



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL ON THURSDAY 18th JUNE 2024 at 7.00pm**

CHAIRMAN: Cllr Mark Cottrell

CLLR'S PRESENT: Cllr Jacqui Dowton; Cllr Paul Daft.
Cllr Cristopher Bateman; Cllr Terri Sargent

ALSO PRESENT: Cllr Stuart Allen; Cllr Alex Myers; Cllr Malcolm Buckley; Cllr Tony Ball

72/2024 APOLOGIES FOR ABSENCE:

None

73/2024 DECLARATIONS OF INTEREST:

To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda item. None
Members signed the Acceptance of Office and Register of Interest. None given

74/2024 MINUTES OF PREVIOUS MEETINGS:

To receive and agree the minutes of Noak Bridge Parish Council held on 21st MAY 2024. The minutes are a true and accurate record of the meeting - **Agreed** and signed by the chairman

75/2024 NEIGHBOURHOOD PLAN CONSULTATION:

Cllr Sargent reported the draft Neighbourhood Plan and supporting documents were ready for approval. Cllr Sargent, proposed the documents were agreed and sent to Basildon Council for the next stage of the NP process, seconded Cllr Cottrell - **Agreed**

Cllr Sargent was finalising the Community Consultation report on behalf of the steering committee, the consultant would be sending the Basic Conditions to Basildon Council.

Cllr Sargent asked for members of the steering committee to help complete the community facilities report, progress to be reported at the next meeting

76/2024 AGAR YEAR 2023 – 2024:

The Council considered the AGAR documents individually

1. Annual Internal Audit Report 2023/2024, proposed Cllr Cottrell, seconded Cllr Daft - **Agreed**
2. Annual Governance Statement 2023/2024, proposed Cllr Dowton, seconded Cllr Daft- **Agreed**
3. Accounting Statement 2023/2024, proposed Cllr Cottrell, seconded Cllr Bateman – **Agreed**
4. Notice of Public Rights year end March 2024, from Monday 24th to Friday 2nd August
Proposed Cllr Daft, seconded Cllr Dowton - **Agreed**

5. The documents were duly signed and to be sent to the External Auditor PKF Littlejohn and published on the website and noticeboards

77/2024 BANK ACCOUNTS UPDATE:

The chairman agreed to explore an investment bank account and report back to the next meeting. Cllr Sargent to speak to Nationwide. Cllr's Bateman and Daft agreed to be signatories

78/2024 COMMUNITIES PROJECT UPDATE:

Cllr Daft reported he had been in contact with a Christmas Lights company and sent members a website link, a quote would be sought along with 2 others and reported back to the next meeting

Cllr Dowton suggested a real Christmas Tree be erected on the mound by the Noak Bridge sign, Cllr Sargent to seek permission from Basildon Council
Cllr Sargent reported that the play park was due for improvements by Basildon Council in 2025-2026 and asked the parish council to consider earmarking £20k from the community project budget to fund additional equipment. Having spoken to Basildon Council the project could involve the community and be redesigned to accommodate the community consultation.
Proposed by Cllr Dowton, seconded Cllr Sargent - **Agreed**
VE Day proposals are being considered

79/2024

COUNCILLOR TRAINING:

The chairman had looked into training provided by the EALC requested by Cllr Daft and Cllr Bateman and reported two available dates, 13th and 20th July 2024 at a cost of £130 for two modules. Cllrs to report back at the next meeting

80/2004

COUNCILLOR EMAIL ADDRESS UPDATE:

The Council considered parish Cllr email addresses between .GOV versus Gmail
Members requested Gmail - **Agreed**

81/2024

CLERK INTERVIEWS:

The chairman reported applications had been received from clerk candidates and suggested the interview panel consists of himself, Cllr Sargent and Cllr Dowton - **Agreed**

82/2024

COUNCIL TO CONSIDER BASILDON COUNCIL SERVICE LEVEL AGREEMENT TO MANAGE CCTV SERVICE:

The council considered the Service Level Agreement stating it would be the best form of CCTV provision, Cllr Sargent to inform Basildon Council and request timescales. Proposed by Cllr Bateman, seconded by Cllr Daft - **Agreed**

83/2024

APPOINTMENT OF REPRESENTATIVES:

The council considered the appointment of Parish Cllr's to:
Association of Local Councils (ALC) Cllr Cottrell
Basildon Council Liaison Group Cllr Cottrell and Cllr Sargent
Agreed

84/2024

FINANCE:

Council to note the return of £500 from the Community Events Group for the D Day Event
Council to consider:

Monthly Bank Reconciliation

Monthly Budget Sheet

June Payments

Bluestone Planning - £0
John P Watson Internal Audit - £180.00
Noak Bridge Hall Hire June Meeting - £50.00
Noak bridge Office Hire June Internal Audit - £50.00
Well Medical Replacement pads - £143.88

Member considered all items - **Agreed**

85/2024

PLANNING APPLICATIONS:

24/00658/FULL, Location 22 Hazel Close, Noak Bridge

To install a rear dormer with two Juliet Balconies - **No objection**

PLANNING APPLICATIONS DECIDED: None

86/2024

PUBLIC PARTICIPATION (15 MINUTES):

A resident informed the council the lights in Coppice Lane were now working after 2 years
A request for Lower Street underpass timescale for repair
Request for CCTV at Coppice Lane Pond, owned by Basildon Council permission required
Trees need trimming, ownership required
Green Substance on Durban Lane Pond
Parking Circle at shops, request for parking spaces to be marked out, resident to contact the South Essex Parking Partnership

87/2024

BOROUGH/COUNTY COUNCILLORS REPORT:

Cllr Alex Myers newly re-elected along with Cllr Terri Sargent and Cllr Stuart Allen as members for the new Castledon Crouch ward. Aware of the Crouch area, General Election, purdah period, Full Council on Thursday
Cllr Allen, Conservative group lost control of Council at May Elections, Labour group now in control with support from the Independent groups
Chief Executive retired. Appoint new Interim Chief Executive
All Members supplied with own Laptop owned by Basildon Council. Security reasons with restricted access, no longer require paper copies
Cllr Buckley reported more potholes to be repaired and many road works
GE purdah period meant no interference to democratic process
Cllr Ball reported bleed bags were being funded by ECC and would ask Cllr McKinley if Noak Bridge Village Hall could be an access point
Youth Strategy Group had met and reported knives on the street, youth workers concerned

88/2024

TO NOTE CORRESPONDENCE RECEIVED: Noted

89/2024

DATE OF NEXT MEETING:

July 16th, 2024

There being no further business the Chairman closed the meeting at 9.10pm

Signed

Chairman.....

Date.....