



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON THURSDAY 28th APRIL 2022**

CHAIRMAN: Cllr Terri Sargent

CLLR'S PRESENT: Cllr Jacqui Dowton; Cllr Mark Cottrell; Cllr Lynn Gilliam; Cllr Paul Daft

ALSO PRESENT: Borough Cllr Stuart Allen; Essex County Cllr Tony Ball

472/2022 APOLOGIES FOR ABSENCE:
Essex County Cllr Malcolm Buckley

473/2022 DECLARATIONS OF INTEREST:
To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda items
None declared

474/2022 MINUTES OF PREVIOUS MEETINGS:
To receive and agree the minutes of Noak Bridge Parish Council held on Thursday 31st MARCH 2022, proposed by Cllr Gilliam, seconded by Cllr Daft that the minutes are a true and accurate record of the meeting and signed by the chairman - **Agreed**

475/2022 NEIGHBOURHOOD PLAN:
The chairman had circulated the Draft Neighbourhood Plan policies to members and would send it on to the steering group. A working party would be set up in May to discuss the draft policies and the draft community facilities assessment. This would be followed by a meeting with the consultants

476/2022 RISK ASSESSMENT REVIEW 2022 - 2023:
The chairman reported the risk assessment had been distributed and reviewed by members. Proposed by Cllr Cottrell to agree the 2022 Risk Assessment, seconded Cllr Dowton - **Agreed**

477/2022 AGAR YEAR END 2021 - 2022:
The chairman informed the Council the Agar documents were to be completed and sent to the Internal Auditor. On receipt of his report the documents would be considered for agreement at the next meeting and submitted to the External Auditor. The Council received a request from the External Auditor requested for an intermediate level procedure consisting of:

1. if the authority acts as a sole managing trustee of a local trust or trusts, the charity commission filing documents submitted during 2021/2022 in respect of the 2020/2021 reporting year
2. if the 2020/2021 external auditor report included any 'except for' matters and an agreed plan showing the corrective action taken to address these matters
3. if the authority has income or expenditure of more than £2,000,000, the detailed internal audit report regardless of whether there were issues of recommendations raised

The chairman raised the request with the external auditor and none applied to the Parish Council who were advised to put a brief note in to that effect when submitting the Agar to them

478/2022

COMMUNITY PROJECTS UPDATE:

Durban Lane Pond: The chairman and Cllr Gilliam had recently met with Council officers at the Durban Lane Pond to discuss future works. Cllr Gilliam reported both sides of the pond had been spread with soil and seeded which was being monitored. It was suggested by officers that along the bare bank a row of water plants would be planted to soften the look and to act as a buffer against the return of the reeds. Future works to include more planting and definition of the pond. Whilst at the pond Cllrs had spoken to residents regarding the duck house, which had been removed because of the poor condition. Basildon Council provided details of a similar Duck House. Proposed by Cllr Downton, seconded by Cllr Gilliam to ask Basildon Council to purchase and install a new duck house and invoice on receipt - **Agreed**

479/2021

FINANCE:

1. Monthly Bank Reconciliation
2. Monthly Budget Sheet
3. Noted Receipt of 2021 – 2022 VAT reclaim £2179.68
- 4.

April/May Payments BACS
Bluestone Planning Grant Funded Invoice - £2,628.00
Zoom Annual Subscription Auto Renewal - £143.88
BHIB Annual Insurance - £905.25
DM Payroll - £84.00
EALC and NALC Affiliation Fees 2022 - 2023 - £620.81

Members considered items 1- 4 Proposed Cllr Gilliam, seconded by Cllr Daft – **Agreed**

480/2022

PLANNING APPLICATION:

22/00401/FULL Location: 39 Crouch Street, Noak Bridge

Replacement of four external windows

Cllr Cottrell reported having looked at the application the window plan was in keeping with the conservation area management plan and article four direction - **No Objection**

TO NOTE APPLICATION DECIDED:

None

481/2022

COMMUNITY LITTER PICK:

The resident who requested the litter pick put forward Saturday 11th June at 11.00am
The date was agreed by the Council

482/2022

BOROUGH/COUNTY COUNCILLORS' REPORT:

Cllr Ball reported on the Ukrainian family homes scheme in Essex, 600 people including 200 children had been matched. Applications were being processed many spoke English from as young as 7 years.

A three year investment of ½m in Essex Libraries and a stories library strategy, fit for a 23rd century literary for success in reading to be followed by improvement in Mathematics

Cllr Ball reported on the recently improved A176 roundabout that had received complaints on the signage and road marking. The roundabout was being monitored by Highways and Cllr Sargent had received and referred a number of resident complaints to ECC Highways

Cllr Allen reported on the £150 Council Tax refund from Government for residents on band A-D Those on Direct Debit will have the refund debited into their accounts. A form will need to be completed by those not on Direct Debit, link to the form will be posted on Basildon Council website

483/2022 **TO NOTE CORRESPONDENCE RECEIVED:**
Correspondence was noted

484/2022 **DATE OF NEXT MEETING:**
AGM Tuesday 24th MAY 2022

There being no further business the Chairman closed the meeting at 9.20pm

Signed

Chairman.....

Date.....