



North Weald Bassett Parish Council

Parish Hall at Thornwood Common, Weald Hall Lane,
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Clerk to the Council.
Susan De Luca

1st September 2021

TO: ALL COUNCILLORS

NOTICE OF MEETING

You are summoned to attend a Meeting of the Parish Council which will be held on Monday 6th September 2021 at 6.30pm to transact the business shown in the Agenda below.

This meeting will be held in the Thornwood Common Parish Hall, Weald Hall Lane, Thornwood, with any necessary social distancing measures in place. Public attendance may be limited based on the numbers of people who may wish to attend and to ensure compliance with COVID secure measures. Councillors and Residents may be asked to wear face coverings when attending the meeting, however they may be removed whilst seated.

MEMBERS ARE ASKED TO NOTE THAT THE MEETING WILL COMMENCE AT 6.30PM WITH COUNTY AND DISTRICT COUNCILLOR CHRIS WHITBREAD, TOGETHER WITH ANDREW MARX WHO WILL GIVE MEMBERS A PRESENTATION ON PLANNING ENFORCEMENT MATTERS. MEMBERS ARE THEREFORE ASKED TO ENSURE THAT THEY SEND ANY QUESTIONS THAT THEY HAVE TO THE CLERK BY THURSDAY 2ND SEPTEMBER, SO THAT THESE CAN BE FORWARDED ON TO CLLR WHITBREAD AND THE PLANNING ENFORCEMENT TEAM.

Susan De Luca
Clerk to the Council

PLEASE NOTE TIME OF THE MEETING

Members of the public and press are invited to attend this meeting

AGENDA

1. APOLOGIES FOR ABSENCE

To *RECEIVE* any apologies for absence.

2. OTHER ABSENCES

To *NOTE* any absences for which no apology has been received.

3. CONFIRMATION OF MINUTES 🖐

📄 To *APPROVE*, as a correct record of following:

- the Minutes of the Meeting of the Parish Council held on 5th July
- and to *NOTE*
- the Minutes of the Environmental Committee held on 19th July
- Remembrance Sunday Working Group held on the 3rd August

All of the above are attached at *Appendix 1*.

Meeting: PARISH COUNCIL

Date 6th September 2021

4. DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members.

A Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non Pecuniary or Other Pecuniary Interest, and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

To **RECEIVE** questions from members of the public for a period determined by the Chairman of the Meeting. **Please NOTE the Clerk may have to note questions and respond to them after the Meeting.**

6. REPORT OF THE CLERK

Members are asked to **NOTE** that all staff have been working on all items within this Agenda. If any Councillor wishes further information on any item please do not hesitate to contact the Clerk or a Member of the Parish Council Staff for further updates. NOTE: Any Member wishing to have a communication brought to the attention of the Council should give prior notification to the Clerk.

7. REPORTS & MEMBERS REPORTS

MEMBERS ARE REMINDED THAT THEY ARE ASKED TO SUBMIT A WRITTEN REPORT TO THE CLERK WHICH CAN BE DISTRIBUTED TO OTHER COUNCILLORS. THIS WILL ENABLE THE MEETING TO RUN EFFICIENTLY AND EFFECTIVELY. COUNCILLORS WILL THEN BE ABLE TO BRING UP ANY POINTS THAT THEY FEEL ARE RELEVANT TO THE PARISH COUNCIL AND ASK QUESTIONS OF THE COUNCILLOR WHO HAS SUBMITTED THE REPORT.

To **RECEIVE** any reports from Members who wish to give a report and/or who are representatives on Committees, Working Groups, Outside Bodies, and other meetings that Members or the Clerk have attended and which, **if available**, will be reproduced at **Appendix 2** if they have been submitted by Members for inclusion, as follows:

- a) Chairman's Report – verbal report
- b) Vice Chairman's Report – verbal report
- c) District & County Councillors Reports - District Councillors are invited to submit a written report if they are unable to attend the Parish Council Meeting
- d) Parish Councillors - verbal reports will be received if no written report has been submitted

*- The Clerk has received a request from Cllr Mulliner in his position as Chairman of North Weald Village Hall regarding the Parish Council Parking Spaces at Weald Common. He has asked whether or not the Parking Spaces could have a timed element placed on them. The Clerk has looked into this and the only way this could be done is if a sign is put up to say that cars should only be parked there for a specific allowed time for example 2 hours, however there would be no one to enforce this. Members are asked to **CONSIDER** this request.*

- e) Queens Hall Charity Report – verbal report
- f) Neighbourhood Plan Report – verbal report
- g) EFDC Local Plan Report – verbal report
- h) Highways Report –
- a) There is an Item on the Agenda under '**Building Back Better**' that the Clerk will refer to in relation to Highways Devolution.

b) The Parish Council has been advised that a local business would like to sponsor the Talbot Roundabout, Members are asked to confirm that they would be content to put this request forward.

