

Ongar

Town Council

Bansons Way, CM5 9AS
01277 365348



Email. clerk@ongartowncouncil.gov.uk
www.ongartowncouncil.gov.uk

Members of the public and press are invited to attend this meeting

TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to a meeting of the Full Council to be held on 20th March 2025 commencing at 8 P.M. at the Council Offices, Bansons Way CM5 9AS.

D Murray

Debra Murray
Clerk to the Council

AGENDA

27.25 APOLOGIES FOR ABSENCE

To **NOTE** any apologies which have been received. **Motion.** The council to record and accept apologies for absence

28.25 CONFIRMATION OF MINUTES

To **AGREE** the Minutes of the Town Council meeting held on 20th February 2025

29.25 DECLARATIONS OF INTEREST

To **RECEIVE** any Declarations of Interest by Members.

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.

30.25 QUESTIONS FROM MEMBERS OF THE PUBLIC & PUBLIC PARTICIPATION

To **RECEIVE** questions from members of the public for a period determined by the Chairperson of the Meeting. The maximum time allowed for this item is 15 minutes. A member of the public shall not speak for more than three minutes. ***Please NOTE if the Clerk of the Meeting has not been previously notified of the Question, Council may have to note questions and respond to them after the Meeting.***

31.25 VE Day Update Presentation by Cath Honeywell and Wesley Tierney, the Manager of Epping Ongar Railway.

32.25 CLERKS REPORT

Councillors will be update by the Clerk of correspondence and information received and actioned

33.25 REPORTS & MEMBERS REPORTS

-Chairmans Report

-Town Councillors Reports and for those that attend on committees on behalf of the town council.

It is understood that a number of Cllrs, have attended meetings in their positions as Councillors and will give a brief resume of their attendance.

-District and County Councillors

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

(The Chairman may bring any Report including the Reports from District & County Councillors to earlier in the meeting if all Councillors are agreeable)

- Details of Consultations

- a) Cllr Henry Walton will advise Members of the numerous Consultations that have been held with Developers on the Planning Development Sites in Ongar
- b) The locum clerk/clerk will advise of any other consultations that have been received and are not covered separately in this Agenda.

34.25 FINANCIAL REPORTS

Finance reporting

- a. To receive a summary of receipts and payments up to the end of February 2025.
- b. To review a list of budgetary information on all accounts.

Motion: The Council notes the budgetary information and confirms that the account balance of cashbook 1 at £12,947.26 agrees with the reconciliation.

Motion: The Council notes the budgetary information and confirms that the account balance of cashbook 2 at £576,725.95.

Motion: The Council notes the budgetary information and confirms that the account balance of cashbook 3 at £28,670.79.

35.25 POLICE REPORT

A police report for the area will be submitted in writing or person.

36.25 40th Anniversary Twinning Gift and Reception

To **AGREE** the gift for the 40th Anniversary Twinning gift from Ongar to Cerizay for the reception to be held on 18th April 2025. To Update Councillors on the town reception.

37.25 Bank Account Request for Allotment Deposits

Councillors to DISCUSS and AGREE if a new bank account for the allotment monies is to be opened.

38.25 Annual Town Assembly Meeting

Councillors to AGREE the date for the Annual Town Assembly Meeting and agree the format of the event.

39.25 Nominations for Awards to Members of the Community for the Annual Town Assembly Meeting

Councillor to **AGREE** the process for the nominations and the categories for the awards. Ongar Citizens awards.

40.25 To APPROVE the Combined Inspection and Testing of all streetlights the quotation is £2,625 for our 91 streetlights.

41.25 CCTV

To Consider and Agree to suspend Financial Regulation 11(h)

Motion 1 to suspend Financial Regulation 11(h)

Motion 2 To **AGREE** to place the Council's CCTV with EFDC as per the September minute item 52.24

Update from EFDC & Link CCTV Meeting in February to be given by the Clerk. **To DISCUSS and AGREE** the next steps for the CCTV.

