

Ongar

Town Council



Aimi Middlehurst
Town Clerk

11th January 2018

TO ALL MEMBERS OF THE COUNCIL

You are hereby summonsed to a meeting of the **EXTRA ORDINARY FULL COUNCIL** to be held in the **COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 18th JANUARY 2018** commencing at **8PM** for the transaction of business as set out below. Members of the public and press are cordially invited to attend.

Councillor Derek Birch
Chairman

AGENDA

84/17 Apologies for absence

Councillors are asked to forward their apologies for not attending the meeting.

85/17 Declaration of Disclosable Pecuniary Interests (DPis), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct with regard to agenda items.

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.

Members are reminded that if there has been any change to their entries in the Register of Interests, they should complete a new form notifying the change within 28 days of becoming aware of any new disclosable pecuniary or non-pecuniary interest. The form should be returned to the Town Clerk for forwarding to the Monitoring Officer at Epping Forest District Council.

86/17 Public participation session with respect to items on the agenda previously notified to the Clerk.

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.

87/17 Clerks Report

88/17 Reports from District and County Councillors

To receive reports from District and County Councillors on matters relating to Ongar

89/17 To agree the Full Council Meeting Minutes of 17th October 2017

90/17 Finance Reporting

To receive a list of all payments from 1st June 2017 to 31st December 2018

91/17 Recommendations from the Jubilee Park Steering Committee

- a) That the funds agreed for building maintenance be ring fenced.
- b) That the finance agreed for ground maintenance be ring fenced.
- c) To agree in principle to provide initial funding to OCST.

An extract from the minutes of 18th December 2017 are below:-

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58/17 Building Maintenance

- The quotation received for replacing the rotted window frame to the small bar area was noted.
- The budget figure previously agreed for stated items to be done was noted.
- The items completed or to be completed with their associated costs were noted.
- To consider and agree to replace window

Cllr Freeman proposed and Cllr Bolden seconded that the window be replaced at a cost of £480 (plus VAT)
Unanimous voting received.

- It was noted that the cost of £1,550 was included within the agreed budget of £4,000 for exterior redecoration. This work not to be carried out until the next financial year.

Cllr Reynolds proposed and Cllr Browning seconded that this funding be ring fenced and recommendation made to Full Council.

Unanimous voting received.

59/17 Ground Maintenance

Cllr Reynolds proposed and Cllr Browning seconded that the finance agreed for ground maintenance be ring fenced and a recommendation be made to Full Council.

Unanimous voting received.

61/17 OCST – Trustees

- It was noted that OCST will require funding for legal work and miscellaneous items before the handing over date of the 1st April 2018.
- It was noted that this funding would be an advance on setting up and running costs, yet to be agreed with OCST.

Cllr Birch proposed and Cllr Freeman seconded that there would be agreement in principle to provide initial funding to OCST and that a recommendation be made to Full Council.

Unanimous voting received.

92/17 Community Grants

- To note the adopted Community Grant Policy
- To consider and agree that a reserve amount be held over for emergency grants
- To consider the Community Grant applications and agree the distribution of available funds

93/17 Basons Letting Fees

- To review the current letting fees

94/17 2017/18 Budget

- To note the implications of the reduction in the LCTS grant
- To agree that any unspent funds from the Council Buildings and Property budget along with building rental income be earmarked and carried forward for ongoing buildings maintenance
- To agree that any unspent funds from the Van budget be earmarked and carried forward for a replacement vehicle
- To agree that any highlighted items within the budget be earmarked and carried forward to 2018/19
- To consider and approve the revenue budget
- To agree the precept figure for 2018/19



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95/17 Completion of the Limited Assurance Review for the year ended 31st March 2017

- To note the completion of the review of the Annual Return by PKF Littlejohn LLP
- To note that the 'Notice of Conclusion of Audit has been published along with Annual Return Sections 1, 2 and 3 plus the attached report and certificate where possible including on the Town Council's website
- To agree the action to be taken to address the areas of weakness raised by the Internal Auditor

96/17 Recommendation from Planning, Environment, PR and Open Spaces Committee

- To agree to adopt the Allotment Rules and Regulations

An extract from the minutes of 16th November 2017 are below:-

*To receive and adopt the rules and regulations dated 03.11.17.
Proposed Cllr Birch seconded Cllr Bicknell carried with 2 abstentions*

97/17 Epping Forest District Council – Local Plan Response

- To agree to submit representations to the Submission Version of the Local Plan

