



MINUTES

Meeting: PARISH COUNCIL

Date: 7th October 2019

Time: 7.30PM

Venue: NORTH WEALD LIBRARY, 138 HIGH ROAD, NORTH WEALD

PRESENT:

Councillors (9) A Buckley (Chairman), B Clegg, G Mulliner, A Tyler, Mrs S Jackman MBE
R Spearman, T Blanks, A Irvine, Ms D Wood

Officers in Attendance (2)

Susan De Luca – Clerk to Parish Council

Adriana Jones - Principal Financial Officer (PFO)

Members of the Public (2)

Members of the Press (1)

C19.081 APOLOGIES FOR ABSENCE (3)

Cllrs Eldridge, Bedford, Mrs Grigg.

C19.082 OTHER ABSENCES (1)

Cllr Stroud (apologies received, but too late to be reported at the meeting).

C19.083 VACANCY FOR COUNCILLOR HASTINGWOOD WARD

Members **NOTED** that following the death of Cllr Brian Bartram, the appropriate Notice of Vacancy had been posted on the Hastingwood Notice Boards. No request for an election has been received, therefore Members will be able to go ahead and co-opt a suitable person once a nomination is received.

C19.084 MINUTES

The minutes of the Parish Council meeting held on 2nd September 2019 were **AGREED**, as were the minutes of the Personnel Committee held on the 12th September 2019 and the minutes of the Parish Council Environmental Committee held on the 25th September 2019. Copies of these documents were attached to the agenda.

C19.085 DECLARATIONS OF INTEREST

Both Cllr Blanks and Cllr Clegg declared non pecuniary interests in any item concerning the Neighbourhood Plan by virtue of being members of the Neighbourhood Plan Sub-Committee. Cllr Mulliner, Cllr Mrs A Grigg & Cllr Blanks and the Chairman declared non pecuniary interests in agenda item 16 by virtue of being members of the Royal British Legion. Cllr Spearman declared a disclosable pecuniary interest in any agenda item concerning the Local Plan.

C19.086 QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman welcomed the two members of the public present and read out a statement setting out the time allocated for public questions. The Chairman confirmed that the meeting was being recorded. A local resident stated that he had taken a particular interest in championing the Environmental and Green Policy of the Council, and confirmed he was pleased to see that within a month the Council had made some

tremendous strides on the policy and getting it up to date. The resident stated that there were no boundaries when it comes to the environment, and that those present could talk all night long about air pollution and air quality. The resident supported that the policy places the emphasis on what individual residents can do to improve the environment as well as what the executive can do to make the country and the planet a safer place, however expressed his concern as to how we can equate, set as we are in a green environment, how the Councils green policy relates, and how the Council proposed to the delivery the Green policy, and how this runs with the current building regulations and the Parish Councils policies in the Neighbourhood Plan / Parish Plan to deliver 14,000 homes. The resident stated that he had completed an innate amount of work with the British Research Establishment in Watford, confirming he had a tremendous amount of data on how buildings are built and the green gases that are emitted, and he was wondering if the Parish Council had fully considered the impact on air quality and the environment and pollution by having 14,000 homes in the middle of a rural environment and how this will impact on residents lifestyle. The resident stated that perhaps not his lifestyle, as he has seen that the Government has set a target of 2050 to reduce carbon emissions down to zero. Others are saying it can be done by 2040. The resident stated that he was having trouble getting authorities such as this Parish Council and Epping Forest to acknowledge that housebuilding is notoriously polluting. The resident referenced the pollution from the Heritage Railway and the jet aircraft, stating that the amount of pollution being pumped out was really quite frightening. The resident stated that he wanted to see what the measure of the Parish Council's views were on this matter, and how we were going to get this signal back to the kids. The resident stated that he appreciated this first step as a policy, however stated more needs to be done to save the planet.

