

# Epping Upland Parish Council

BRIEFING FOR THE CHAIRMAN IS HELD PRIOR TO THE MEETING

## AGENDA

You are hereby summoned to attend a Meeting of Epping Upland Parish Council on **Monday 16 September 2019 at 7pm** in Epping Green Chapel for the purpose of transacting the following business:

**1 Chairman's Welcome**

**2 Apologies and reasons for Absence**

To Receive apologies and reasons for absence

**3 Declarations of Interests**

To Receive any Declarations of Interests, existence and nature, referring to items on this agenda

Members of the Council are subject to the Council's Code of Conduct, Localism Act 2011

**4 Minutes of Previous Meeting**

To Agree minutes of the Parish Council Meeting held 22 July, previously circulated

**5 Public Participation Session**

To Allow members of the public to address councillors with regard to items on the agenda and other matters of mutual interest

(Maximum time allowed for this item is 15 minutes – 3 minutes per speaker. At the close of this item members of the public will no longer be permitted to address the Council.)

**6 Clerk's Report**

To Receive the Clerk's Report on items not otherwise listed on this agenda

**7 Finances**

**1 Statement of Finance**

To Receive the Statement of Finances as at 31 August, circulated

**2 Payments and Receipts**

To Approve Payments and note any Receipts (income)

**3 Direct Debit for Storage**

To Agree that monthly payments for the office storage facility at Lok'n Store are made by Direct Debit

**8 Planning**

**1 Planning Committee**

To Note Minutes of the Planning Committee held 5 August, 9 September (draft), circulated

**2 Planning Applications**

To Consider and comment on the following planning applications:

**EPF/1629/19 – The Barn 5 Chambers Manor Mews**

Proposed new dwelling

**EPF/1912/19 – Gibbons Bush Farm Epping Road**

Proposed extensions and alterations to the house

**3 Conservation Areas**

To Receive an update

**4 Copped Hall Estate**

To Consider further actions from the Parish Council meeting held on 22 July, minute 049/19,

in regard to a possible Housing Needs Survey or any other related matter

### **5 Epping Town**

To Consider a request from the County Councillor for comments on 1) proposal for flats at Epping Station which it is understood has been called in and 2) loss of shops in Epping High Street, see Planning Committee 9 September 2019 minute 032/19

### **9 Playground**

To Receive an update

### **10 Allotments and Millennium Garden**

To Receive Councillors' and Clerk's reports

### **11 Burial Ground**

#### **1 Councillors' and Clerk's reports**

To Receive Councillors' and Clerk's reports

#### **2 Interments and Memorials**

To Note any interments and memorial applications received since the last meeting

#### **3 Exclusive Right of Burial**

To Sign any Deeds granting Exclusive Right of Burial

#### **4 Burial Ground Regulations**

To Review the Burial Ground Regulations and Consider increasing the time allowed before a memorial/headstone can be erected.

Can be viewed at <https://www.essexinfo.net/epping-upland-parish-council/burial-ground/>

### **12 Community Safety Liaison**

To Receive Councillors' and Clerk's reports

### **13 Footpaths, Open Spaces and Village Green**

To Receive Councillors' and Clerk's reports

### **14 Highways**

#### **1 Councillors' and Clerk's reports**

To Receive Councillors' and Clerk's reports

#### **2 Rye Hill Road**

To Consider any action in relation to a request from a resident, see Council 22 July minute 059/19

### **15 Local Councils' Liaison**

To Note that the meeting takes place this evening and that apologies have been given.

### **16 Passenger Transport**

To Receive Councillors' and Clerk's reports

### **17 Epping & Theydon Garnon Joint Charities**

To Receive any update

### **18 Council Policies**

To Review the Council's Policies: Standing Orders, Financial Regulations, Complaints, Freedom of Information Publication Scheme, Grant Awarding Policy, Privacy Policy (Data Protection), Training Policy.

All can be viewed at <https://www.essexinfo.net/epping-upland-parish-council/policies/>

### **19 Training**

To Receive an update

### **20 Website**

To Receive an update and Consider any further action

**21 VE Day 2020**

To Consider any activities and/or celebrations for the 75<sup>th</sup> anniversary of VE Day in 2020. May Bank holiday has been moved to Friday 8 May 2020 with events taking place 8-10 May.

**22 125 years of the Parish/Town Council sector**

To Consider any activities to recognise 125 years of the sector

**23 Information Items**

To Note any items, for information only, that have arisen since the agenda was published and cannot be held over to the next meeting or agenda items for future meetings. No decisions can be made under this item.

**24 Exclusion of Public and Press**

To Consider the exclusion of the Public and Press from the following items which are of a confidential/commercial /sensitive nature and open discussion would not be in the public interest (Public Bodies [Admission to Meetings] Act 1960)

**25 Allotments Permissive Right of Way**

To Receive an update on the solicitor's progress and consider any further action

**26 New Clerk**

To Receive an update in relation to the New Parish Clerk and Agree arrangements for the remaining handover, training, archiving and future support



Signed

*Val Evans*

Mrs V Evans PSLCC  
Clerk to the Council  
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10 September 2019