



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON THURSDAY 19th MARCH 2024 at 7.00pm**

CHAIRMAN: Cllr Terri Sargent

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

Before starting the meeting, the chairman spoke of the sad passing of the Mayor of Basildon Council Luke Mackenzie and recalled him attending the Kings Coronation Big Help Out Volunteer Litter Pick in June last year. He awarded medals to all attendees before joining the litter pick. Our thoughts and prayers are with his family and friends. A minute silence was held

33/2024 APOLOGIES FOR ABSENCE:
Cllr Stuart Allen; Cllr Malcolm Buckley; Cllr Tony Ball

34/2024 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

35/2024 MINUTES OF PREVIOUS MEETINGS:
To receive and agree the minutes of Noak Bridge Parish Council held on 29th FEBRUARY 2024. The minutes are a true and accurate record of the meeting - **Agreed** and signed by the chairman

36/2024 NEIGHBOURHOOD PLAN CONSULTATION:
The chairman reported a meeting was held between the Steering Committee and consultant to look at the consultation responses. The consultant is formulating the proposed changes and will get them back to the Steering Committee for approval

37/2024 REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS:
The Standing Orders and Financial Regulations were deferred to the next meeting

38/2024 WORKING WITH LOCAL COUNCILS' POLICY:
The chairman to circulate the Basildon Council, Working with Local Councils policy to members

39/2024 NOAK BRIDGE LITTER PICK GROUP:
A resident sought costs of equipment and public liability insurance from the parish council as a project to set up a Litter Pick Group. A start up budget of £750 was proposed, the council agreed to purchase the equipment and meet a one-off public liability insurance cost. The funding would be met by the small grants budget. Proposed by Cllr Bateman, seconded by Cllr Gilliam - **Agreed**

40/2024 DESIGNATION OF PARKS AND COUNTRYSIDE SITES:
The chairman reported, Basildon Council Cabinet are due to designate a number of parks and countryside sites within the borough. Noak Bridge Nature Reserve is one of the sites and once designated it will be included in the Neighbourhood Plan

41/2024 APPOINTMENT OF INTERNAL AUDITOR:
To agree the appointed Internal Auditor fee of £180.00, proposed by Cllr Bateman, seconded by Cllr Gilliam - **Agreed**

42/2024 D-DAY COMMEMORATION 6TH JUNE 2024:
The chairman reported the community event group were planning the fish and chip supper event for Friday June 7th. Work was underway to organise the Lighting of the Beacon ceremony

43/2024 BANKING ARRANGEMENTS AND SIGNATORIES:
Cllr Daft reported that Cllr's would have to meet with the Metro Bank business manager to discuss the type of bank account required

44/2024 PARISH COUNCIL ELECTIONS:
The chairman reported the Notice of Election was to be posted on Friday 22nd March 2024 Candidates to deliver nomination papers to Basildon Council not later than 4.00pm 5th April

45/2024 PROPOSAL FOR FUTURE MANAGEMENT OF CCTV:
The Council reviewed the proposal from Basildon Council to manage the CCTV on behalf of the parish council. A one-off cost of £820.21 was considered to set up transmission from the Pharmacy to the Basildon Centre using a router and a 4G SIM card. A Service Level Agreement for ongoing annual costs for a 4G SIM card transmission/data of £420.00 and annual maintenance of 2 x routine visits per year and unlimited callouts£249.00. Proposed by Cllr Dowton to accept the costs, seconded by Cllr Cottrell - **Agreed**

46/2024 FINANCE:
The Council noted an EALC Training Refund (Bursary) - £180.00
The Council considered:
Monthly bank reconciliation
Monthly budget report
March payments

Bluestone Planning - £ awaiting invoice
Noak Bridge Community Events Group - £1,000.00
NBCA Village Hall Hire for - £50.00
A&DP Planning Consultant Planning Application Response Fee - £1,152.00

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

47/2024 PLANNING APPLICATIONS: None

48/2024 PUBLIC PARTICIPATION (15 MINTUES MAXIMUM):
A resident reported a large pothole in Wash Road outside Norfolk House
A resident asked why the Council were funding a Litter Pick group when litter picking was a function of Basildon Council. It was explained the group wanted to set up a litter pick on a more regular basis the same as many other groups over the borough including Laindon Litter Pickers

49/2024 BOROUGH/COUNTY COUNCILLORS REPORT. None

50/2024 TO NOTE CORRESPONDENCE RECEIVED: Noted

51/2024 DATE OF NEXT PARISH COUNCIL MEETINGS:
Tuesday: Annual Parish, April 16th; AGM, May 21st, 2024

There being no further business the Chairman closed the meeting at 9.10pm

Signed
Chairman.....

Date.....