



Minutes of the full council meeting held in the COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR on 15<sup>th</sup> November 2018.

**126/18 Those present and apologies for absence**

**Chairman** Cllr Birch

**Present** Cllrs Browning, Cole, Devonald Reynolds, Vaz, Feetham, Battersby, Freeman, Mendoza

**Apologies** Cllr Keska

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

**127/18 Declaration of Disclosable Pecuniary Interests.**

There were no declarations of interest.

**128/18 Public participation session with respect to items on the agenda previously notified to the Clerk.**

No representations have been received.

**129/18 Clerks Report**

**Changes to IT support contract.**

The annual maintenance contract for IT support is due for renewal at a cost of £2,400. This supports the local server which provides remote access to files and local hosting of emails. The council is already paying for email hosting as part of another contract, and remote file access is not being used. A lower-cost solution would provide adequate service and be considerably cheaper.

**Update on Annual Return.**

The Council still has not received its annual return audit report but it has been confirmed that there will be an 'except for' comment on the lack of a risk assessment programme in the audit year.

**Update on High Street resurfacing.**

Following representations from councillors it has become clear that the decision to surface the high street with block paving would not be the best solution. As additional information has come to light, the matter will be reconsidered at the next meeting.

**130/18 Correspondence**

Police, Fire and Crime Commissioner, request for meeting. The Clerk will acknowledge the email and express interest in holding the meeting in 2019.

The Council noted the installation of neighbourhood watch signage on Town Council streetlights.

The request for information about phone booth was noted. The Clerk will advise the enquirer that the booth was not adopted so it was removed by BT.

**131/18 Consultations**

The open spaces society draft strategic plan was noted.

**132/18 Reports from District and County Councillors**

The District Council has approved the twelve flats in Banson's Lane.

**133/18 To agree the Full Council meeting minutes of 18<sup>th</sup> October 2018**

**Resolved.** The minutes of Full Council Meeting held on are approved as a true record. Proposed Cllr Birch seconded Cllr Browning carries with one abstention.

**134/18 Finance Reporting.**

- a. The council received a list of all payments up to the end of October 2018
- b. The council received a list of budgetary information on all accounts

**Resolved.** The Council approves the budgetary information for October and notes the account balance of £36,238.91 tallies with the reconciliation. Proposed Cllr Reynolds seconded Cllr Browning and carried unanimously.

**135/18 Open spaces**

- a. To consider prices for new fences at the recreation field play area.  
The matter will be deferred to seek alternative quotes.

**136/18 Neighbourhood Plan Sub Committee**

Cllr Mendoza reported that progress is being made, but no meeting has been held recently. A representative of the sub-committee will brief the council at 7.30 p.m. prior to the next full council in December.

**137/18 Resolved.** To exclude the press and public for this meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following items contain confidential information relating to staffing matters. Proposed Cllr Birch seconded Cllr Browning and carried unanimously.

**138/18 To consider personnel matters and implications on the draft budget for 2019 - 2020.**

The Council noted the financial implications of staffing changes and requested that the Locum Clerk provide funding proposals for 2019 -20.

The Council considered the draft budget and made the following recommendations for inclusion in the final draft which will be considered at the December meeting.

- In line with the recommendation that the reserve should be at least 50% of precept, the Council will put aside sufficient money to achieve 40% of reserve in 2019 – 20 and 50% by 2020-21.
- The second tranche of money for the charity will be required, £14,000
- The Council will create a new budget heading 'Promoting Ongar' for improvements to town and street scene. £10, 000; to include items like Christmas lights £ 1,000, Ongar in Bloom - £250.
- Grants to local organisations £5,000.
- The Council agrees to replace the van like for like. Either a rental agreement for £5000 p.a or consider purchasing second-hand outright.
- Hand-over the CCTV system to Epping Forest District Council and part-fund it £5,000

**WISH LIST**

- Watering all the plant boxes – consider the purchase of a small water bowser £1,200
- Re-badge council signs which at present are labelled Ongar Parish Council £1,000
- Renew the castle information board which is sited in the Pleasance Car Park. The railway brings in many thousands of visitors to Ongar. £1,200
- Consider transferring the minibus to the charity.
- Consider seeking a grant to provide circuit training equipment which could be positioned around the perimeter of the recreation field. Council to provide seed funding £1000

**Resolved.** To allow the press and public to return to the meeting. Proposed Cllr Birch seconded Cllr Battersby.

**139/18 Items for next agenda.**

Framework for liaison with partner organisations – carried forward from November meeting.

Revocation of authority to email agendas

Review of high street surfacing

Castle street prices

Update on the Minibus.