42.25 RESOLUTION TO ACCEPT DECISIONS MADE AT 19TH SEPTEMBER MEETING 2024

It has been raised by a local resident that the full council meeting held on 19th September 2024 went on for 39 minutes longer than permitted by Standing Orders. Whilst at the meeting it was agreed to extend the meeting by an additional 39 minutes (albeit not recorded in the minutes), this was technically not permitted by the Standing Orders. In order to resolve this matter, Councillors are now asked to:

1. Retrospectively agree all the matters that were agreed at the 19th September 2024, regardless of time.
2. Given the amount of business to be conducted by the Council at the current time, to consider to removal of Standing Order number 3(x) which restricts the time permitted for meetings.

43.25 IT Provision for the Council

To Consider and Agree to suspend Financial Regulation 11(h)

Motion 1 to suspend Financial Regulations 11(h)

Motion 2 To **Agree** to place the Council's IT with Fusion Technology Sources.

44.25 Ongar Bridge Car Park

To Consider the Correspondence from V Fund if the council are open to discussing proposals in relation to the removal of this covenant, and, if so what would be the Council's expectations to agree to this. The definition of a restricted covenant is between two landowners, one landowners agrees not to carry out certain items on the land.

45.25 Jubilee Park Pavilion Invoice

To discuss the invoice received from Jubilee Park Pavilion for works carried out Storm Damage notified in December 2020. To repair damaged roof flashing around boiler flue to prevent further ingress of water and Boiler room remove existing ceiling and cart away. Replace ceiling joists as required and form loft hatch opening. Supply and install the fire-proof hatch. Replace damaged pipe insulation & reinstate loft insulation.

46.25 Grass Cutting Contract

Councillors to **AGREE** to the new contract for the grass cutting for the summer months. Last year £3,387.50 year to date 24/25 I have been informed we will not receive another invoice. Quotation's are in the councillors folder.

47.25 Renewal of Friend of Essex Heritage

Renewal of the annual subscription this year minimum subscription is £25 or £250 for a life membership.

48.25 Love Lane Road Surface

A resident has approached the council to consider the surface of the road prior to festival. He proposed a quote from Ashe Green Civil Engineering of £2,206.00 for the works to be carried out.

49.25 Town Council Meeting Dates 2025-2026

To **AGREE** the dates of the Town Council Meeting dates for the year

50.25 To Consider entering the Best Kept Playing Fields Competition

Documentation in the Councillor Folder

51.25 To **AGREE that the town takes part in the VE Day celebrations on 8th May 25**

On Thursday 8th May 2025 parish and town councils are encouraged to light Beacons and Lamp Lights of Peace at 2130, the raising of a unique VE Day flag at 0900 and, where possible, holding parties of celebration throughout the day in the streets, gardens at home, churches, villages, town halls, pubs, and clubs.

To agree that the council takes part in this act of remembrance.

52.25 To **REVIEW and **ADOPT** the new Financial Regulations**

The councillors are to review the new financial regulations which NALC has brought into line with the new requirements.

53.25 TO **Review and **ADOPT** the Standing Order**

The councillors are to review and **ADOPT** the Standing Orders for the Council

54.25 To **REVIEW and **ADOPT** the Annual Councils Risk Assessment**

The Councillors are to **REVIEW** and **ADOPT** the Annual Risk Assessment

55.25 EXCLUSION OF THE PUBLIC AND THE PRESS

In the event that the agenda contains Exempt (pink) pages, or an item needs to be discussed confidentially, to **CONSIDER** the following motion to be proposed by the Chairman:

“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed. However, an item may be placed in the Confidential part of the meeting so long as it is accordance with the Statutory Guidance.

There is currently THREE items to be considered

Update from the Staffing Committee Meeting

Love Lane Lease

Update from closed meeting discussing Jubilee Park Pavilion along with any proposals and decide the next steps.

56.25 ITEMS FOR FUTURE MEETINGS

Emergency Plan

Various Leases*

Disability Access – Look at Lease and Contact EFDC*

Strategic Development Plan

Ongar Town Assembly

- **Clerk is aware of these**