



LAMBOURNE PARISH COUNCIL

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Serving the Communities of Abridge & Lambourne End

To Members of the Council

You are hereby summoned to take part in an Ordinary Meeting of the Council on

Wednesday 13th March 2024 at 7.45pm in the Abridge Village Hall.

Members of the public and press are invited to be present, and the following business will be transacted.

Adriana Jones, Locum Clerk



8th March 2024

AGENDA

1) APOLOGIES FOR ABSENCE

To receive apologies for absence and vote to accept them.

2) DECLARATIONS OF INTEREST

To receive declarations of interest from Members in any item on the agenda, in accordance with the Members Code of Conduct.

3) RIDE LONDON / ESSEX

Talk and discussion with a representative from Ride London / Essex about this year's event.

4) PUBLIC PARTICIPATION

To hear representations from members of the public. The maximum time allowed for this item is 15 minutes, at the close of this item members of the public will no longer be permitted to address the Council unless asked/invited by the Chairman.

5) ESSEX COUNTY MINERALS PLAN

To discuss the way to move forward with regards to the consultation of the plan.

6) MINUTES OF THE LAST MEETING

To approve as a correct record the minutes of the Council meeting on 14th February 2024.

7) CLERKS REPORT

To note the Clerk's written/verbal report of the last month and any relevant correspondence.

8) PLANNING

To consider the following planning applications for comment:



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| EPF/0106/24 | Oaklee Farm, Manor Road, Lambourne, Romford, RM4 1NB | To remove all existing structures, hardstanding, compound boundary fencing and material stores and construct 1no. carbon zero high quality two bedroom detached contemporary dwelling. https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv00000015vJ Response deadline: 11 th March 2024 |
| EPF/2779/23 | 35, Ongar Road, Lambourne, Romford, RM4 1UD | Proposed Loft Conversion and Rear Extension works https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000000bpB Response Deadline: 18 th March 2024 |
| EPF/0160/24 | Shoeluck Cottages, Church Lane, Lambourne, Romford, RM4 1AB | Demolition of Existing Cottages and Erection of Replacement Dwelling at 1+2 Shoeluck Cottages, Church Lane, Abridge, Essex RM4 1AB https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000001LyT Response Deadline: 18 th March 2024 |

9) MEETING DATES FOR 24/25

To discuss and agree meeting dates for the municipal year 2024/25.

10) REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

To note any report from District and County Councillors.

11) HIGHWAYS REPORT

To consider any new Highways matters.

12) NEW PARISH COUNCILLORS

To consider any new potential Councillors and consider co-option if appropriate.

13) PARISH AGM

To agree the date, time and location of the annual meeting of the electorate, which must take place between 1st March and 1st June each year.

14) REVIEW OF COUNCIL POLICIES

To review the Grievance, Health & Safety, Equal Opportunities, Sickness, Data Protection, Expenses, Grant & Discipline Policies.

15) INTERIM RFO

To consider the appointment of an interim RFO to ensure business continuity of the Council.

16) CCTV AT THE PLAYGROUND



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To consider the repair of CCTV at the Playground.

17) PLAYGROUND INSPECTION

To consider the next playground inspection.

18) GRASS CUTTING CONTRACT

To discuss and consider the grass cutting contract which is up for renewal.

19) COUNCIL INSURANCE

To consider the renewal of the Councils insurance cover.

20) REPORT OF RESPONSIBLE FINANCIAL OFFICER

- a) To authorise payment of cheques listed on RFO Report
- b) To note Bank Reconciliation

21) CHRISTMAS LIGHTS

To consider the future contract for festive lighting.

22) HR SUB-COMMITTEE

To agree the Terms of Reference for the HR Sub Committee.

23) INFORMATION EXCHANGE

For Councillors to raise any issues to be considered for the next meeting.

24) DATE OF NEXT MEETING

To note that next meeting will be held on Wednesday 17th April in the Lambourne End Parish Rooms.

25) STAFF MATTER

In the event that the agenda contains a matter which may require exclusion of the public and press under the Public Bodies (Admission to Meetings) Act 1960, the Council may by resolution exclude the public and press from the meeting by reason of the confidential nature of the business to be transacted, or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings, and where such a resolution is passed, the Act shall not require the meeting to be open to the public during proceedings to which the resolution applies. Councillors are asked to consider the following motion to exclude the public and press:

Motion: To exclude the public and press for reasons of confidentiality and data protection relating to a staffing matter.

26) CLOSE OF MEETING