



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON THURSDAY 21st SEPTEMBER 2023 at 7.00pm**

CHAIRMAN: Cllr Terri Sargent

CLLR'S PRESENT: Cllr Christopher Bateman; Cllr Mark Cottrell

ALSO PRESENT: Essex County Cllrs; Tony Ball; Malcolm Buckley

98/2023 APOLOGIES FOR ABSENCE:

Cllr Jacqui Dowton; Cllr Lynn Gilliam; Cllr Paul Daft; Cllr Stuart Allen

99/2023 DECLARATIONS OF INTEREST:

To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda item. None declared

100/2023 MINUTES OF PREVIOUS MEETINGS:

To receive and agree the minutes of Noak Bridge Parish Council held on 8th August 2023, proposed by Cllr Bateman, seconded by Cllr Cottrell that the minutes are a true and accurate record of the meeting and signed by the chairman - **Agreed**

101/2023 NEIGHBOURHOOD PLAN PRE-SUBMISSION CONSULTATION:

The Council considered the Draft Neighbourhood Plan, Design Guide, Character Appraisal and Local Green Space Assessment and to hold the Regulation 14 consultation period from 25th September until 20th November 2023. Proposed by Cllr Bateman, seconded by Cllr Cottrell - **Agreed**

102/2023 BASILDON COUNCIL - NOAK BRIDGE CONSERVATION AREA CHARACTER APPRAISAL AND MANAGEMENT PLAN CONSULTATION:

The Council noted the Noak Bridge Conservation Area Character Appraisal and Management Plan consultation from 25th September

103/2023 CROUDACE DEVELOPMENT PROPOSAL:

The Council noted Croudace Homes consultation events held on 6th and 7th September 2023

104/2023 CONCLUSION OF AUDIT 31 MARCH 2023:

The Council considered the External Auditors report and certificate of the Conclusion of Audit for year-end 31 March 2023 which is published on the website. An except matter was raised regarding the signing of the AGAR as chairman and RFO. The External Auditor require the Council to ensure an RFO is appointed in line with section 151 of the Local Government Act 1972 as soon as possible

105/2023 APPOINTMENT OF RESPONSIBLE FINANCE OFFICER:

In response to the Conclusion of Audit, to appoint an RFO as soon as possible, the chairman had prepared an advertisement and made clear the RFO post would be fully costed as £10,000 was in the budget for salaries. Following a debate, the appointment of a clerk was raised, this post is not in the budget or in need of immediate action. The post of clerk would need to be planned, fully costed, and budgeted for. The chairman spoke of the amount of work and hours involved. It was agreed to defer the RFO item for agreement at the next meeting

106/2023 COMMUNITY PROJECTS UPDATE:
Durban Lane Pond: The duckboard and anchor have been installed
Coppice Lane Pond: The maintenance work has been completed
The Saling Green and Bridge Street Signs: The two metal signs have been refurbished

107/2023 FINANCE:
Council to consider:
Grant to Essex and Herts Air Ambulance
Monthly Bank Reconciliation
Monthly Budget Sheet
August and September payments

Bluestone Planning - £5475.00
BT CCTV - £173.47
Duck Board with Anchor - £334.00
PKF External Audit - £378.00
Microsoft Annual Subscription - £79.99 - card payment
Coppice Lane Pond Maintenance - £432.00
CB Landscapes Metal Plate Signs Refurbishment - £280.00
Printer Cartridges and Paper - £80.12 - card payment

Member considered the items, proposed by Cllr Bateman, and seconded by Cllr Sargent - **Agreed**

108/2023 PLANNING APPLICATIONS:
None
PLANNING APPLICATION DECIDED:
23/00543/COND Location: Barleylands Farm, Barleylands Road
Approval details reserved by condition(s) 4 (Site Characterisation), 5 (Site Investigation)
6 (Remediation Scheme) & 8 (asbestos survey) of planning permission ref. 22/00195/FULL -
Granted

109/2023 PUBLIC PARTICIPATION 15 MINUTES:
A resident raised an issue that the bus company had not notified residents of the 300 Bus being re-routed during recent roadworks along wash Road and Barleylands Road

110/2023 BOROUGH/COUNTY COUNCILLORS REPORT
Cllr Ball reported on the Essex schools in Basildon with RAAC problems, there were only 3 schools, resolution works were underway
The Essex Waste Strategy consultation is on the County website

111/2023 TO NOTE CORRESPONDENCE RECEIVED:
A letter had been received notifying the Council that on 1st September BHIB Councils Insurer would retire the name, brand and website and would start trading as Clear Councils
A letter had been received from Essex & Herts Air Ambulance requesting for a grant. Cllr Cottrell proposed a £100.00 grant, seconded by Cllr Bateman - **Agreed**
A grant request letter has also been received from Basics Essex, an emergency medical charity detailing the voluntary lifesaving service they provide. No decision was made

112/2023 DATE OF NEXT PARISH COUNCIL MEETING:
TBC

There being no further business the Chairman closed the meeting at 8.30pm

Signed

Chairman.....

Date.....