

BUCKHURST HILL PARISH COUNCIL

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20 July 2018

A Meeting of the Parish Council will be held at **7.00 pm on Thursday 26th JULY 2018**, at **Buckhurst Hill Library, 165 Queens Road, Buckhurst Hill**, and you are hereby summoned to attend. Members of the public and press are invited to be present and the following business will be transacted.

Mr K. O'Brien
Clerk to the Council

AGENDA

Prior to the commencement of the meeting, the Chairman will call for a minutes silence as a mark of respect for the late Barbara Blossom, former Parish Council Chair and Councillor.

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

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. The Code of Conduct requires Members who have declared a pecuniary interest in an item to withdraw from the room whilst that item is being considered. Members of the Council are subject to the Council's Code of Conduct, Localism Act 2011.

3. **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.

4. **MINUTES**

To approve as a correct record and authorise the Chairman to sign the Minutes of the Annual Council meeting of May 31st, 2018 circulated previously.

5. **MINUTES OF COMMITTEES**

To note the minutes of the following committee meetings:

- **Planning & Environment:** 7 and 21 June, 5 and 19 July (draft).
- **Accommodation:** June 7th (draft).
- **Finance & Establishment:** June 21st (draft).
- **Neighbourhood Plan:** July 5th (draft).
- **Personnel:** July 19th (draft).

6. **CHAIRMAN'S AND CLERK'S COMMUNICATIONS**

To receive communications from the Chairman of the Council, or the Clerk to the Council. Please note that no decisions can lawfully be made under this item, as that business must be specified on the agenda.

7. **REPRESENTATIVES TO OUTSIDE BODIES**

To receive reports on any meetings attended.

8. **FINANCE**

To note the financial position of Central Funds and Personnel as at 30 June, 2018, circulated.

9. **COMMUNITY PLAYGROUP**
To consider and agree a request from the "Community Playgroup" (non-profit) for financial support by way of temporarily waiving hall hire.
10. **GREAT WAR CENTENARY POPPIES**
 - (a) To consider and agree the display of "Poppies" on lamp posts to mark the centennial of the end of the Great War, if agreement from Essex CC can be obtained.
 - (b) Subject to the outcome of (a), to discuss and agree where these may be displayed.
11. **FORWARD PLAN**
To review, discuss and agree the Forward Plan, circulated.
12. **HR POLICY**
To discuss a draft HR Policy, as circulated, and to agree on its adoption.
13. **STANDING ORDERS**
To note that Standing Orders now need to include reference to GDPR responsibilities and arrangements. The Clerk will use this opportunity to review the document as a whole and bring to the next meeting of Full Council for ratification.
14. **POLICE SPECIAL CONSTABLE**
To receive and note an update on progress regarding the recruitment of a Special Constable.
15. **INVITATION TO THE POLICE, FIRE & CRIME COMMISSIONER**
To discuss and agree on a proposal to invite Roger Hirst (PF&C Commissioner) to attend an Open Meeting here in Buckhurst Hill on Crime and Crime Prevention.
16. **CHAIRMAN'S CHARITY**
To note the Chairman's chosen charity for 2018/19 will be CRY (Cardiac Risk in the Young).
17. **SPEEDWATCH**
To receive and note an update.
18. **POTHoles**
To discuss and agree on a course of action that would seek to address the significant local "pothole" problem.
19. **SUMMER EVENTS**
To note possible events that R&C will be investigating future Parish Council participation in.

It is proposed the meeting move into private session for the remainder of the items to be discussed. (Public Bodies [Admissions to Meetings] Act 1960).
20. **PERSONNEL COMMITTEE**
To consider and agree recommendations emanating from the Personnel Committee meeting of July 19th.
21. **CLERK TO THE COUNCIL**
 - (a) To note the notification of intended retirement of the Clerk and to discuss and agree next steps.
 - (b) To discuss and agree for the Personnel Committee to oversee the recruitment process for a new Clerk.
 - (c) To discuss and agree a provisional recruitment timetable.