



## **Minutes of the full council meeting Held on 17<sup>th</sup> February 2022 at the Council Offices, Bansons Way CM5 9AS.**

### **26/22 Those present and apologies for absence.**

Chair Cllr Piggott  
Councillors Battersby, Bell, Birch, Mendoza, Reynolds, Seffens, Vaz.

Also present Locum Clerk, Press Officer

**Resolved.** Apologies were accepted from Cllrs Cole, Freeman, Feetham, Shami, Wickstead. Proposed Cllr Birch seconded Cllr Seffens and carried unanimously.

### **27/22 Declaration of Disclosable Pecuniary Interests.**

There were no declarations of interest.

### **28/22 Public participation.**

There were no members of the public present.

### **29/22 Correspondence.**

The High Sheriff's award ceremony invitation was noted. The Chairman was unable to attend and offered the opportunity to another councillor with no takers.

### **30/22 Consultations.**

None this month.

### **31/22 Reports from District and County Councillors.**

Nothing to report from the District Council. Cllr McIvor apologised as he was preparing an operations room in anticipation of storm damage from forecast high winds.

### **32/22 Police matters.**

Over the last three months there have been 250 incidents of which 216 were crimes. 188 have been investigated with 16 positive outcomes.

Crime is down by 11% year on year. but resolution rate is also down from 11% to 6%

Following the frauds reported in previous meetings, PC Shepherd asked the council to consider improving the CCTV coverage in the Town. It was agreed that this could be considered at a later meeting. The Clerk requested that the Police entered a data-sharing protocol that allowed them to access the images directly.

**33/22 To agree the Full Council meeting minutes of 20<sup>th</sup> January 2022**  
**Resolved.** The minutes of Full Council Meeting held on are approved as a true record. Proposed Cllr Birch seconded Cllr Piggott and carried with one abstention.

**34/22 Finance reporting.**  
a. The list of all payments up to the end of January 2022 were noted.  
b. The budgetary information on all accounts was noted.

**Resolved.** The Council notes the budgetary information for January and confirms that the account balance of £177,795.90 agrees with the reconciliation. Proposed Cllr Reynolds seconded Cllr Piggott and carried unanimously.

**35/22 To consider renewing the five-year maintenance contract for street lighting.**  
**Resolved.** The Council appoints A&J lighting Ltd as streetlight maintenance contractor at a fee of £1400 p.a. until February 2027. Proposed Cllr Birch seconded Cllr Battersby and carried unanimously.

**36/22 To consider adopting the defibrillator in the High Street.**  
The defibrillator was originally funded by the Ongar W.I. but is now out of contract and not registered.

**Resolved.** The council will re-register the defibrillator and fund its maintenance. Proposed Cllr Mendoza seconded Cllr Seffens and carried unanimously.

**37/22 To consider a report on cemetery management issues**  
The Clerk advised that a grave dug in November 2012 was only dug to the minimum depth for a double interment. In this case, the grave was within legal tolerance, but it raised the possibility that there may be other graves that will require remedial action before a second interment can be permitted, so the council should establish an earmarked reserve to provide for this eventuality.

**Resolved.** The Council accepts the recommendations of the report and authorised the proposed actions. Proposed Cllr Birch seconded Cllr Battersby and carried unanimously.

**38/22 To receive an update on the neighbourhood plan.**  
The update was noted.

**39/22 To consider repairs to Love Lane road surface.**  
Request have been received to make the road safe for pedestrians. It was confirmed that the road is an unadopted highway and a public right of way footpath. The Town Council has no responsibility to keep the road in good repair but may make repairs on the side of the road adjacent to the cemetery. There was no interest from the other road frontagers in doing more than repairing their part of the road.

The Clerk was asked to investigate the cost of maintain a pedestrian pathway along the public right of way and delineating it with white lining to ensure pedestrians had a safe route to follow.

**40/22 To consider options for the cemetery chapel.**

The Ongar Millennium History Society are interested in setting-up a joint project with the Council to seek funding for refurbishing and repurposing the cemetery chapel as a public building.

**Resolved.** The Council appoints Councillors Bell, Birch, Feetham, and Mendoza to join the Millennium History Society's working group to develop a regeneration plan for the chapel Proposed Cllr Piggott seconded Cllr Battersby and carried unanimously.

**41/22 To consider arrangements to commemorate the Platinum Jubilee.**

Floral displays and flowerbeds were considered but were thought to be too vulnerable to damage. The preferred idea was a tree planting scheme of seven trees and renaming the nature reserve with jubilee - themed name to be decided at a later date. The event will be publicised on social media.

**42/22 To consider installation of wreath hooks on the remembrance wall.**

The Clerk wrote to the Health Centre's facilities manager asking if the hooks could be installed but has not received a response. However, discussion at previous meetings confirmed that there would not be enough space to fit them between the inscriptions, so no further action will be taken.

**43/22 To consider nominations for Ongar Town Council citizen of the year.**

Following further consultation with public via website and social media.

**44/22 Committee matters**

- a. To consider membership of the staffing committee.

The current members: Cllrs Birch, Reynolds and Feetham confirmed they wish to stay on the committee. Five more members expressed an interest in joining the committee taking the membership to eight. The Council approved amending the terms of reference to accommodate the new members. Version 1.8 of the terms of reference will be ratified at the next meeting. An introductory training session will be offered to the new members and a staffing committee meeting scheduled for March.

**Resolved.** Cllrs Battersby, Cole, Mills, Seffens and Wickstead (pending acceptance) will join the staffing committee. Proposed Cllr Seffens seconded Cllr Bell and carried unanimously.

- b. To consider adopting a revised committee structure from 1st May 2022

The council noted the structure and delegates it to the staffing committee to consider at a later date.

**45/22 Items for next agenda.**

Grass cutting in the cemetery, gravestone testing.

Additional flowerbeds.  
More CCTV to support the police.  
CCTV protocol