



TO ALL MEMBERS OF THE COUNCIL

Minutes of the FULL COUNCIL to be held in the COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR on 18th October 2018 commencing at 8 P.M.

106/18 Those present and apologies for absence

Chairman	Cllr Birch
Present	Cllrs Browning, Cole, Reynolds, Vaz, Feetham, Battersby, Freeman, Keska, Mendoza
Apologies	Cllr Devonald

Resolved. The council accepts apologies for absence from Cllr Devonald. Proposed Cllr Birch seconded Cllr Browning and carried unanimously.

107/18 Declaration of Disclosable Pecuniary Interests.

Cllr Feetham declared an interest as a trustee of the Charity and of Ongar Residents. Association

Cllrs Browning declared interests as members of the Charity

Cllr Cole declared interests as an allotment tenant, a trustee of the Charity and on behalf of the Cub Scouts.

Cllr Reynolds declared interests as a member of the Residents Association and as an allotment tenant

Cllr Vaz declared an interest as a member of the Twinning Society.

Cllr Birch, Browning, Cole, Freeman and Keska declared an interest as members of the Residents Association.

108/18 Public participation session with respect to items on the agenda previously notified to the Clerk.

Terry Banks spoke in support of the application for funding for carpet bowls. He reminded the council of previous successful collaborations and explained the significance of understanding the consequences of mental health. The Council's support was sought for seed-funding the carpet bowls project.

109/18 Clerks Report

St Martins closed churchyard update.

The Clerk reported that it has now been confirmed that the Churchyard is the responsibility of the Parish. It was closed by Order of the Privy Council in 1864 and the Parish of Chipping Ongar formally accepted responsibility in July 1954. The Clerk awaits a faculty for undertaking the work and the Insurance Company has been advised of a claim which will be in the order of £2,000

Office staff cover.

Following the departure of the finance officer and the sick leave of the administration assistant, the locum clerk has engaged a locum finance officer to work up to 24 hours a week and a locum burials clerk to work when required by burial duties.

Minibus insurance.

The insurance broker confirmed that the council minibus has been correctly insured but on investigation found that an amendment to the policy was necessary and which cost an additional premium of £129.

Annual return.

The Council has received an "interim certificate" of completion which means that the external auditor has not had enough time to complete their work by the statutory deadline of 30th September. The audit is still underway as the office has received supplemental questions.

110/18 Correspondence

The request for information about Ongar Sports Charity setup was noted.

Cllr Reynolds reminded the meeting that the charity would be open to all, and not a private members club. As the Designated Premises Supervisor (DPS), Cllr Reynolds confirmed that measures have been taken to manage the concerns raised in the letter and to his knowledge there have been no complaints about noise or antisocial behaviour. Although it is known that there are drug-related problems in Ongar, the police and the DPS have taken effective steps to manage this on the premises.

The letter of support for short mat bowling was noted and used to inform the decision about grant allocation.

111/18 Consultations

None submitted.

112/18 Reports from District and County Councillors

Cllr Keska reported that the local plan has now been submitted. There is a programme called 'transformation' underway at Epping Forest District Council.

A programme of match funding between EFDC and Essex County Council is working towards funding the Local Highways Panel.

113/18 To agree the Full Council meeting minutes of 20th September 2018

Resolved. The minutes of Full Council Meeting held on are approved as a true record with the council noting that Reynolds prepared statement is included in the permanent record as appendix one. Proposed Cllr Browning seconded Cllr Reynolds and carried unanimously.

114/18 To receive an overview of the transfer of Jubilee Park to the Ongar Community Sports Trust.

a. TUPE

Documents have been prepared and have been agreed with staff and the charity. The formal agreement will be made in advance of the transition date.

Cllrs Feetham, Cole and Freeman left the meeting.

b. To review and agree the leases for the Tennis, Croquet and Charity Leases for Jubilee Park

The solicitors and interested parties have seen and agreed the leases which are now approved.

Resolved. The Council approves the Tennis, Croquet and Charity Leases for Jubilee Park as published. Proposed Cllr Birch seconded Reynold and carried unanimously.

c. To approve the transfer of assets from the Town Council to Ongar Community Sports Trust

Resolved. The Council approves the transfer of the specified assets from the Town Council to Ongar Community Sports Trust. Where minor amendments need to be made, they shall be delegated to, and addressed by the working group. Proposed Cllr Reynolds seconded Cllr Mendoza and carried unanimously.

