

BUCKHURST HILL PARISH COUNCIL

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CLERK TO THE COUNCIL
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26 September 2020

A meeting of the Parish Council will be held at **07.00 pm** on **Thursday 1st October 2020**, via **ZOOM**, and you are hereby summoned to attend. Members of the public and press are invited to be present and the following business will be transacted.

Mrs E.P. Petyt-Start

Clerk to the Council

A G E N D A

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
2. **DECLARATIONS OF INTEREST**
To receive declarations of interest from Members in any item on the agenda, in accordance with the Members Code of Conduct. The Code of Conduct requires Members who have declared a pecuniary interest in an item to withdraw from the room whilst that item is being considered.
Members of the Council are subject to the Council's Code of Conduct, Localism Act 2011.
3. **PUBLIC PARTICIPATION**
To hear representations from members of the public

The maximum time allowed for this item is 15 minutes, at the close of this item members of the public will no longer be permitted to address the Council.
4. **DISTRICT AND COUNTY COUNCILLOR PARTICIPATION**
To hear representations from District and County Councillors

The maximum time allowed for this item is 15 minutes, at the close of this item councillors will no longer be permitted to address the Council
5. **MINUTES**
To approve as a correct record and authorise the Chairman to sign the Minutes of the Annual Council Meeting held on 16 July 2020, circulated previously.
6. **MINUTES OF COMMITTEES**
The minutes of the following committee meetings were noted:
 - **Finance & Establishment:** 10 September
 - **Planning & Environment:** 30 July, 13, 27 August, 10, 24 September
 - **Recreation & Community:** 2 July, 24 September
7. **CHAIRMAN'S AND CLERK'S COMMUNICATIONS**
To receive communications from the Chairman of the Council, or the Clerk to the Council. Please note that no decisions can lawfully be made under this item, as that business must be specified on the agenda.

8. **REPRESENTATIVES TO OUTSIDE BODIES**
To receive reports on any meetings attended.
9. **FINANCE**
 - a) To note the Council's financial position of Central funds and personnel as at 30th August 2020, circulated.
 - b) To note the financial impact of COVID 19
10. **FORWARD PLAN**
To review the Forward Plan, circulated.
11. **POLICE REPORT**
To receive an update from Epping Forest Community Police Team
12. **CLIMATE CHANGE EMERGENCY**
To receive a proposal to declare a Climate Change Emergency
13. **RODING VALLEY HALL CAR PARK**
To discuss and agree the opening times for the Roding Valley Hall car park.
14. **COMMITTEES**
 - a) To consider/review the member requirement for the Planning and Environment Committee
 - b) Subject to discussion a) To appoint a new member(s)
15. **LOCAL COUNCILS AWARD SCHEME**
To discuss and provide decision upon applying for the Foundation Local Councils Award.
16. **ANNUAL RETURN**
To receive an update on the annual return and governance report for 2019/20.
17. **ESSEX HONOURS**
To note the request from the Chairman of the EALC to consider and support nominations of individuals for the National Honours scheme.
18. **POLICY REVIEW**
 - a) To consider and provide decision upon the approval of the draft Retention and Destruction Policy
 - b) To note the review of Standing Orders, Financial Regulations, and HR Policy.
19. **WOOLLARD CENTRE MAINTENANCE**
To approve the preferred contractor for Roof repairs at the Woollard Centre.
20. **FULL COUNCIL ITEMS OF CONCERN**
 - a) To note any items of concern from Councillors
 - b) To receive agenda items for next meeting