



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON TUESDAY 17th September 2024 at 7.00pm**

CHAIRMAN: Cllr Mark Cottrell

CLLR'S PRESENT: Cllr Jacqui Dowton; Cllr Paul Daft.
Cllr Christopher Bateman; Cllr Terri Sargent (acting clerk)
Cllr Lynn Gilliam; Cllr Peter Hawkins

ALSO PRESENT: Cllr Stuart Allen; Cllr Tony Ball

108/2024 APOLOGIES FOR ABSENCE:
Borough Cllr Alex Myers; ECC Cllr Malcolm Buckley

109/2024 CO-OPTION OF PARISH COUNCILLORS:
Cllr Cottrell proposed the co-option of Lynn Gilliam and Peter Hawkins, seconded by Cllr Bateman - **Agreed**. The new Cllr's were welcomed onto the parish council
Cllr Gillam and Cllr Hawkins duly signed the Declaration of Acceptance of Office.
Cllr Hawkins left the meeting

110/2024 DECLARATIONS OF INTEREST:
To receive any declarations of disclosable pecuniary interests or other registerable interests by Members relating to any agenda items. No declarations were given, new members have 28 days to sign the Register of Interest

111/2024 MINUTES OF PREVIOUS MEETINGS:
To receive and agree the minutes of Noak Bridge Parish Council held on 16th July 2024. The minutes are a true and accurate record of the meeting - **Agreed** and signed by the chairman

112/2024 NEIGHBOURHOOD PLAN CONSULTATION:
Cllr Sargent reported, the final screening reports on the Strategic Environmental Assessment and Habitats Regulation Assessment would soon be received from Basildon Council along with the results of the consultation. Once received they will be published on the PC website. Basildon Council will then review the Neighbourhood Plan and associated documents and then carry out a six-week public consultation. In the meantime, an independent Inspector will be appointed to carry out the inspection of the Neighbourhood Plan

113/2024 BANK ACCOUNT UPDATE:
The chairman reported he had contacted Metro Bank to set up a bank account. Three signatories were required and agreed Cllrs Cottrell, Daft and Bateman as signatories. Once the account is set up, money would be transferred from the Santander account into the new account. Cllr Sargent proposed that the Chairman be appointed the parish council official to operate the bank account, seconded by Cllr Daft - **Agreed**

114/2024 COMMUNITY PROJECTS UPDATE:
Cllr Dowton reported the Christmas tree lights contract was set up and ready to go. The chairman is dealing with ECC Highways for permission to install electrical sockets on three streetlamps to power the tree lights. The removal of an existing Parish Council tree and the purchase and planting of a new tree was discussed and will be reported back at the next meeting
A resident informed the PC he would like to apply for funding to clear the Handleys Chase Pond and to provide a new Duck House. The pond is the responsibility of a Handleys Chase management company who were carrying out some works to the pond. The resident was advised to complete a funding application form and return to the PC

- 115/2024 DEVELOPING A COUNCIL PLAN:**
Members considered developing a parish council plan to include priorities and projects and set out how they would be delivered over the next three years. A Parish Plan steering committee to be set up to take the plan forward. All councillors welcome and hopefully residents may be encouraged to join
- 116/2024 SOCIAL MEDIA PLAN:**
Cllr Dowton reported she had been posting messages on the parish council Facebook Page checked by the chairman. The parish council adopted a social media policy in September 2022
- 117/2024 CCTV UPDATE:**
Cllr Sargent reported once the CCTV broadband system was replaced with a sim card the three CCTV cameras could be viewed and reviewed from the Basildon Centre. The final elements of the work would be completed in early October. The two CCTV signs have been replaced with the Basildon Council corporate standard CCTV sign and with the Noak Bridge Parish Council Logo displayed
The process and policy for the CCTV will be published when received
- 118/2024 GUESTS FOR FUTURE MEETINGS:**
The chairman reported that once or twice a year guests would be invited to speak at meetings, time permitting. The Annual Parish is also a good time to invite guests that would appeal to residents
- 119/2024 CLERK UPDATE:**
The chairman to review and update the clerk advert and advertise on the EALC website
- 120/2024 NEWSLETTER:**
The newsletter had been delayed as the news items had been ongoing and not completed. As soon as the items are ready, they will be featured in the forthcoming newsletter
- 121/2024 EXTERNAL AUDIT UPDATE:**
The chairman reported the Conclusion of Audit had been received and the PC were in the process of appointing an RFO. Audit documents are published on the website and notices boards as required
- 122/2024 FINANCE:**
Council to consider:
Monthly Bank Reconciliation
Monthly Budget Sheet
August/September Payments
- | |
|---|
| Bluestone Planning - £0 |
| Village Hall Hire Co-option Interviews x 2 - £75.00 |
| EALC Councillor Training - £240.00 |
| PKF Littlejohn External Audit Fee - £252.00 |
| John Lewis Office 365 Software - £79.99 |
| BT Broadband - £218.80 |
| ICO Data Protection - £40.00 |
| Hall Hire September Meeting - £50.00 |
- Member considered the bank reconciliation, budget and payments - **Agreed**
- 123/2024 FEEDBACK ABLC AGM MEETING:**
Cllrs Cottrell, Bateman and Daft attended the ABLC AGM and reported favourably on the event. The Police gave an excellent presentation outlining statistics and types of crime
It was a good networking opportunity with other Local Councils

124/2024 PLANNING APPLICATIONS: None

PLANNING APPLICATIONS DECIDED:

24/00766/FULL/FULL, 105 Crouch Street, Noak Bridge

Demolish existing rear conservatory and construct a new single storey rear family room extension - **Granted**

125/2024 BOROUGH/COUNTY COUNCILLORS REPORT:

Cllrs Ball reported on the Parliamentary, ECC and Ward boundary changes

Gavin Jones Chief Executive of ECC was retiring

£25million pounds has been set aside by ECC Highways for road surfacing

Cllr Allen reported on a Motion on the cut in the winter fuel allowance brought to Council by

Cllr Sargent. As a result of the fuel allowance cut Basildon Council administration had granted

£100,000 of council taxpayer funded money to fund applicants of 1,000 homes the sum of £100.00

A consultation on Basildon Council waste service was taking place

Westgate Centre had been purchased by Basildon Council administration to build a stadium

Cllr Sargent reported that the cut in the winter fuel allowance would affect over 27,000 elderly

residents in the Basildon Borough who did not qualify to claim benefits to help support them through

the winter with their heating bills. Those residents would struggle to find the money to keep warm

and to eat suitably. Charities would be relied upon to help provide warm hubs with the option to seek

help from food banks

126/2024 PUBLIC PARTICIPATION (15 MINUTES MAX):

A Litter Pick was due to take place the following Sunday

New posts had been installed on the grass verge in Durban Lane

A resident reported that maintenance was necessary on the Coppice Lane Pond and a group of

residents were willing to join forces and volunteer their help. A pond meeting was taking place in the

village hall with Cllr Sargent, Rob Baker, Basildon Council manager, members of the group and

residents were welcome to attend

Residents acknowledged the slip road on the A127 had been resurfaced and was greatly appreciated

127/2024 TO NOTE CORRESPONDENCE RECEIVED: Noted

128/2024 DATE OF NEXT MEETING:

22nd October 2024

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

Signed

Chairman.....

Date.....