

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 20 May 2019 at 7.00pm** in Epping Green Chapel for the purpose of transacting the following business:

- 1 Chairman's Welcome**
- 2 Apologies and reasons for Absence**
To Receive and Accept apologies and reasons for absence
- 3 Declarations of Interests** (existence and nature)
To Receive any Declarations of Interests 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 Annual Parish Council Meeting held 13 May, 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 Audit Report**
To Consider the report of the Internal Auditor, circulated
- 8 Asset Register**
To Approve the Council's Asset Register, circulated
- 9 Year End and Annual Governance & Accountability Return (AGAR)**
 - 1 Statement of Finance**
To Receive the Statement of Finances as at 31 March 2019 (year end), circulated
 - 2 Bank Reconciliation**
To Note the Bank Reconciliation as at 31 March 2019, signed by the Chairman and the Responsible Financial Officer
 - 3 Certificate of Exemption**
To Agree to Certify as Exempt and Sign the Certificate of Exemption as 'the higher gross income or expenditure did not exceed £25,000 in the year of account ended 31 March 2019' and the qualifying criteria apply, circulated
 - 4 Annual Governance Statement**
To Complete, Approve and Sign Section 1 - Annual Governance Statement 2018/19, circulated
 - 5 Accounting Statements**
To Approve and Sign Section 2 - Accounting Statements 2018/19, circulated
- 10 Finances**
 - 1 Statement of Finance**
To Receive the Statement of Finance as at 30 April, circulated

2 Carry Overs from 2018/2019

To Agree amounts to be carried forward to 2019/20

3 Payments and Receipts

To Approve Payment of Invoices and note any Receipts (income)

4 Insurance

To Consider the Insurance quotation for the year 1 June 2019 to 31 May 2020

5 Bank Signatories

To Review the Bank Signatories and Add a new signatory following the retirement of former councillor Ms Ann Pegrum

11 Planning

1 Planning Committee

To Note Minutes of the Planning Committee held 8 April and 29 April (draft), circulated

2 The Travellers Friend

To Consider a recommendation from the Planning Committee to pursue the nomination of The Travellers Friend public house as an Asset of Community Value (Planning Committee minute 120/18 29 April 2019).

12 Playground

To Note Minutes of the Playground Committee held 8 April, circulated

13 Allotments and Millennium Garden

1 Councillors' and Clerk's reports

To Receive Councillors' and Clerk's reports

2 Millennium Garden – Interpretation Boards

To Consider proposed interpretation boards and a financial contribution, details circulated

14 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 Trafalgar Tree Plaque

To Consider a current quotation for the plaque

15 Community Safety Liaison

To Receive Councillors' and Clerk's reports

16 Footpaths, Open Spaces and Village Green

1 Councillors' and Clerk's reports

To Receive Councillors' and Clerk's reports

2 Village Green – Dog Waste Bin

To Confirm the increase in collections from fortnightly to weekly

17 Highways

To Receive Councillors' and Clerk's reports

18 Passenger Transport

To Receive Councillors' and Clerk's reports

19 Training

To Receive an update

20 Local Council Award Scheme

To Consider reaccrrediting for Foundation Level: reaccrreditation date August 2020

21 Economic Plan 'Nurturing Growth'

To Consider any response to EFDC's consultation on a draft strategy to support economic growth in the district, circulated

22 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.



Signed

Val Evans

Clerk to the Council

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14 May 2019