

Ongar

Town Council

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Agenda

TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to the annual meeting of the Full Council to be held on 16th May 2024 commencing at 8 P.M. at the Council Offices, Bansons Way CM5 9AS. The press and public are welcome to attend.

S De Luca

Susan De Luca
Locum Clerk

83/23 Election of Chair

84/23 Declaration of acceptance of office of Chair

85/23 Appointment of Vice Chair

86/23 Those present and apologies for absence

Motion. The council to record and accept apologies for absence.

87/23 Declaration of Disclosable Pecuniary Interests

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (non-pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

88/23 Public participation

To receive any representations from members of the public. The maximum time allowed for this item is 15 minutes. A member of the public shall not speak for more than three minutes.

89/23 Appointment of Committees

Staffing
Planning

Motion. The Council appoints the members of committees as published at this meeting.

90/23 Appointment of delegates and representatives to outside bodies

Motion. The Council appoints the delegates and representatives as published at this meeting.

91/23 To agree the programme of meetings for 2024-25

Motion. The council will continue to operate the current rolling programme of meetings as shown in the published terms of reference.

92/23 Appointment of Clerk to administer dispensations for 2024-25

Motion. The Locum Clerk as Proper Officer to the Council will be authorised, where in his view it is appropriate, to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate.

93/23 Correspondence

- Zebra crossing at Coopers Hill (Cllr Vaz has requested that this item be on the agenda)

94/23 Consultations

95/23 Reports from District and County Councillors

To receive a five-minute report from District and County Councillors on matters relating to Ongar.

96/23 Police matters

97/23 To agree the Full Council meeting minutes of 28th April 2024

Motion. The minutes of the Full Council Meeting are approved as a true record.

98/23 Finance reporting

- To receive a summary of receipts and payments up to the end of April 2024.
- To receive a list of budgetary information on all accounts.
- Appointment of Internal Auditor.
- Audit 2023-24 - confirmation this being actioned.
- List of creditors – Finance officer has advised that this would be impractical to do at this time.

Motion. The Council notes the draft budgetary information and confirms that the account balance £21,599.66 agrees with the reconciliation.

The end-of year procedures are under way. Your accounts will be closed on 16th May so you will be considering the AGAR and Audit Reports at the June meeting.

99/23 To consider a request from Cllr Mendoza that a formal spreadsheet is kept of planning decisions, including housing mix by the Administration officer

Awaiting quote from Rialtas to add the planning option to existing software which will enable the Administration officer to provide councillors with the information required.

100/23 Community Updates

- Annual Town meeting to be held on 31st May 2024 at 7pm in the Budworth Hall, Ongar. Civic awards will be presented at the meeting.
- D-Day 80th Anniversary – 6th June – ‘Lamp light of peace’ to be lit at 9.15pm outside the Ongar War Memorial clinic in Fyfield Road, Ongar. Members are advised that all appropriate permissions have been received and the relevant risk assessment has been drafted and posters will be placed on noticeboards, website and social media.

101/23 To agree the minutes of the Full Council meeting of 28th April 2024

The minutes of the Full Council Meeting are approved as a true record.

102/23 The Council is asked to RESOLVE to exclude the press and public for this meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information relating to two staffing matters and one financial matter.

- 103/23**
- a) Update on staffing matters
 - b) Update on appointing a permanent clerk
 - c) Update on matter with external auditor

The council is asked to RESOLVE to permit the press and public to return to the meeting under the Public Bodies (Admission to Meetings) Act 1960

104/23 Items for later agendas.