



# LAMBOURNE PARISH COUNCIL

[www.lambourneparishcouncil.org](http://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 16<sup>th</sup> August 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  
12<sup>th</sup> July 2023.

### **5) CLERKS REPORT**

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

### **6) PLANNING**

EPF/1459/23 - Ardele, 34 London Road, Lambourne, Romford, RM4 1UX

EPF/1546/23 - 1 Lambourne Square, Manor Road, Lambourne, Romford, RM4 1NJ

### **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**

Npower price increase letter

Footpath & Bridal way 12 month report

### **10) HIGHWAYS REPORT**



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## **11) NEW PARISH COUNCILLOR**

To confirm the start of the process to find a new Parish Councillor.

## **12) SAFETY INSPECTION ON MULTI-PLAY UNIT**

To agree the quote for the safety inspection.

## **13) COUNCIL PETTY CASH**

To Agree to write off the £20 Petty Cash that is on the Bank Balance.

## **14) DEFIBRILLATOR MAINTENANCE**

To consider and agree a maintenance contract.

## **15) COUNCIL PHONE CONTRACT**

To agree a contract for the council phone.

## **16) FOOTPATH 11 PUBLIC PATH DIVERSION ORDER 2022**

To agree a response to be sent to the Inspectorate before 11<sup>th</sup> September.

## **17) COUNCIL PETTY CASH**

To Agree to write off the £20 Petty Cash that is on the Bank Balance.

## **18) REVIEW OF ASSET REGISTER**

To review and Agree the LPC Asset Register.

## **19) CHRISTMAS LIGHTS**

To confirm the Christmas Lights and subcommittee.

## **20) FIRST QUARTER BALANCE**

For Cllr P Nash to confirm that the Q1 balances.

## **20) WORKNEST HR**

To agree to employ the WorkNest system to help with HR for staff.

## **21) REPORT OF RESPONSIBLE FINANCIAL OFFICER**

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

## **22) INFORMATION EXCHANGE**

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

## **23) DATE OF NEXT MEETING/AGM – WEDNESDAY 13<sup>th</sup> SEPTEMBER 2023 – MEETING IN THE ABRIDGE VILLAGE HALL.**

## **24) PRIVATE SESSION**

## **25) CLOSE OF MEETING**



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