

# Ongar

Town Council

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## Minutes of a meeting of the full council held at 8pm on 16<sup>th</sup> May 2024 at 8pm Held at the Council Offices, Bansons Way CM5 9AS

### 83/23 Election of Chair

Cllr Gunn elected as chair.

Proposed Cllr Roberts seconded Cllr Barrell carried unanimously.

### 84/23 Declaration of acceptance of office of Chair

Cllr Gunn signed the declaration of acceptance of office of chair.

### 85/23 Appointment of Vice Chair

Cllr Cole appointed as vice chair.

Proposed Cllr Eydmann seconded Cllr Mendoza carried unanimously.

### 86/23 Those present and apologies for absence

Chair Cllr Gunn

Present Cllrs Cole, Roberts, Eydmann, Vaz, Feetham, Mendoza,

Also present Assistant clerk, Mary Dadd (ONPCG & District Councillor)

**Resolved:** The council to record and accept apologies for absence.

Cllrs Acornley, O'Neill and Walton.

Proposed Cllr Barrell seconded Cllr Mendoza carried unanimously.

### 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.

None received.

### 88/23 Public participation

Cath Honeywell Community Champion updated the committee regarding events taking place in Ongar during the Ride London event on 26<sup>th</sup> May and presented flyers produced for this event. She asked that the council support initiative through social media and

posting on council noticeboards. Support had been given to Ongar from Ride London for their participation in the event.

### **89/23 Appointment of Committees**

Staffing - Cllr Eydmann was appointed as chair, Cllrs Gunn and Roberts appointed to this committee.  
Proposed Cllr Roberts seconded Cllr Barrell carried with Cllr Feetham against.

Planning - Cllr Walton was appointed as chair.  
Proposed Cllr Barrell seconded Cllr Cole carried with Cllr Feetham against.  
Cllr Eydmann was appointed as vice chair.  
Proposed Cllr Cole seconded Cllr Mendoza carried with Cllr Feetham against.

**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. (Appendix A).

Proposed Cllr Gunn seconded Cllr Roberts carried unanimously.

### **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.

Proposed Cllr Cole seconded Cllr Mendoza carried unanimously.

### **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.

Proposed Cllr Cole seconded Cllr Roberts carried unanimously.

### **93/23 Correspondence**

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

It was noted that the above works were now completed

- A meeting has been arranged for the Locum clerk and Chair to meet with Ongar Sports Trust in the council offices on Thursday morning 23<sup>rd</sup> May
- Strip of land remaining after Brodie Property Group's development was completed in Basons Lane. The developer met with the Locum Clerk and Chair to discuss the possibilities of utilising this piece of land.
- Invite to EFDC museum in Waltham Abbey on 13<sup>th</sup> June to view the acquisition of early medieval gold coins from Ongar

**94/23 Consultations**

None.

**95/23 Reports from District and County Councillors**

Congratulations were expressed to Mary Dadd for her appointment as EFDC councillor. Cllr Dadd stated that she looks forward to serving the residents of Ongar as their district Councillor, and as the Council knows is particularly driven to ensure that new development is appropriate, our historic buildings and natural environment are protected and enhanced and that our local economy is improved and viable, after several lean years. She also looks forward to taking Council's concerns to the relevant EFDC Officer as and when required.

She is questioning various infrastructure provision for new developments, should we have evidence to suggest that what is being proposed is inadequate.

One matter of interest that should be of concern to all Councillors including Town and Parish, is that when planning applications are refused at EFDC Committee, they must relate to noncompliance of Policy, or it will raise the risk of being permitted at appeal.

That would have further cost and other implications for EFDC. Encourage everyone to attend any future Planning training offered by EFDC in the future or another body specifically relating to EFDC Local Plan and ONP. It goes without saying that ONPCG will support OTC in planning matters and guidance on compliance with ONP Policies.

She will be meeting with a senior Planning Officer to discuss this in more detail and how to request Article 4 directions to prevent Permitted Development Rights in certain defined and evidenced types of case that could help protect the distinctive character of Ongar, its local economy and family orientated housing stock.

Although not EFDC responsibility, I have also requested to know where Essex Highways is going to be carrying out its resurfacing in 2024-5 and what funding from Ride London for this year's event is being spent on Ongar's roads.

No report received from ECC Cllr Mclvor

**96/23 Police matters**

PC Warren Shepherd reported on crime statistics in Ongar.

**97/23 To agree the Full Council meeting minutes of 28<sup>th</sup> April 2024**

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

Proposed Cllr Barrell seconded Cllr Roberts carried unanimously.

**Finance reporting**

- a. To receive a summary of receipts and payments up to the end of April 2024.
- b. To receive a list of budgetary information on all accounts.
- c. Appointment of Internal Auditor.
- d. Audit 2023-24 - confirmation this being actioned.
- e. 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 16<sup>th</sup> May so you will be considering the AGAR and Audit Reports at the June meeting.

Members expressed thanks to the Finance Officer for producing the end-of year figures.

**98/23 To consider a request from Cllr Mendoza that a formal spreadsheet is kept of planning decisions, including housing mix by the Administration officer**

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

Proposed Cllr Mendoza seconded Cllr Roberts carried unanimously pending cost centre being identified.

**99/23 Community Updates**

- Annual Town meeting to be held on 31<sup>st</sup> May 2024 at 7pm in the Budworth Hall, Ongar. Civic awards will be presented at the meeting.
- D-Day 80<sup>th</sup> Anniversary – 6<sup>th</sup> 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.

**100/23 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.**

**101/23 a) Update on staffing matters** – Members were updated.

**b) Update on appointing a permanent clerk** – Members noted details which were agreed.

**c) Update on matter with external auditor - Matters** regarding external audit 2017/18 were noted by members.

**102/23 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**

**103/23 Items for later agendas.**

Agar and audit reports

Statement regarding the letter in the May edition of Ongar News with reference to Shelley Primary PTA grant application.

CCTV (requested by Cllr Mendoza).

Meeting closed 9.39pm