



**Minutes of the FULL COUNCIL meeting  
Held online via zoom on 21<sup>st</sup> May 2020 at 2.30 p.m.**

**71/20 Those present and apologies for absence**

**Chairman** Cllr Birch  
**Councillors** Azzopardi, Battersby, Dadd, Feetham, Freeman, Mendoza, Piggott, Vaz.  
**Also present** The Locum Clerk, two members of the public.

**Resolved.** Apologies were noted from Cllrs Cole and Reynolds. Proposed Cllr Birch and carried unanimously.

**72/20 Declaration of Disclosable Pecuniary Interests.**

Cllr feetham declared a non-pecuniary interest in minute 82/20.

**73/20 To note the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.**

- a. The Town Council can now hold virtual meetings.
- b. The requirement for appointment of Chair, Vice Chair, Committees and representatives can be carried forward to May 2021.
- c. The requirement for an annual assembly can be carried forward to April 2021.
- d. The submission date for the annual return has been put back to September.

**The amendments were noted.**

**74/20 To consider adoption of a web meeting policy**

**Resolved.** The Council adopts the web meeting policy as published. Proposed Cllr Browning seconded Cllr Piggott and Carried unanimously.

**75/20 To confirm the reappointment of councillors in their current offices and capacities until May 2021**

**Resolved.** The Council approved the extension of the Chairman's appointment 245/19, Vice Chairman's appointment 247/19, committee membership 250/19, and delegates to outside bodies 251/19. Proposed Cllr Dadd seconded Cllr Piggott and carried unanimously.

**76/20 To agree standing orders for the year 2020 – 2021**

**Resolved.** The Council approves the standing orders as published. Proposed Cllr Browning seconded Cllr Battersby and carried unanimously.

**77/20 To agree financial regulations for the year 2020 – 2021**

**Resolved.** The Council approves financial regulations as published. Proposed Cllr Mendoza seconded Cllr Piggott and carried unanimously.

**78/20 Appointment of Clerk to administer dispensations in 2020 - 2021**

**Resolved.** 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 Browning seconded Cllr Mendoza and carried unanimously.

**79/20 To agree the terms of reference for Council and Committees.**

Cllr Dadd considers that the Town Council needs a Planning Committee to ensure the unique character of Ongar is maintained and enhanced and its Neighbourhood plan Policies are being adopted in the spirit they were designed. Epping Forest District Council Planning Officers now have more delegated powers so fewer decisions are made by District Councillors. Decisions can then be scrutinised accordingly.

The terms of reference for all existing committees were accepted as published and the draft planning terms of reference were amended to specify four members, not necessarily from each ward. Meetings will normally be held prior to full council, but the start time would be adjusted to suit the current workload and additional meetings would be called when needed.

**80/20 Resolved.** The council approves the creation of a planning committee with the amended terms of reference. Proposed Cllr Dadd seconded Cllr Mendoza.

**81/20 Public participation.**

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.

*A resident sent this statement by email. It is vital for a Council to have a Planning committee. There are significant developments planned for this area, which may be expanded further. Without a planning committee at Town Council level, developers will have greater freedom to impose on the town whatever suits them best. We will find decisions will be made without further consultation to the detriment of our community. Ongar Town Council, for some time now, has not had a Planning Committee and is the only Town Council in Essex without one. OTC's lack of involvement has seen planning applications, which otherwise would have come under greater scrutiny, being passed without any debate, and often to the local detriment.*

Other Residents have been dismayed by the lack of support in planning matters, and will be delighted to hear the Planning Committee has been reinstated.

The complaints about locked play equipment were noted.

A resident noted that there was a lot of litter and rubbish being left in public spaces.

**82/20 To consider grant applications**

Ongar Community Sports Charity – requests £5K for car park.

The Council noted that this is a restatement of a previous application rejected at minute 372/19 and 393/19. It was approved at minute 4/20 as a grant of £5,000 subject to the Charity raising the balance of £45,000. Following a change of plan, the application has been resubmitted for £5,000 toward a balance of £6,095. Before considering the grant, the Council will require more information as there are concerns about planning permission, drainage, parking capacity and clarity of design. The Council also requires a business case and an explanation of why the revised scheme is so much cheaper.

