

BUCKHURST HILL PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING OF BUCKHURST HILL PARISH COUNCIL HELD AT 8.00pm on THURSDAY 26 JANUARY 2023 AT BUCKHURST HILL LIBRARY

PRESENT

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

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

Press: Mr D Jackman (EEF)

16 members of the public

PRESENTATION OF GRANT CHEQUE TO BUCKHURST HILL MONEY ADVICE SERVICE

Presented by Cllr Saunders to Pauline Leadley (Centre Manager BHMAS)
Pauline Leadley thanked the BHPC for the grant and explained how the funds
will be used to help train volunteers to provide advice to people locally.

081/22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Chambers Bagshaw.

082/22 DECLARATIONS OF INTEREST

Cllr Heap declared a non-pecuniary interest in Item 11 by virtue of his grandfather's
ownership of the Daiglen School from 1929 to 1951.

083/22 PUBLIC PARTICIPATION

There was no public participation.
(two members of the public left the meeting at the conclusion of the this item)

084/22 DISTRICT AND COUNTY COUNCILLOR PARTICIPATION

Cllr Ken Williamson noted his involvement in air quality and anti-idling work
currently, with a particular focus around schools.

There was a lot of work going on between the EFDC and refuse contractor BIFFA
to correct the appalling situation with the interrupted and missed refuse collections.
Chair suggested he may write to BIFFA to highlight to problems for the parish
residents.

He noted the requirement of electors to provide photo ID when voting in May and
this will be communicated by EFDC Comms.

Cty Cllr Vance updated the meeting that i) a bus shelter contractor had been
selected but there would be no action for 9 months. He requested that the relevant
BHPC committee consider the purchase of a new bus shelter itself.

ii) there is a £2 single fare initiative across Essex and TFL in place iii) He still has
£5,000 in the Locality Fund. He was requested to provide criteria for distribution.

085/22 **MINUTES**

Following an adjustment to minute 65/22, the minutes of the parish council meeting held on 24 November 2022 were agreed as a correct record and the Chair authorised to sign them.

086/22 **CHAIRMAN'S AND CLERK'S COMMUNICATIONS**

The Clerk advised Council since the last meeting it had received two more FOI requests and one Internal Review from the same persistent resident requestor. She noted the officer time and legal service expense incurred to the council that these responses, with repeated requests require.

The Library will be closed for maintenance works for 8-10 weeks starting end of March, there is a concern for the provision of a library service for residents Council's staff during this period and. The Clerk is seeking to resolve both aspects of the closure.

The Ukraine Aid group have requested support again through use of the RVH car park for two hours one Saturday.

Cty Cllr Vance noted he'd offered Knighton Lane as a location for the Mobile library and Chigwell library will have extended opening hours.

Cllr Neville raised the point that Council meetings will need to take place elsewhere during the closure period. The Clerk confirmed this will be advised in due course once there are more known details and the Standing Orders will need to be changed.

087/22 **MINUTES OF COMMITTEES**

The minutes of the following committee meetings were noted:

- **Planning and Environment:** 15h December; 12th January
- **Recreation and Community:** 19th January

088/22 **FINANCE**

The Council's financial position of central funds and personnel as at 31 December was noted.

The RFO explained the current position on the transfer of bank accounts and the process of internet banking.

Cllr Vance requested electronic information is supplied so that members can cross reference the nominal ledger coding processing and checked by the finance officer and the RFO.

It was agreed to send all supporting information to Cllr Vance electronically and to have a review after the new internet banking processing had been embedded.

The Clerk explained the authorisation to spend process commences with the budget setting and the financial regulations underpin the management of Council's finances.

089/22 **REPRESENTATIVES TO OUTSIDE BODIES**

There was no report received of representations to outside bodies.

090/22 **FORWARD PLAN**

The Forward Plan was noted.

Cllr Vance had updated on the Bus Shelter item

091/22 **COMMUNITY SCHOOLS PROJECT**

(this item is listed in its agenda order but was brought forward in the meeting for

efficiency to after 'Public Participation')

- i) A Community Project proposal was received from a selection of pupils from year 5 and 6 of Daiglen School. The proposal included brightening the parish; making a difference to the environment, researching seed variety, planting seeds, attracting insects, creating a wild flower area. This was proposed for the area known as Donkey Green.
- ii) Council UNANIMOUSLY AGREED with the proposal outlined by the pupils and congratulated each of them on their presentation.
- iii) Cllr Saunders suggested there may be further community involvement from residents of Forest Place.

(fourteen members of the public left the meeting at the conclusion of this item)

092/22 COMMUNITY CAFÉ

A request was received for a free let, once a month, at the Woollard Centre to establish a Community Café.

Council AGREED to this provision and for the decision to be reviewed in twelve months.

093/22 RODING VALLEY HALL SUBSIDENCE SCHEDULE OF WORKS

- i) The Clerk presented the schedule of repair works report from the structural surveyor noting the value of the works and the excess of the insurance policy.
Note was also made of the cash settlement sum offered by the insurer.
- ii) A discussion was held and clarification supplied regarding scope of a new community hub proposal provided to the architect. It was agreed a like for like design would be a starting point.

Questions were raised: a) if there is a time limit on the cash settlement offer b) if the settlement would invalidate future insurance claims c) what is the impact if we do/don't proceed with repairs d) if council can afford to replace the existing building.

The Clerk was requested to seek answers on these items from the insurance company.

Points were made that currently the two halls compete with each other; both premises are aged and neither fit for purpose

- iii) It was AGREED the RVH will remain open for hire until a decision is made about its future.

094/22 WOOLLARD CENTRE CONDITION SURVEY

Following a discussion members agreed to hold on any action with the condition survey works at the Woollard Centre until a decision on the future of the RVH is given.

All members are requested to provide comments on the condition survey.

095/22 PARISH OFFICES WORKING PARTY

Chair advised there is no recommendation as yet from the working party and the work to provide a recommendation is ongoing.

096/22 **CORONATION EVENT**

The Chair of Recreation and Community committee updated members that the committee was recommending hosting an event at the BHFC to celebrate the Coronation on Saturday 6th May but this event required volunteers in order for it to be a success.

Chair suggested a re-run of the very successful Platinum Jubilee event.

BHFC had already indicated the club would be available for use on the date.

The Clerk was asked to circulate request for volunteers to all members and the BHRS.

097/22 **RODING RIFLE AND PISTOL CLUB**

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

The Club Secretary provided an update of the works completed since the completion of the new lase namely Fire exit plan; new fire extinguishers; new fire exit signs and plan; new heating and air conditions installed in the range; renovation of heating and air con unit in the clubroom; complete renovation of the range in preparation of the Home Office Approval certification which was successfully obtained.

Having considered the plan of works presented Council UNANIMOUSLY AGREED the RRPC may undertake the following maintenance works

1. Replace guttering at the rear of the range
2. Cover fascia board in white uPVC
3. Coat the end wall with silicone water repellent

The Clerk advised the Club has full health and safety responsibility for the leased area including fire risk assessment

(two members of the public left the meeting at the conclusion of the this item)

098/22 **FULL COUNCIL ITEMS OF CONCERN**

- a) To hold Full Council on a different day to other Council meetings. It was also noted this had been considered when planning the meetings calendar previously.
A bench had been found under the stage at the RVH along with other archives and rubbish.
Chair requested volunteers for a sorting out and throwing away day.

- b) There were no items for the next meeting

There being no further business the meeting closed at 21.24PM.

Chairman

Date