essex cycle ride which is set to feature 25,000 cyclists on Sunday, May 29.

Full details of the route at <https://bit.ly/RideLondon-Essexroute>

RideLondon, described as “the world’s greatest festival of cycling”, will be in Essex for the first time for the RideLondon-Essex 100, 60 and 30 mass participation rides. In total there will be 65 miles of Essex roads included in the event routes. Essex will also host two stages of the RideLondon Classique, a three-day UCI Women’s WorldTour stage race for the best female riders in the world. The start and finish of the first stage on Friday, May 27, will be in Maldon while the second stage will start in Chelmsford and finish in Epping. The full 100-mile route will see the cyclists head out of London, and reach the local area via Woodford New Road, Buckhurst Hill and Epping New Road. The route will then go through Epping High Street before turning onto The Plain to head through North Weald turning right at the Talbot roundabout onto the A414 to Ongar, then heading left at the Four Wantz roundabout through Fyfield. After heading out towards Dunmow and Chelmsford, the cyclists will head back to the Four Wantz and turn left through Ongar High Street and Stanford Rivers to Passingford Bridge, then turning right into Hook Lane in Stapleford Abbots to Lambourne Road and Chigwell Road back into London for a finish on Tower Bridge. As a result of the new partnership between RideLondon and Essex County Council, communities across Essex will benefit from funding from The London Marathon Charitable Trust – funding that will inspire activity and support people of all ages and abilities to participate in sport and physical activity. During the first seven years of RideLondon communities hosting the event were supported with more than £4.9m of funding to local people and projects. RideLondon-Essex 60 follows the same route as the 100-mile event, until it reaches Ongar where it will then turn back towards central London again. The RideLondon-Essex 30 reaches as far as Woodford before heading back to central London.

For more information on the routes, visit ridelondon.co.uk

For a GPS link to the full route, visit <https://ridewithgps.com/routes/38539436>

Epping Forest District Council has also sent a communication to the Parish Council as below regarding ‘**Fan Zones**’

We are certain you're now aware the Epping Forest district will be the focus for the routes of both the RideLondon Classique women's tour Race (Sat 28 May) and RideLondon Essex100 mass participation ride (Sun 29 May). As EFDC understand it, this is Year 1 of a 5 Year arrangement that Essex County Council has agreed with the organisers, London Marathon Events. Whilst we would stress that Epping Forest District Council is not the organiser of these events, we are keen to support the “activation” aspects locally and, as the route passes directly through your parish, we would like to work with you to create Fan Zones in your area on both days, and encourage celebrations along the route, particularly on the Sunday with the mass ride.

*A **Fan Zone** is essentially a public area where refreshments and entertainment are provided to fans and spectators before and during a nearby event, and on the Saturday this could include for example market stalls (community, local clubs, RideLondon sponsors), exhibitions, cycle displays, music. On the Sunday the focus is to encourage local groups and businesses to provide celebrations and an atmosphere along the route using for example music, food, and drink stalls. Both days are a fantastic opportunity to showcase what our district and your towns have to offer. The Community Culture and Wellbeing team at EFDC would be delighted to work with you on this and to explore any ideas you may have for your local communities. Please contact Patrick Arnold parnold@eppingforestdc.gov.uk or Wendy Cockbill wcockbill@eppingforestdc.gov.uk as soon as possible to discuss.*

With regards to our contact at London Marathon Events (LME), please liaise with the LME Relationship Manager, Robert Mitchell for information regarding road closures, timings, and anything else you may wish to know at this current stage. Robert.Mitchell@londonmarathonevents.co.uk

Members are now asked how they would like to move forward in regard to this two day event which takes place over a full weekend. It should be stressed that on Sunday 29th May the roads in North Weald will be closed to all traffic, and there will be some road restrictions on the 28th May throughout the Parish also, so any members of the Parish Council will need to be within North Weald Village or be able to access it other than via a vehicle on these days. The Clerk has sent an email to Cllr Jaymey McIvor who has advertised that he will be holding a meeting in Ongar in relation to businesses and residents who wish to take part in organising events. At the time of typing the Agenda a response is yet to be received.

13. PARISH HALL AT THORNWOOD – INCREASE IN FEES

Members are advised that due to a significant increase in utility bills and also there having been no increase for the last two years due to Covid 19, it is necessary to look at increasing the rental charges for the Parish Hall at Thornwood for the coming year. A report giving an explanation will be tabled for Members at the Meeting.

14. GOING FORWARD – NORTH WEALD LIBRARY

As Members are aware the Clerk has been in communication with Cllr Chris Whitbread and Cllr Louise McKinley, the ECC portfolio holder for Library Services, regarding returning to North Weald Library. The Clerk has now received notification that the Parish Council will not be able to return to its former premises in the library due to the Registrar from Epping Library now having a permanent office there for ‘the foreseeable

future'. Therefore the search for premises continues in North Weald with a number of objectives and alternatives, details of which will be referred to in the closed part of this meeting.

15. ANTI SOCIAL BEHAVIOUR MEETING

Members will recall that it was agreed that a further meeting regarding this matter would be facilitated, however it would be organised by local residents. June from North Weald Village Life has advised the Clerk of the date of this meeting and venue, a time is yet to be confirmed. The Clerk will advise Members of the full details as soon as they have been agreed.

16. 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 is ONE confidential item to be considered