

BUCKHURST HILL PARISH COUNCIL

MR K O'BRIEN
CLERK TO THE COUNCIL
TEL: 0208 498 9933
E-MAIL: kevin.obrien@buckhursthillpc.gov.uk

165 QUEENS ROAD
BUCKHURST HILL
ESSEX IG9 5AZ

21 September 2018

A Meeting of the Parish Council will be held at **8.00 pm** on **Thursday 27th September 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

There will be a short presentation by Val Scott from CRY, this year's Chairman's Charity, prior to the start of the meeting.

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 July 26th, 2018 circulated previously.

5. **MINUTES OF COMMITTEES**

To note the minutes of the following committee meetings:

- **Planning & Environment:** 2 and 23 August, 6 and 20 September (draft).
- **Finance & Establishment:** 6 September (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**

- a) To note the financial position of Central Funds and Personnel as at 31 August, 2018, circulated.
- b) To consider the committees' budgetary requirements for 2019/20 and agree a recommendation to the Finance & Establishment Committee.

9. **FORWARD PLAN**

To review, discuss and agree the Forward Plan, circulated.

10. **POLICE REPORT**

To receive and note a report from Essex Police.

11. **HR POLICY**

To discuss a draft HR Policy, as previously circulated and to agree on its adoption.

12. **STANDING ORDERS**

To receive an update from the Clerk on the existing Standing Orders and to agree a proposed form of words to be inserted into Standing Orders, covering the new GDPR requirements.

13. **MEMORY CAFÉ**

To consider a proposal from the Buckhurst Hill Residents Society for support in the setting-up of a Memory Café. The purpose of which is to provide Dementia and Alzheimer's sufferers with a regular opportunity to receive refreshments and experience entertainment, crafts, games etc for a couple of hours.

14. **GREAT WAR CENTENARY POPPIES**

To receive an update on plans to place commemorative Poppies on street lamps in Buckhurst Hill to mark the 100th anniversary of the armistice.

15. **NEIGHBOURHOOD PLAN COMMITTEE**

To receive and consider a report with recommendations from the Neighbourhood Plan Committee and agree a course of action.

16. **FINANCE & ESTABLISHMENT COMMITTEE**

To receive and consider recommendations from the Finance & Establishment Committee and agree a course of action.

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).

17. **CLERK TO THE COUNCIL**

To receive an update on the recruitment process and agree a course of action.