Cllr Blanks stated that the Parish Council has very little control over the number of houses that have been allocated to the Parish, and that he felt he could speak on behalf of most Councillors to say they were very disappointed with the number this Parish has been allocated. Cllr Blanks confirmed that the Parish has been allocated approximately 25% of the whole of the district allocation of roughly 11,000 homes. This totals roughly 2,400 new homes for the Parish, not 14,000 as stated by the resident, stating that there isn't much that the Parish Council can do about this. The resident asked if it would be better to argue his point at the stage of planning applications with specific characteristic and properties design wise so he can argue more once he has the data. Cllr Blanks advised that the Neighbourhood Plan Steering Group are creating as many policies as they can to obviate the difficulties that housing may produce, however if you have to have the housing then there will undoubtedly be a certain amount of pollution. But people still need to live somewhere. Cllr Blanks stated that the Parish Councils ability to influence this is very limited. The resident said that he disagreed, stating that he felt you can make changes, drawing members attention to the public demonstration by Extinction Rebellion over the last three months. The resident stated that common sense prevails, and without getting into debate of housing which he did not want to get in to, he happened to know that there was so much empty space and houses that are not being used in London that could completely meet all the requirements of housing. Why people have this love affair with new build, cheap housing was beyond him. Cllr Tyler stated that you could not build a house that doesn't have a carbon footprint, stating that even a carbon neutral house involved some carbon footprint when building. The

resident stated that he was building a Passivehaus in Lithuania, and that he was finding that people out there were so much more aware of the environment.

The PFO stated that there was some truth in what the resident was saying, in that these issues need to be thought about, and that the Neighbourhood Plan Steering Group was thinking about those things, and creating draft policies that will go out to consultation in December addressing amongst other things these types of issues, however this was on a backdrop of the Neighbourhood Plan, for which the Parish Council is the relevant body who can create a Plan, having to be in general conformity with the strategic policies in the District Councils Local Plan. Therefore, if the Local Plan says you have to have 2000 homes, the Neighbourhood Plan cannot object to that. She advised that she fully appreciated the residents' concerns, and that whilst the Neighbourhood Plan Steering Group were doing what they could at a local level to try and influence the development coming this way both in terms of carbon footprint and how it fits with the community, the need for housing was a directive from the Government down. As such, there is a limit to what the Parish Council could do, and whilst a lot of the residents' points may be well founded, they should be directed at the top, i.e. Government, and not the Parish Council.

The resident stated that there was so much he could expand upon, however the Chairman said this could be debated for ages and stated that the Parish Council has taken this on board and that the Parish Council is guided by an authority higher than itself on many matters. The resident stated that he had invited a speaker from Extinction Rebellion to visit one of their meetings, and that he would let anybody know the details if they wanted to come along.

The Chairman thanked the resident for raising his points.

Another local resident addressed the Council stating that he had noticed in the minutes that there had been a Personnel Committee meeting, and there was an item on vexation and angry individuals. The resident stated that he assumed this was as a result of the last meeting he attended. The resident stated that he was disgusted that there was a meeting and that the Council hadn't allowed him to come along, and that he was disgusted that what he did had been characterised as angry and vexatious. The resident referenced the last paragraph of the minutes which drew a parallel with the killing of MP Jo Cox, stating that this was pathetic. The resident stated that he attends the Parish Council meetings, and that he doesn't see £250,000 of value, stating that he sees very little value with all the Councillors sitting there discussing this, that and the other thing, telling him that he has to follow the rules at the meeting and that he was not going to follow the rules if neither EFDC nor the Magistrates Courts follow the rules. The resident stated that if he wants information from the Council, he doesn't see why he shouldn't be entitled to get it, and the fact that he asks for things doesn't mean he is vexatious. The resident stated that he submitted 9 Freedom of Information Requests at the beginning of 2019, and that if the Council was a well run open organisation it would have been half a days work for them, and all he got was a long explanation about why the Council couldn't do it. The resident stated that the Parish Council say it is open, printing details about all the things it does and that it wants public involvement, however he stated he never sees many members of the public attend the meetings – just the two that were present at this meeting, stating that the Parish Council was disgusting.

