

BUCKHURST HILL PARISH COUNCIL

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CLERK TO THE COUNCIL
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22 September 2023

A meeting of the Parish Council will be held at **7.00 pm** on **Thursday 28th September 2023**, at the **Buckhurst Hill Library, Queens Road, Buckhurst Hill IG9 5TF**, 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 meeting held on 27th July 2023 circulated previously.

6. **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.

7. **COMMITTEES**

The minutes of the following committee meetings having been circulated, to be noted:

- **Planning & Environment:** 3rd and 24th August, 14th September
- **Personnel:** 7th September
- **Finance & Establishment:** 14th September

8. **FINANCE**

To note the Council's financial position as at 31st August, circulated.

9. **REPRESENTATIVES TO OUTSIDE BODIES**
To receive reports on any meetings attended.
10. **FORWARD PLAN**
To review the Forward Plan, circulated
11. **RODING VALLEY HALL DEVELOPMENT**
To receive a progress update from the Accommodation working party
12. **RODING VALLEY RECREATION GROUND – GROUNDS MAINTENANCE CONTRACT**
To receive information from District Council regarding future arrangements for Grounds Maintenance
13. **NEW PEDESTRIAN CROSSING**
To receive an update on the installation of a new pedestrian crossing on the High Road in front of St Johns Church and School.
14. **BUS SHELTER ALBERT ROAD**
To receive recommendation from Recreation and Community committee regarding a new bus shelter.
15. **PARKING RESTRICTIONS ROEBUCK LANE**
 - i) To receive and discuss a request for funding the provision of parking restrictions in Roebuck Lane
 - ii) To provide decision on funding request
16. **POLICE UPDATE**
To receive an update report from the community police, if available
17. **TERMS OF REFERENCE**
To receive recommendations for amendment to the terms of reference for
 - i) Finance and Establishment Committee
 - ii) Recreation and Community Committee
18. **WASTE STRATEGY ESSEX**
To discuss consultation and engagement on the Waste Strategy
19. **VALUATION SURVEY COMMUNITY HALLS**
i) To review quotations ii) agree the company to undertake the valuation surveys
20. **COUNCIL MEETING TIMES**
To note parish meeting times survey results.
21. **PARISH OFFICES WORKING PARTY**
To discuss progress of the working party.
22. **LAND IN FRONT OF RODING VALLEY STATION**
To discuss the green space and agree a way forward
23. **UKRAINE AID**
To discuss support being provided locally and consider the council's assistance.

(It is proposed the meeting move into private session for the remainder of the items to be discussed. (Public Bodies [Admissions to Meetings] Act 1960)
24. **HORNBEAM ROAD PLAYGROUND**
 - i) To receive a recommendation from the Recreation and Community Committee Working Party on the selection of a contractor to install a new playground.

- ii) To provide decision upon contractor

25. ITEMS OF CONCERN

- i) to note items of concern
- ii) to receive agenda items for the next meeting