8. FINANCIAL REPORTS

a) **List of Cheques & Monthly Statement of Accounts** - To **APPROVE** the lists of payments which have been made up to the 31st July & 31st August 2021 and **NOTE** the account balances at the end of the month - **this list will be circulated prior to the Meeting.**

b) Internal Audit

Members are advised that the Internal Auditor will be in attendance on Friday 12th November to carry out the first part of the Internal Audit.

c) External Audit

Members are advised that the PKF Littlejohn has completed the limited Assurance Review of the Parish Council External Audit and AGAR for the year ended 31st March 2021 with all documentation being in order and no matters to report.

A Notice of Conclusion of Audit has been placed on the Noticeboards (1 each in North Weald, Thornwood and Hastingwood) and on our Website as required.

Copies of all documentation received are attached for Members perusal at **Appendix 3.**

9. BUILDING BACK BETTER

 The Government is telling us that Covid 19 has not disappeared, but that we all have to prepared to live with the disease for 'Many years to come'. As Councillors will recall the Clerk has used the phrase 'GOING FORWARD' however the preferred phrase seems to be Building Back Better. When you research this, you can understand why this phrase has been used and no one really wants to go back completely to old ways.

A series of Reports are attached at **Appendix 4** for Members perusal. After which Members are asked to make a number of decisions.

10. ANTI SOCIAL BEHAVIOUR, VANDALISM & PARISH WARDEN

a) Members will recall that there has been in an increase in Vandalism and Anti-Social Behaviour within North Weald Village and also some in Thornwood over the last couple of years. Residents are becoming increasingly concerned at this type of behaviour. Early in July the Clerk was contacted by some residents regarding this matter, in turn the Clerk contacted Essex Police and also EFDC and EFDC Safer Communities. A number of things have happened behind the scenes, however in collaboration with June at Village Life a small working group was held on the 13th August where it was agreed that:

A Meeting would be held on the 17th September at 7pm in North Weald Village Hall

It would be a **Meeting For The Residents By The Residents To Discuss Their Concerns.**

The Clerk, Chairman, Cllr Mulliner and Cllr Bedford were also in attendance and advised that they felt that the Parish Council would be content to act as a Meeting Facilitator in that they would arrange to pay for the venue, advise the relevant authorities – ie the Police and EFDC Safer Communities of the Meeting and invite them to attend, undertake any photocopying and putting Posters up on Parish Noticeboards advertising the Meeting. Those present agreed that this would be the correct way forward, and that it would be up to residents to attend the meeting and take their concerns up directly with the Police and Safer Communities.

Meeting: PARISH COUNCIL

Date 6th September 2021

June from Village Life would advertise the Meeting on her Social Media, as would the Parish Council. The Parish Council would also ask David Jackman to issue a Press Release advertising the Meeting.

b) Following the Working Group Anti-Social Behaviour continues, the type of anti-social behaviour has been widely advertised on Social Media over the last two months and has included :

- Harm To A Person
- Damage To Property
- Vandalism
- Box of Old Rotting Animal Carcasses Left At Bus Stop
- Smashed Noticeboards
- Littering
- Damage to Trees
- Damage to Fences
- Graffiti
- New Basket Swing In Children's Play Area Cut With Knife
- Drug Offences at Various Places
- Drone Flying

The Majority of these have been reported to the Police if they occurred on Parish Council Property or to Parish Council Property. Members are reminded that we have £2,000 in Reserved Funds towards a 'Police Presence' for the Parish. Members are asked to consider if they may wish to add to these funds either by way of a 'virement' or in another way, to consider whether or not the appointment of a Parish Warden may be an answer to this.

We are also having the hedge cut at Weald Common to ensure 'good visibility and also at Thornwood Common.

11. DOG BINS – ADDITIONAL EMPTYING & ADDITIONAL DOG BIN REQUEST

 The Parish Council has been advised that **ELEVEN** of the Fourteen Parish Council Dog bins seem to be becoming increasingly full. They have been monitored by the Parish Council and also the Dog bin emptying company and it does seem to be the case. We do not know if this is because there has been an increase in people getting more dogs since lockdown or whether it is because more people now work from home and walk their dogs more. However what it does mean is that we have had a fair number of complaints this year about bins being full to overflowing. A schedule is included at **Appendix 5** for Members however please note the highlighted items that are referred to is yellow not pink, also not all the bins are the PC's responsibility therefore we do get some reimbursements. A further verbal report will be given at the meeting. Members are further advised that we have received a request for an addition bin from a resident for a bin as follows:

"Could there be an additional dog bin at the Black Horse Lane end of the path down to the school? It seems that anyone with a dog will not walk down to the other bin, and they just leave any mess there. It cannot be good for the children who have to avoid it."

Members are asked to **CONSIDER** the above.

12. RE-DEDICATION OF THE NORWEGIAN STONE

 Following on from earlier discussions with Members about the possible re-dedication of the Norwegian Stone which was installed almost Seventy Years ago on the 19th June 1952. A possible date for the re-dedication would be **Sunday 19th June 2022**. Unfortunately we are unable to hire the North Weald Village Hall for a Buffet Lunch on this date, however we have provisionally booked the Parish Hall at Thornwood.

