

Ongar

Town Council

Bansons Way, CM5 9AS
01277 365348



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

TO ALL MEMBERS OF THE COUNCIL

You are hereby **summoned** to the meeting of the Full Council to be held on 18th of December 2025 commencing at 8 P.M. at the Council Offices, Bansons Way, Ongar, CM5 9AS.

D Murray

Debra Murray
Clerk to the Council

AGENDA

199.25 PRESENT AND APOLOGIES FOR ABSENCE

To report, approve & record apologies for absence (and the reasons) from members

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

200.25 TO AGREE THE FULL COUNCIL MINUTES OF 20th of November 2025

Motion: To AGREE the Minutes of the Town Council meeting held on the 20th November 2025.

201.25 Declaration of Disclosable Pecuniary Interests

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.

202.25 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.***

203.25 CLERKS REPORT

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

204.25 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 will be advised by either the chair or vice chair of the planning committee on the numerous Consultations that have been held with Developers on the Planning Development Sites in Ongar
- b) The clerk will advise of any other consultations that have been received and are not covered separately in this Agenda.

The Clerk has entered into the Councillors Drive document regarding Devolution and Local Government Reorganisation along with the email consultation sent to Councillors to discuss if the Council wishes to comment.

205.25 FINANCIAL REPORTS

Finance reporting

- a. To receive a summary of receipts and payments up to the end of November 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 current account as at 30th November 2025 at £11,315.35 agrees with the reconciliation.

Motion: The Council notes the budgetary information and confirms that the account balance of deposit account as at 30th November 2025 at £638,403.38.

Motion: The Council notes the budgetary information and confirms that the account balance of Nationwide account as at 30th November 2025 at £29,288.15

Motion: The Council notes the budgetary information and confirms that the account balance of allotment account as at 30th November 2025 at £2,473.12

To **NOTE** the CCLA balance is £50,118.16

206.25 POLICE REPORT

A police report for the area will be submitted in writing or person. The clerk has requested a report be submitted if attendance is not possible.

207.25 CONSTITUTION FOR EPPING FOREST DISTRICT ASSOCIATION OF LOCAL COUNCILS

Members are invited to **DISCUSS** and **AGREE** whether or not Ongar Town Council agrees to approve the constitution.

208.25 ASSETS WITH EFDC

To **DISCUSS** and **AGREE** to open a conversation with EFDC regarding possible transfer of assets that are solely for the benefit of the residents and not generating an income.

209.25 CERIZAY PLAY AREA LEASE

To **RESOLVE** to renew the lease for the Cerizay play area. The current lease was signed on 7th October 2011 for 7 years hence the email from EFDC.

210.25 ANNUAL TOWN MEETING DATE

To **DISCUSS** and **AGREE** the date for the Annual Town Meeting for 2026.

Town councils in England must hold their Annual Town Meeting (also called Annual Parish Meeting) between **March 1st and June 1st** each year, as required by the Local Government Act 1972, ensuring it's a forum for electors to discuss parish matters, not a standard council meeting.

211.25 CITIZEN OF THE YEAR

Councillors to **DISCUSS** and **AGREE** the process for Citizen of the year and the nomination dates to commence and end on Microsoft Forms.

The civic awards for this year were 4 chosen by the residents of Ongar via a public survey and from the results 2 chosen by the council.

212.25 STAFFING APPEALS PANEL

Following the previous discussion regarding an appeals panel. Councillors to **AGREE** which councillors will be on the panel as deferred from last month.

213.25 OUTDOOR EXERCISE BIKE REPLACEMENT

To **DISCUSS** and **AGREE** whether to replace the outdoor equipment as the replacement pedal is unavailable and no longer made the cost would be £2,356.70 and £175 for delivery.

214.25 ONGAR TOWN COMMUNITY PLAN

To **DISCUSS** and **AGREE** whether the Town Council supports the initiative by "Everything Epping Forest 'to create a group called 'Ongar Community Network', which will provide support during an emergency situation, a similar enterprise was previously undertaken by them during the Covid crisis.

215.25 SHELLEY ORCHARD

To **DISCUSS** and **AGREE** the correspondence from Countrycare. As the land is not owned by Ongar Town Council it is owned by EFDC it is their responsibility to manage the area.

216.25 ESSEX COUNTY COUNCIL CONSULTATION ON LOCAL GOVERNMENT REORGANISATION AND DEVOLUTION 'Changes on the local government in Essex'.

To **DISCUSS** and **AGREE** the consultation and whether the Council wish to respond.

217.25 NEW SUBSCRIPTION OFFER TO COUNCILWISE

To **DISCUSS** and **AGREE** following the set up of a new Councilwise company offering training and support for town and parish councils, Councillors are asked doo they wish to subscribe to their services. The cost would be £500 per annum.

218.25 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 two items to be considered

219.25 JUBILEE PARK PAVILION INSURANCE

To **NOTE** the insurance regarding Jubilee Park Pavilion as per correspondence received. -

220.25 JUBILEE PARK PAVILION ELECTRICAL QUOTATION

To **DISCUSS** and **AGREE** the works following the email from the electrician who attended site.

This is from a new contractor who visited site following the request for more quotations for the works the Council had been advised of.

221.25 ITEMS FOR FUTURE MEETINGS

Various Leases*

Disability Access – Look at Lease and Contact EFDC*

Strategic Development Plan*

- **Clerk is aware of these**