The resident stated that the Parish Council wasn't dealing with the issue, stating that the Parish Council knows he doesn't follow the rules and that he doesn't think the Council is value for money, and that the Parish Council doesn't explain what it is doing. The resident stated the Parish Council does all these schemes and thinks that he will put his hand in his pocket to pay for it, and he is challenging the Parish Council but it is not interested. The Chairman stated that the Parish Council has never stated it is not interested. The resident stated that he would explain the behaviour of the Parish Council as ill-mannered and rude, stating that the Parish Council doesn't want to talk to him about why it is spending money.

The Chairman advised that the resident had just taken 10 minutes to explain his frustration, stating that the Parish Council does welcome visitors to come in, but that it asks that if they are going to be critical of the Council it should be constructive criticism and not destructive criticism. The Chairman stated the Parish Council does appreciate that everybody is entitled to their own opinion, but that they do ask that when people do come in they speak in a civilised fashion and with courtesy to members of this Committee. The Chairman stated that the Parish Council takes a lot of stick from people who are not really au fait with the amount of effort put in by the Parish Council and Councillors present, and that all the Council seems to get from certain people within the community is a criticism of what the Council is not doing right. We get little comment about what the Council is doing well, and what this Council and the Team in the office do. The resident asked what that should tell the Council, stating that the Council just make up their own ideas about what the residents want, to which the Chairman stated that every time a major decision has been made there is always consultation. The resident asked where was the consultation on the library, to which the Chairman stated there was a consultation on the library and that this was the 4th or 5th response in the Neighbourhood Plan community questionnaire.

Cllr Spearman asked why it was always and only these two residents who always come in a moan, stating that Councillors don't have to sit and listen to what they are saying as none of it is constructive and all they are doing is moaning. The resident stated that if the Parish Council wants to behave in this way, then he is going to challenge it, stating that if the Parish Council thinks it could put its hand in his pocket, take money out, and the filth that he deals with at EFDC, stating that he raised this issue with two Councillors here and they did nothing about it. The resident stated that what EFDC do is illegal. The Chairman stated that EFDC did not operate illegally, to which the resident stated he begged to differ and said that with the greatest respect the Chairman did not know what he was talking about. The Chairman stated the resident was entitled to his own opinion. The resident then asked if the Council were going to change the Personnel minutes, to which the Chairman stated that minutes are a record of what took place at a meeting. The resident stated that the Parish Council has had a meeting without him being given the chance to go along and defend himself, which is the underhand way that the Parish Council operates. Cllr Blanks asked how the resident knew it was about him, to which the resident stated because there was nothing else that happened at that meeting. Cllr Blanks stated the resident had not read the minutes properly, stating that this was a meeting of the Personnel Committee on 12th September and there was no mention of anybody's name. The resident asked why the Chairman didn't say that to him, to which Cllr Blanks stated this was probably because the Chairman was busy trying to answer his question and that this was a question section, and was not for

debates. The resident stated that he has had lots of questions but that the Parish Council won't answer them, and that the Council is not going to spend his money and then tell him to shut up. Cllr Blanks advised that the resident was entitled to stay if he so wishes but asked him not to interrupt.

The Chairman stated that he was drawing this item to a close. The first resident asked if he could have 5 minutes with a specific councillor, to which the Clerk advised this could not take place during a meeting. The Chairman closed this agenda item.

C19.087 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Councillors **NOTED** the Clerk's report which was attached to the agenda. The Clerk advised Members that the CCTV had now been placed at the Cemetery following the recent vandalism.

C19.088 REPORTS AND MEMBERS REPORTS

a) Chairman's Report – The Chairman reminded members that the Clerk and himself had a meeting with the Local Highways Panel representative and Cllr Whitbread regarding many of the issues in the Parish. There has been some response from the District Council, and a limited response from the Local Highways Panel, and that the Clerk will now call for a further meeting so we can address these issues further, such as the white markings on the road, zebra crossing markings, Belisha Beacons, etc. It is taking a lot of time, and we will push for another meeting.

The Chairman confirmed he had attended a quarterly meeting with Norway House the prior week, and they have confirmed a date for their Christmas party of 20th December. The Chairman confirmed he would be passing round an envelope for Councillors who may wish to donate to this event. The Chairman advised that he had personally asked the local resident who usually attended the Norway House Party as Father Christmas if he would again complete this role, to which he had been advised he would.

