



LAMBOURNE PARISH COUNCIL

www.lambourneparishcouncil.org

Serving the Communities of Abridge & Lambourne End

To Members of the Council

You are summoned to take part in an Ordinary Meeting being held on
Wednesday 13th September 2023 at 7.45pm

The meeting will be in the Abridge Village Hall.
Members of the public are welcome to join with a 15 minute
slot for the public to speak.

Tony Carter Clerk to the Council

AGENDA

1) APOLOGIES FOR ABSENCE

2) DECLARATIONS OF INTEREST

To make any declarations of interests relating to items on the agenda.

3) PUBLIC CONSULTATION

15 minute slot for members of the public

4) MINUTES OF THE LAST MEETING

To approve as a correct record the minutes of the Council meeting on
16th August 2023.

5) CLERKS REPORT

To note the Clerk's written/verbal report of the last month.

6) PLANNING

EPF/1546/23 - 1 Lambourne Square, Manor Road, Lambourne, Romford, RM4 1NJ
EPF/1961/23 - 67, Fancy Free, Hoe Lane, Lambourne, Romford, RM4 1AU

7) LONDON ROAD SAFETY

To decide on what should be sent to the LHP.

8) REPORT FROM DISTRICT AND COUNTY COUNCILLORS

To note any report from County Councillor.

9) CORRESPONDENCE

10) HIGHWAYS REPORT

11) NEW PARISH COUNCILLORS

To consider how to find two new Councillors if an election is not called by 25th September..



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12) PLAYGROUND MULTI-PLAY UNIT

To look at the report and quotations supplied and agree on a way forward.

13) PLAYGROUND CLIMBING FRAME OPTIONS

To discuss the different options.

14) SUBCOMMITTEE – PERSONNEL

To set up a Personnel subcommittee.

15) DEFIBRILLATOR MAINTENANCE

Update from Clerk on maintenance contract.

16) PLAYGROUND SIGNAGE

To look at replacing the signage at the playground and agree to do this.

17) REVIEW OF COUNCIL RISK ASSESSMENT

To review and Agree the LPC Risk Assessment.

18) COUNCIL QUORATE

To agree to reduce the quorate to 4 until new Councillors are in place.

19) REVIEW OF ASSET REGISTER

To review and Agree the LPC Asset Register.

20) CHRISTMAS LIGHTS

Update on Christmas Lights and Christmas tree

21) WORKNEST / HR

An update on HR services for dealing with the Clerk's employment.

22) FINGERPOST SIGN – MANOR ROAD/HOE LANE

To look at how to move forward with the broken/rotten sign post.

23) REPORT OF RESPONSIBLE FINANCIAL OFFICER

- a) To authorise payment of cheques listed on RFO Report
- b) To note Bank Reconciliation

24) INFORMATION EXCHANGE

For Councillors to raise any issues to be considered for the next meeting.

25) DATE OF NEXT MEETING/AGM – WEDNESDAY 18th OCTOBER 2023 – MEETING IN THE LAMBOURNE END PARISH ROOM.

26) PRIVATE SESSION

27) CLOSE OF MEETING



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