Cllrs Feetham, Cole and Freeman returned to the meeting.

115/18 To approve terms of reference – from earlier meeting

Resolved. With the amendment to 1.11 noted below, the Council approves and adopts the terms of reference. Proposed Cllr Cole seconded Cllr Browning and carried unanimously.

Amended text:

1.11 The meeting calendar will be based on monthly cycle with full council meetings normally held on the third Thursday of the month.

116/18 To consider a petition for parking restrictions Stanley Place.

Resolved. The Council supports the majority decision on the need for parking restrictions in Stanley Place. Proposed Cllr Birch seconded Cllr Battersby and carried with one against and one abstention.

117/18 Finance Reporting.

- a. The Council noted the list of all payments up to the end of September 2018.
- b. The Council noted the list of budgetary information on all accounts.

Resolved. The Council approves the budgetary information for September. Proposed Cllr Reynolds seconded Cllr Browning and carried unanimously.

The Clerk will prepare a draft budget outlining the accounts following the separation of Council and Charity. The budget will be expanded to add new cost codes and centres to clarify how the money is being spent.

118/18 To consider an offer to pilot the Devolution of Public Realm and Highway Services.

The pilot scheme was noted, and although it would be an attractive idea, there was not sufficient capacity or resources to adopt new tasks. Concern was expressed about the sustainability of the proposal and the viability of doing the work in smaller councils.

119/18 To consider obtaining a grant for Litter initiatives. Background papers previously circulated with September agenda.

Cllr Mendoza noted that volunteer litter picks were no longer achieving results and wanted approval to explore other ways of highlighting the problems. The Council approved the idea and asked Cllr Mendoza to take the matter forward.

Resolved. The Council will authorise Cllr Mendoza to apply for a litter initiatives grant. Proposed Cllr Feetham and seconded Freeman and carried unanimously.

As part of the discussion, the District Councillors were asked to pass-on a request for additional cleansing work on local roads.

120/18 To approve a response to Essex Highways proposals for Ongar High Street.

Cllr Vaz reported that an earlier inspection of the High Street by Essex Highways contractor Ringway Jacobs concluded that the road should be tarmacked. This would not be in keeping with the historic street scene and was not agreed by the Town Council who request that the pavements should be retained, but set correctly on a substantial base.

Concern was expressed about the scale of work required to reset the pavements. Substantial work would be required and additional work would inevitably emerge when the condition of the utilities are assessed.

Resolved. The Council authorises Cllr Vaz to support the maintenance of the current pavements. Proposed Cllr Mendoza seconded Cllr Vaz and carried with seven in favour and three against.

121/18 To review grant applications.

Applicant	Request £	Award £
Ongar Allotment and Gardening Society	950	
Ongar Town Forum	750	545
Ongar Residents Association	564	415
1st Ongar & Fyfield Guides	450	
Voluntary Action Epping Forest	600	
Ongar & Villages Voluntary Care	200	160
Ongar United Reformed Church		
Ongar in Bloom	250	195
Ongar Club for the Handicapped	1,000	
Ongar Twinning	600	440
Alzheimers (Dementia) Short Mat Bowling	280	200
The Ongar Singers	500	
3rd Ongar Scout Group	1,500	
	4,130	1,955

CLlr Birch noted that all the applicants have made valuable contributions to the community but the limited resources available would have to be allocated carefully to ensure they gave the best value.

Resolved. The Council approves the grant awards subject to confirmation of dispensations being granted by the Monitoring Officer at Epping Forest District Council. Proposed Cllr Birch seconded Cllr Browning and carried unanimously.

122/18 Open spaces

To note reports and updates.

Update on refund of money from works done at the community allotment.

Quotation to have additional works undertaken

To receive an update on the Tesco Grant.

Items to be carried forward.

123/18 Neighbourhood Plan Sub Committee

Cllr Birch recommended that the December Council meeting would convene at 7.30 before the meeting opens to the public, to receive a report from Mary Dadd about the progress of the neighbourhood plan.

124/18 Action list

The Clerk reported that the burial ground raft had been installed and the memorial testing had been completed with seven memorials laid down and forty needing attention

125/18 Items for next agenda.

Framework for Liaison with partner organizations.

Meeting closed 9. 50