The Clerk provided members with an update on Cllr Eldridge, and Councillors asked that their regards were passed on to him.

b) Vice Chairman's Report - No report.

c) District Councillor Reports – No report.

d) County Councillor Reports – No report.

e) Parish Councillors Reports – Cllr Mrs Jackman reported that the island lights around the roundabout near Rayley Lane were now all out or flickering. The Clerk confirmed this would be reported again.

Cllr Tyler reported that he had recently met with a friend of his, Colonel Mark Smith, who had confirmed that he would be in attendance at the Remembrance Sunday service.

Cllr Spearman reported that the Parish Hall at Thornwood had been decorated, with brave colours, but it looks superb. The Clerk confirmed the sign would be erected in the next couple of weeks.

Cllr Clegg updated members on Community Speedwatch, advising them of Edwards Day where the whole of Essex was encouraged to go out and do community speedwatch. North Weald were part of this, with two speedwatch events taking place – one in Upland Road, Thornwood and one in Hastingwood. The Upland Road event was successful in that the number of residents who were exceeding the speed limit had dropped by 50% from the previous speedwatch. Regarding Hastingwood, there was no speeding along Foster Street or Mill Street, however out of the 88 vehicles who were recorded along Hastingwood Road only 3 were speeding. Cllr Clegg stated that this area was yet to be formally included on the community speedwatch programme. Cllr Clegg reminded members that the guidelines for Community Speedwatch were less stringent than those of the Police, in that you must be doing 48mph in a 40mph zone before Community Speedwatch can action it. Cllr Clegg had been advised by his Community Speedwatch representative that there had recently been a Police presence in Hastingwood, with the following findings:

97 vehicles stopped – 1 arrest for drug driving – 1 vehicle driver reported for driving whilst disqualified – 44 seat belt offences – 3 no MOT – 2 overweight vehicles – 4 for careless driving – 11 for using a mobile phone – 8 excess speed – 10 tinted windows – 6 other offences – 1 seizure for no insurance.

Cllr Irvine stated there was a clear difference between the community speedwatch results and those of the Police. Cllr Clegg advised that this was because the parameters that the police can deal with are a lot more stringent than the powers afforded to community speedwatch team. Cllr Tyler stated that it was good to see there had been a reduction in speed along Upland Road. Cllr Clegg advised that the current speedwatch training available was quite far away in terms of location, but that he expected the next batch of training to be this side of the county, and that he would advise the Clerk when he was made aware of when and where this would be.

Cllr Clegg advised that the bright light at Esgors reported at the last meeting has still not be dealt with.

f) Local Plan - The PFO advised that the District Council were still working on the additional work that the inspector had asked for.

g) Neighbourhood Plan – Councillors **NOTED** that the Steering Group were continuing to work hard on drafting some basic policies to go out for consultation in December, provisional dates as follows:

- 6th December in Parish Hall Thornwood
- 14th December North Weald Village Hall
- 15th December Hastingwood Village hall.

This is an opportunity to come along and pass comment on the draft policies that the Steering Group would have put together as a result of the feedback from community consultation. In addition there have been two workshops organised and managed by the Latton Priory Masterplanners on 3rd and 5th September, with roughly 40 stakeholders from various organisations present, such as ECC, Highways, English Heritage, etc. There had also been two public consultation events on 23rd and 24th

September. The Parish Council has submitted a response to that consultation which effectively states that the response form as drafted was too limited to address the issues the Parish Council wished to raise, and that the Parish Council expects full and meaningful consultation going forward.

h) Queens Hall Report - Cllr Ms Wood reported that everything seemed to be going ok at present, with no major issues. The minutes of the last meeting were still being drafted and checked. Car Parking has been stopped for users of St Andrews School, and at present this is fine.