Meeting: PARISH COUNCIL

Date 6th September 2021

If possible, we would also like to look at the possibility of rededicating the Parish War Memorial in St Andrew's Churchyard as this was 100 years old in 2019, however due to the problems with Covid etc. this did not happen. The Clerk will also investigate the possibility of doing this at the same time. Some details of the Re-Dedication on the 50th Anniversary are attached at **Appendix 6**.

13. REMEMBRANCE SUNDAY EVENTS 2021

Members are advised that plans are all in hand for the Remembrance Sunday Events. Remembrance Sunday Date this year is **Sunday 14th November 2021**. We are pleased to announce that the Vicar and also a Bugler has been confirmed for the Debt of Honour/Norwegian Stone. All other details are as per the attached schedule as shown on **Appendix 7**. Members are reminded that if they are attending the luncheon to please send their responses back as soon as possible. It is the Clerks understanding the Royal British Legion will be organising the Service at the Parish War Memorial in St Andrew's Church themselves this year, and no assistance is needed from the Parish Council.

14. DEBT OF HONOUR

The Clerk has received Notification from Darren Goodey at Epping Forest District Council that works will shortly be undertaken at the Debt of Honour. Members are also asked to note that the Parish is still awaiting the SLA.

15. PARADE OF SHOPS

Members are advised that a request was sent to the owner of the property and also the Co-op regarding the concerns of a number of residents in relation to the soffits that are underhanging the parade of shops. Concern had been expressed that some persons who visited the shops were concerned for their own safety and also as to the environmental risk. The Clerk had contacted Environmental Health at EFDC and also the property owners. It is understood that action is being undertaken to rectify the matter.

16 STREET CLEANING NORTH WEALD VILLAGE

Concern had been expressed that the regular Street Cleaner who had left in July would not be replaced with a cleaner who would undertake cleaning on the usual basis and would be replaced with a cleaner who only attended once every 14 days.

The Parish Council has now had it confirmed that this is not the case. An email has been received stating

"The waste management team are not aware who has informed the Parish regarding having the Road Sweeper attend relevant roads in North Weald at least 4 times a week and that they would be only getting an operative attending once every 2 to 3 weeks. However, we have noticed that the Parish Council made an enquiry on the 14th July to the call centre who advised that cleansing took place on the High Road, North Weald every other Friday as this is what is showing on whitespace, we have asked BIFFA to correct this to show a daily.

The daily schedule for the High Road should run from Church Lane to Blackhorse Lane whilst other roads in the area are fortnightly and there has been no change to this.

In the first instance please use this email address wastemanagement@eppingforestdc.gov.uk for any waste related matters but if you have any issues getting a response or resolving an issue, please feel free to email myself.

I apologise for any confusion caused."

Therefore the Clerk is happy to confirm that the roads in North Weald Village will be cleansed as per the above.

17. COMMUNITY EVENTS 

The Clerk is pleased to announce the Community Open Evening Events will be held on the following dates:

North Weald Village

Friday Evening 24th September 6.30pm to 8.30pm

Thornwood Village Hall

Saturday Morning 25th September 10am to 12.noon

Hastingwood Village Hall

Saturday Afternoon 25th September 2pm – 4pm

We will have a list available for you of what the Sessions will comprise of. However there will be a rolling slide show of ‘What the Parish Council Has Done’ & Each Session will have its own Parish Council Ward Councillors Surgery, Local Plan Stand, Neighbourhood Plan Stand and Lots More.

18. PARISH GARDEN SPONSORSHIP

Members are advised that this year we have Six Sponsors for the Garden at the front of the Parade of Shops, and the payment for each Sponsor is £100, thereby making a total of £600. The North Weald Bassett Preservation Society takes care of the small box garden at the flagpole by supplying all the plants and all weeding ie full maintenance. In exchange they are provided with an annual plaque.

19. VARIOUS ITEMS FOR NOTING

- a) **COMMUNITY GARDEN LAUNCH WHEELERS FARM GARDEN ALLOTMENTS**
- b) **EALC AGM – TO BE HELD VIA ZOOM THURSDAY 23RD SEPTEMBER WHOLE DAY**
- c) **COLLECTION POINTS FOR DONATIONS FOR AFGHAN REFUGEES IN DISTRICT – IS THERE A POSSIBLE COLLECTION POINT IN NORTH WEALD BASSETT PARISH**
- d) **FLAGPOLES – THE CLERK IS STILL GETTING COMPETITIVE QUOTES**
- e) **HASTINGWOOD MEETING**
- f) **PARISH POLICE OFFICER – PC ANDY COOK IS STILL OUR POLICE OFFICER**
- g) **FORMAL OPENING OF CYRIL HAWKINS CLOSE**
- h) **THORNWOOD OPEN GARDEN EVENT - £4,709 RAISED AND PC THANKED FOR THE HALL FACILITIES AND CAR PARK**

20. EXCLUSION OF THE PUBLIC AND THE PRESS 

In the event that the Agenda contains Exempt (pink) pages, or an item needs to be discussed confidentially, to **CONSIDER** the following motion to be proposed by the Chairman:

“That the public and the press be excluded from the meeting, 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. However an item may be placed in the Confidential part of the meeting so long as it is accordance with the Statutory Guidance.

There is ONE confidential item to be considered