Ongar Cricket Club – requests £500 for scoreboard.

The Council requested more information about the benefit to the community before considering this award.

The Council requested that the Office should filter applications and not include them as an agenda item unless all information is available to decide on the value of the project.

**83/20 Correspondence**

Complaints about play equipment being locked up  
Complaints about play equipment not being locked up  
Complaints about restrictions to car parking.

The Council noted that the play equipment and Car Park were kept locked as specified by the Coronavirus Act 2020. Pedestrian access to the land has been maintained throughout. In a wider sense, as the landlord of Jubilee Park, the Council may retain responsibility for maintaining public access at all time. The Council could consider taking legal advice on the matter.

**84/20 Consultations**

None

**85/20 Reports from District and County Councillors**

There was no update from District and County Councillors on matters relating to Ongar.

**86/20 To agree the Full Council meeting minutes of 19<sup>th</sup> March 2020**

**Resolved.** The minutes of Full Council Meeting held on are approved as a true record. Proposed Cllr Piggott seconded Cllr Azzopardi and carried with two abstentions from those not at the meeting.

**87/20 To agree the CoVid emergency meeting held on 19<sup>th</sup> March 2020**

**Resolved.** The minutes of CoVid Emergency Meeting held on are approved as a true record. Proposed Cllr Azzopardi seconded Cllr Mendoza and carried with two abstentions from those not at the meeting.

**88/20 Finance Reporting.**

- a. To receive a list of all payments up to the end of April 2020.
- b. To receive a list of budgetary information on all accounts.

**Resolved.** The Council notes the budgetary information for April and confirms that the account balance of £24,186.04 agrees with the reconciliation. Proposed Cllr Mendoza seconded Cllr Feetham and carried unanimously.

**89/20 Car parking.**

To note the response from EFDC to a request for free parking during lockdown.  
Strenuous attempts have been made to persuade the District Council to waive the parking charges during the lockdown, but no progress has been made and the charges still stand. Proposals have been made but not followed up by the District Council. It was agreed to amend the terms of reference of the car park working group to consider this. The Neighbourhood Plan is good vehicle to take this forward.

**90/20 Ongar in Bloom**

The Council noted that OAGS can no longer undertake the planting or maintenance of the high street planters.

The Council noted that Ongar in Bloom are unable to undertake planting this spring as their members must remain in isolation.

The Council noted the appointment of 4Seasons Landscaping to manage the planting.

**91/20 Security of play equipment**

The Council noted breaches of lockdown in Chipping Ongar play areas. Several methods have been tried to remind residents of the restrictions on use of public equipment, but a minority have chosen to break any restraints on the equipment.

**92/20 Shelley Park playground**

To appoint contractor for the enhancement of play equipment.

The Council required further information from the contractors to ensure that like-for-like prices have been received and a fair comparison was possible. The information received so far was summarised by Cllr Piggott and circulated all councillors to note.

**Resolved.** A recommendation would be made by Cllrs Birch, Reynolds and Mendoza for approval at the next full council meeting. Proposed Cllr Birch seconded Cllr Browning and carried unanimously.

**93/20 CCTV contract update.**

The Council noted that all the installations were set-up, working and being monitoring as agreed.

**94/20 Neighbourhood Plan**

To receive feedback from the last Working Group meeting, to note progress and agree future actions.

The Working Group will complete the presentation soon and the documents will be circulated in advance for consideration. Time to be agreed.

**95/20 To receive update on heavy goods vehicles in high street**

Following an email from Essex County Councillor McEwen, it was noted that the next LHP meeting will be in June, so prompt action is needed. The High Street is classed as a PR1 radial status so there are few options for physical restrictions. The goal is to make the town centre a safer, more pedestrian-friendly environment. The working group will follow through with the original agreement and liaise with Essex County Council.

**96/20 To consider the requirements and timetable for review and approval of draft neighbourhood plan in advance of Regulation 14 consultation.**

Previously considered in 94/20

**97/20 Climate Change working party update**

The tree planting work scheduled for spring will be put back to autumn.

**98/20 Items for next agenda.**

Location of bins in high street

All other items from previous agendas

Allotments.

Nature reserve and bridge

Fencing at old allotments

**Meeting closed at 16.08**