C19.089 FINANCIAL REPORTS

a) List of Cheques & Monthly Statement of Accounts – The list of payments, receipts and balances for September 2019 had been emailed to Councillors and had been uploaded onto the Parish Councils website.

b) Internal Audit – It was **NOTED** that the internal auditor would be in attendance on 29th November to conduct the interim audit for 2019/2020.

c) General Data Protection Regulations (GDPR) - Due to staffing resources on personnel matters and staff annual leave during September, there has been slow progress on the GDPR filing during September, however it was hoped this would pick up in October.

d) EXTERNAL AUDIT

The Clerk was pleased to report that the Council has received the report from the External Auditor which states that *‘On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.’* Copies of the Notice of Conclusion of Audit will be posted on the Noticeboards, with all relevant material being published on the Parish Councils website. Documentation is also available for Members perusal in the office.

C19.090 NORTH WEALD AIRFIELD – TEMPORARY PLANNING PERMISSON

Members **NOTED** that at a Meeting of Epping Forest District Full Council on 19th September 2019, the Leader of the Council Cllr Chris Whitbread advised Members of District Council that EFDC had entered into a two year agreement to hire part of the Airfield to use as a facility to for vehicles that are transporting goods to help facilitate the flow of trade through Dover. The vehicles will be visiting the site to have their documents stamped in order for them to pass through / visit the country. It was agreed at the District’s Meeting that North Weald Bassett Parish Council would be the beneficiary of a financial sum of £50,000. It was **NOTED** that the Parish Council was unaware of this until after the 19th September meeting, when a number of District Councillors came into the Parish Office and advised members of staff of this.

The Clerk advised that the letter from HMRC and an email from the EFDC Chief Executive were included with the agenda. The Clerk advised that she was on holiday when she was made aware of this. The letter from HMRC suggested that this sum of

money would only be available in the event of a no-deal Brexit, however the Chief Executive's email suggested that the £50,000 would be given regardless of whether or it was a no-deal exit. The Clerk advised that it was up to the Parish Council to decide how to spend these funds, suggesting that a hasty decision should not be made. Cllr Clegg stated that he would like to know why the Parish Council were getting the funds. Cllr Tyler stated that he too was slightly confused in that the Airfield belongs to EFDC, not the Parish Council, so he could not see why EFDC was giving the Parish Council £50,000. The Clerk advised that she had simply been told that EFDC wanted to give the Parish Council £50,000. Cllr Mrs Jackman stated that the Local Highways Panel were also receiving some monies. The Clerk confirmed that this was indeed the case. The Chairman stated that there had not been any explanation as to why the Council is receiving these monies, however perhaps maybe it will be revealed at a later date. Cllr Blanks stated that he had spoken to Cllr Whitbread at the recent Latton Priory consultation, as well as sending an email to the EFDC Chief Executive, suggesting that EFDC should make sure any traffic as a result of this centre should go down the A414 and enter the airfield via Rayley Lane and not through the village. However, the difficulty with this is that EFDC cannot control the Sat Navs of these various lorries, and that he suspects Cllr Whitbread's view was that there may indeed be some disruption to village life if these lorries come through the village. Cllr Blanks stated that as far as he was aware, no work had taken place so far on the Airfield. The Chairman confirmed that traffic was the concern of all Councillors, as was how EFDC will control this and keep it on the A414/Rayley Lane.

Cllr Tyler suggested that a statement could be put in the Press, on the Website, and via EEF, asking residents what their suggestions are for the money and what they would like to do with it, otherwise the Parish Council may be a target in the future. Cllr Clegg stated that the logistics of the lorry park had moved forward, as he had been advised that nearly 30 applicants had been recruited to work shift work on the airfield processing these lorries, due to come into force in a few weeks.

The Chairman suggested that when the £50,000 is received, perhaps ECC may want to match fund a particular project. It was **AGREED** that preliminary ideas should be put forward to the Clerk before the Precept, stating that Cllr Tyler's idea to include something in Village Life / EEF was also a good idea. Cllr Irvine suggested that the £50,000 should perhaps be used towards turning the library into a community hub. Cllr Clegg stated that he was a little uncomfortable discussing it before the money had even been received, or it had been established why the Parish Council had been given the money. The Clerk confirmed she would compile a list of ideas that have been put forward. The Clerk would formally write to Cllr Chris Whitbread & the Chief Executive to get further information around the decision to give the Parish Council the £50,000.

