

BUCKHURST HILL PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING OF BUCKHURST HILL PARISH COUNCIL HELD AT 7.02pm on THURSDAY 24 NOVEMBER 2022 AT BUCKHURST HILL LIBRARY

PRESENT

Cllrs: Mr K Williamson (Chair)
Mr D Saunders (Vice Chair)
Mrs J Forker Clark
Mr S Heap
Mr R Kaul
Mr S Neville
Mr M Vance

In attendance: Mrs E P Petyt-Start (Clerk)
Mrs C Carroll (Locum RFO)

Press: Mr D Jackman (EEF)

1 member of the public

PRESENTATION OF GRANT CHEQUE TO VOLUNTARY ACTION EPPING FOREST

Presented by Cllr Williamson to Jacqui Foile (CEO VAEF)

Jacqui Foile thanked the BHPC for the grant and explained the how the funds will be used to create warm sessions locally.

063/22 APOLOGIES FOR ABSENCE

There were apologies for absence from Cllrs Chambers Bagshaw, Church and Weinberg.

064/22 DECLARATIONS OF INTEREST

There were no declarations of interest

065/22 PUBLIC PARTICIPATION

A member of the public spoke requesting urgent rectification of the failed street lighting in Walnut Way, The resident advised 3 out of the 7 lamps were out of order and areas of the close were currently pitch black.

Cty Cllr Vance agreed to progress the concern.

(the member of the public left the meeting at the conclusion of the this item)

066/22 DISTRICT AND COUNTY COUNCILLOR PARTICIPATION

Cty Cllr Vance gave an update on the work of the Essex County Council. He had received 178 enquiries in the past 18 months covering a varied range of resident issues. He noted the library improvements will be completed by the end of this financial year. Also that ECC are struggling to fill the budget deficit with a £2.1bn capital and revenue budget proposed for 2023/24.

067/22 CHAIRMAN'S AND CLERK'S COMMUNICATIONS

The Clerk reported Daiglen School would like to present community initiative ideas to Council in January and there had been a request of support from the BHPC to start for a community drop in session at the Woollard Centre.

Chair updated members on a FOI request and acknowledged the very good response provided from the office.

068/22 **MINUTES**

The minutes of the parish council meeting held on 29 September 2022 were agreed as a correct record and the Chair authorised to sign them.

069/22 **MINUTES OF COMMITTEES**

The minutes of the following committee meetings were noted:

- **Planning and Environment:** 4 August, 6 and 27 October
- **Accommodation:** 6 October

070/22 **REPRESENTATIVES TO OUTSIDE BODIES**

There was no report received of representations to outside bodies.

071/22 **LOCAL GOVERNMENT BOUNDARY COMMISSION REPORT**

- i) The consultation on the proposed ward changes with Epping Forest were noted, along with a brief discussion about devolution and its potential impact for the parish.
- ii) Members AGREED to provide comments to Chair who will collate and submit to EFDC

072/22 **WOOLLARD CENTRE CONDITION SURVEY**

Chair advised that the working party had met but the work on the condition survey was ongoing. Initial thoughts are to amalgamate the planned maintenance schedule in years 1 and 2, looking to renovate the centre and to commence with the main hall area.

073/22 **PARISH OFFICES WORKING PARTY**

Chair advised the working party is due to meet again and the work to provide a recommendation is ongoing.

074/22 **RISK MANAGEMENT**

The Council's Risk Register, as recommended by the Finance and Establishment Committee, was unanimously AGREED.

075/22 **BUDGET 2023/24**

(this item is listed in its agenda order but was brought forward in the meeting for efficiency to after 'Public Participation')

a) The budget for 2023-2024 as recommended by the Finance and Establishment Committee for the total expenditure of £474,818, net -£62,946 was unanimously AGREED.

It was noted and AGREED that the budget deficit should be covered by the transfer of funds from the general reserve.

Reference was made to the Ear Marked Reserves with it being noted these will be agreed by council after the current year end.

b) The precept for 2023–2024 as recommended by the Finance and Establishment Committee for £353,337, equivalent to Band D at £67.25, was AGREED

(Mrs Carroll left the meeting at the end of this agenda item)

076/22 **GRANT APPLICATION**

A grant application of £500 for the Buckhurst Hill Money Advice Service was UNANIMOUSLY AGREED.

The Clerk directed the budget for grants and donations had already been spent for this financial year 2022/23.

As a result, it was proposed by Cllr Williamson, seconded by Cllr Vance to virement funds from the Christmas Event budget 301-4444 to meet this expenditure.

This was UNANIMOUSLY AGREED.

077/22 **MEMORY CAFÉ**

Continuing support of the Memory Café by means of complimentary hire of the Roding Valley Hall once per month for the ensuing calendar year was UNANIMOUSLY agreed.

078/22 **COVID MEMORIAL**

Chair provided a progress update from the Working Party. It was AGREED to progress with plaques on the flower bed wall at Westbury Lane and to provide a wooden bench at the top of Queen's Road.

The inscription on each shall read:

'COVID19 PANDEMIC - To commemorate those who were lost, those who suffered and those that worked tirelessly to serve us. Buckhurst Hill Parish Council'

079/22 **CIVILITY AND RESPECT PLEDGE**

This Council RESOLVES

'By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role'

BHPC UNANIMOUSLY AGREED with the Pledge statements:

Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Our council has committed to training councillors and staff.

Our council has signed up to Code of Conduct for councillors

Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.

Our council will commit to seeking professional help in the early stages should civility and respect issues arise.

Our council will commit to calling out bullying and harassment when it happens.

Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme

Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

080/20 **FULL COUNCIL ITEMS OF CONCERN**

- a) Suggestion was made to create a collage of all the Christmas Card entries
- b) There were no items for the next meeting

There being no further business the meeting closed at 20.19PM.

Chairman

Date