C19.091 ECC LIBRARY

Councillors **NOTED** that the Clerk met with 2 Senior ECC Library Staff following ECC's request for a list of questions that the Council had about the Expression of Interest (EOI). A list of these questions together with the written responses which were received 2 weeks later were attached to the agenda. Members were further advised that the Library update meeting planned for the end of October would need to be postponed and re-scheduled for November as the EOI Pack will not be sent out until late October at the earliest, and the details of the content of this pack were necessary before we go

ahead with a further meeting. The Clerk confirmed she would come back to members with a report once the EOI had been received. The Chairman advised that there was an element of this item that would be discussed under closed session at agenda item 19.

C19.092 ENVIRONMENTAL POLICY

Following the Meeting of the Environmental Committee, an updated revised draft Environmental Policy created by the Environmental Committee was attached to the agenda to go forward to Members for their perusal, comments and subsequent acceptance into policy. The Clerk advised this would be reviewed annually, and that once adopted it would be placed on the Parish Councils website. Cllr Blanks advised that 'reuse' should be hyphenated. Cllr Mulliner stated that in his personal opinion the policy should end with the first paragraph, expressing his concern that the more you add, the more people will say that things have been left off, and the list could be never ending. The Clerk confirmed the policy had been kept as concise as possible. Cllr Mulliner stated that really everything was encompassed in the first paragraph. Councillors **AGREED** this policy.

C19.093 PARISH SIGN

Members **NOTED** that the Parish Sign had now been renovated and is back in place on the Village Green in North Weald, and that a photo shoot was being arranged by the Environmental Committee. The Chairman confirmed the sign looks great. The sign is a bronze base, so took some extra time to renovate. The Parish Office staff have tried to contact the ladies from the Preservation Society who maintain the flower box by the sign to have a photo shoot and put in village life, with credit being given to the Preservation Society for their work.

C19.094 PARISH COUNCIL TRAINING

Members **NOTED** that bespoke Model Code of Conduct Training had been organised for Monday 18th November 2019. Ian Willett, who used to be the EFDC Monitoring Officer, will be the Tutor.

C19.095 ESSEX COUNTY COUNCIL STREET LIGHTING

Following the Local Liaison Committee Meeting in September, the Parish Council has received a further option to pay for ECC owned Street Lights to remain on during the hours of 1am to 5am. The agreement would cover ECC owned lights in the whole of the Town/Parish Council area, however there would not be any flexibility for Town/Parishes to select certain streets. If agreed, this would be for a minimum 4-year period, 7 days a week, starting 1st April 2020. The individual Town/Parish cost will be reviewed annually by Essex County Council and it has to be Town/Parish wide. The original cost to pay for these streetlights to be turned on between 1am and 5am was £11,400, however the current revised cost was £10,754.91. Members noted that none of the 112 Parish Council owned streetlights are turned off, and they remain on throughout the entire night. These lights will not be affected. Cllr Mrs Jackman stated that when this originally came before the council, Council considered it in great details, and decided not to move forward with this, stating she saw no reason to change this decision. Cllr Irvine stated that there were environmental reasons for turning the lights off as it saves energy, however asked what the appetite was of local residents to turn these lights on at night. The Clerk confirmed that she had received only one request asking for the lights to be turned on. The Chairman summarised that

we would be committed to four years, so this would be over £40,000 over the four years. Towns and Parishes that want to join the initiative after 1st April 2020 would have to wait until the start of following financial year. An agreement would be developed between Essex County Council (ECC) and Epping Forest District Council (EFDC) and ECC would invoice EFDC to cover the costs of street lighting and EFDC would recover these costs from the individual Town/Parish Councils.

Cllr Tyler reported that there is a case up north where following a vehicle accident the local authority were being prosecuted for switching the lights off, however in his opinion these lights will come back on full time anyway at some point in the future. The Sodium Lamps require so much power to get them to ignite that the cost to ignite a light is the same as running them for a three-hour period. This is not the same for LED lighting. Cllr Tyler also referenced that payment of these lights is via a tariff system, and not per light, so technically you are not really saving money anyway. The Clerk advised that as yet ECC has been unable to explain why the cost is so expensive.

Councillor Mrs Jackman **PROPOSED** that the Parish Council does not pay for ECC owned streetlights to be turned on between the hours of 1-5am. This was **SECONDED** by Cllr Mulliner. Unanimously **AGREED**.

C19.096 REMEMBRANCE SUNDAY EVENTS

Councillors were reminded that the Remembrance Sunday Events would be taking Place on Sunday 10th November. Invitations for the Parish Council event at the Debt of Honour have been dispatched and plans are well in hand. The Clerk provided a short summary, confirming that the event had been advertised in North Weald Village Life. We are expecting a minimum of 30 wreath layers and are still awaiting a response from the Norwegians, who are on active service in the middle east. 52 Squadron will be attending and laying a wreath. The North Weald Village Hall has been booked for the event, with setting up taking place the night before. The Parish Hall is booked as a backup. There are some minor changes to the day as a result of the debrief meeting from the 2018 events. It is hoped the Parish Council Chairman will do the introduction, the Vice Chair will read out the wreath layers, and the RBL President will read out the Tribute. Mrs Mulliner will be laying a wreath on behalf of the Community. Cllr Mrs Jackman asked if the issue of microphones in the hall had been addressed, as last year many people couldn't hear the speeches. Cllr Mulliner said there would not be enough time to get the microphone back from the Debt of Honour and suggested that the sound system from the hall should be used. The Chairman confirmed this was used two years ago. It was **AGREED** to test this the night before. Cllr Tyler confirmed the Order of Service cost £100 to print, and that he was organising a sponsor for this. The Chairman asked if Colonel Smith may perhaps say a few words at the meal to which Cllr Tyler stated he may be happy to do this, and that he would ask him.

C19.097 EPPING FOREST DISTRICT COUNCIL CIVIC AWARDS 🙌

Members were advised that EFDC were inviting nominations for their annual civic awards scheme, and Members were asked if there is anyone in the community that they would like to be recognised who has made a positive change within the Parish, and they feel they would like to put the name forward for discussion at the next meeting to the Clerk together with the reasons for recommendation. The Clerk read out the nomination criteria, and Councillors were asked to advise the Clerk of any nominations.

C19.098 PARISH OFFICE CHRISTMAS & NEW YEAR OPENING & CLOSING

Members were reminded that the staff would be taking appropriate annual leave over the Christmas & New Year period. Therefore the Parish Council Office and the Library (on the days that the Council operates it) will close at 1.15pm on Friday 20th December and re-open at 9.15am on Monday 6th January 2020. There will, of course, be emergency cover for the Cemetery & Funerals during this period and the Clerk's mobile phone number and details will be left on the office answerphone together with a notice on the Library doors as well as on the Parish Council Website and on Notice Boards.

C19.099 MEETINGS ON THE 6TH JANUARY 2020

Due to the return to work for staff being the 6th January 2020, Members **AGREED** to re-schedule the Planning and Parish Council Meetings scheduled for that day to the 13th January 2020.

C19.100 EXCLUSION OF THE PUBLIC AND THE PRESS - VALUATION OF LIBRARY BUILDING

Due to the nature of the item to be discussed, the press and public were asked to leave the meeting and were excluded, 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.

A local resident refused to leave the meeting, and stated that he had made his stance clear, and that according to the Councils rules not to inflame matters it was his understanding that Councillors would go to the office, so he would be sitting and waiting for Council to do this.

In light of this, the Chairman temporarily closed the meeting.

After a short while, and after the member of public had left, the meeting was reconvened.

Members **NOTED** the valuation of the North Weald Library. It was **NOTED** that the Clerk had contacted ECC and asked them to provide their own valuation in accordance with their strategy.

Meeting closed: 8.51pm

Signed

Date