

# Herongate and Ingrave Parish Council



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**Minutes of the Parish Council Meeting held at St. Andrew's Church Hall, Herongate on Wednesday, 22<sup>nd</sup> June 2011 at 7.15pm.**

**In the Chair:** Cllr D. Harman

**Present:** Cllr A. Bayless Cllr R. Watkins  
Cllr S. Theobald Cllr K. Pegram  
Cllr A. Thurgood

**Officers:** Theresa Grainger, Parish Clerk

**Members of Press and public** Four

## **11/12.40 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr A. Marsh who is away on a family holiday, Cllr K. Marsh who is away on a family holiday, Cllr S. Murphy who was ill and Cllr J. Roberts, ECC who is away on holiday.

**Apologies were accepted.**

## **11/12.41 MINUTES**

**Resolved** that the Minutes of the Annual Assembly and Annual General Meeting held on 24<sup>th</sup> May 2011 be approved as a correct record after a small change was made to Agenda Item 11/12.35 Planning and signed by Cllr D. Harman, in the Chair.

**Resolved** that the Short Minutes of the Meeting held on Wednesday, 23<sup>rd</sup> February 2011 be approved as a correct record and signed by Cllr D. Harman, in the Chair.

## **11/12.42 CLERK'S PROGRESS REPORT**

**Re. 11/12.21** – Museum Lease. Official documents have now been located and handed to the Solicitor regarding a Lease of the Museum and a customer care letter has been received from the Solicitor. We are now awaiting further documentation from the Herongate and Ingrave Preservation Society to progress this matter.

**Re. 11/12.30** - Local Government Pension Scheme. There is no longer a 28 day period of notice required as previously stated, therefore, this matter is now being progressed by the RFO with Essex County Council.

**Re. 11/12.36 – Finance.** The RFO has investigated a better rate of interest for monies on deposit and prepared a brief note which was circulated at the meeting outlining an Investment Plan with Lloyds National Clubs and Charities.

Cllr Pegram and Cllr Thurgood were given a form to sign in order for them to become bank signatories of the Parish Council’s accounts at Lloyds Bank.

**11/12.43 DECLARATION OF INTERESTS**

There were no declarations.

**11/12.44 PUBLIC PARTICIPATION SESSION**

A Councillor was approached by a resident who was under the impression that land off the alleyway between Middle Road and St. Nicholas Grove had been put forward for redevelopment. Discussion took place regarding this matter.

A member of the public enquired about a crossing for school children along the road from Herongate Tye. It was explained that this was an agenda item.

Cllr Harman showed Members a consultation document that he had been given at the Herongate Neighbourhood Consultation Event on 20<sup>th</sup> June 2011. He had been advised that this document was to have been delivered to all houses in the villages, however, it was established that not everybody received it. It was suggested that the Planning Group put together a response to this document.

**11/12.45 FINANCE**

(a) There were no cheques signed since the last meeting.

(b) Cheques signed at this meeting:

Payee	Cheque No.	Amount
Administration Costs	517	£587.14
Administration Costs Newsletter	518	£937.00
Administration Costs	519	£468.11
Administration Costs	520	£78.00
E.ON (Museum Energy Bill)	521	£10.97
RJE Design Consultants Ltd. (Billericay Rd. Pedestrian Feasibility Study)	522	£480.00
Songbird Survival (Charity Donation)	523	£50.00

NB: As the second signatory was absent from the meeting the cheques were taken to be countersigned on 24<sup>th</sup> June 2011.

(c) As at 17.06.11                      £3,810.00                      Treasurers Account  
     £97,838.23                      30 Day Investment Account

Regarding the RFO’s report on investing monies in a high rate deposit account, the Members would be interested to proceed with the investments as outlined upon receipt of further information regarding the period of notice and any penalties for withdrawal.

**Proposed: Cllr Theobald                                      Seconded: Cllr Pegram                      All agreed**

**11/12.46 CORVID – A REQUEST FOR A DONATION**

Cllr Harman outlined his findings and was confident to recommend that the Council donates a sum of £50.00 towards Songbird Survival under LGA 1972 section 137.

**Proposed:** Cllr Thurgood **Seconded:** Cllr Pegram **All agreed**

**11/12.47 PLANNING**

92 Billericay Road has now been approved.

51 The Meadows has been approved and work is now ongoing.

The Boars Head work is now finished and Cllr Watkins will go along and take a look.

**11/12.48 INGRAVE JOHNSTONE SCHOOL REQUEST FOR GRANT AID**

As there had been no feed-back from our investigations with the Borough regarding the legality of the Parish Council making a grant to the local school, Cllr Harman spoke with the EALC who advised that we could donate money to an organization within this category if we are confident it would be of benefit to the local community under LGA 1972 Section 137. Cllr Harman suggested a visit to the school to get a better feel for what they want/need, i.e. components for the hall. Cllr Watkins recommended that members look at the plans (which had just been received), talk with the school and report back at the next meeting.

**Proposed:** Cllr Watkins **Seconded:** Cllr Harman **All agreed**

**11/12.49 EMERGENCY PLAN**

A meeting took place between Cllr Marsh and the experts on this subject and a template has now been received by email and circulated to all Members. This item will be deferred to the next Meeting.

**11/12.50 HERONGATE TYE**

(a) A report was received from RJE Design Consultants and circulated to all Members prior to the Meeting. The report suggests that a pelican crossing is not feasible, however, extending the pavements and refreshing the road signs together with cutting back the trees in order to expose the flashing 30mph sign would be practical. Cllr Harman reported that Cllr A. Marsh suggested the report be sent to Cllr Roberts for action.

(b) As Cllr Murphy was absent this item will be deferred to the next Meeting.

**11/12.51 PEARTREE POND OPENING AND INAUGURATION OF BENCHES**

(a) It was confirmed that the date be 9<sup>th</sup> July 2011 at 3.00pm.

(b) All Members agreed that they would attend. The Press were notified and agreed that there would be a photographer present unless something dramatic happened elsewhere. The Clerk will bring the ribbon and scissors and print a suitable poster for the village notice boards. Cllr Theobald will organise the sound system and Cllr Marsh will organise the generator.

(c) It was decided that the event would be kept simple, with no refreshment. Cllr Marsh will open the event and a member of the public will dedicate the benches.

**11/12.52 HERONGATE MUSEUM**

(a) The working party was confirmed as Cllr A. Marsh, Cllr S. Murphy, Cllr S. Theobald and the Clerk.

(b) No date could be fixed and it was left to the Clerk to call at short notice to rally the working party.

(c) The Clerk will contact two Contractors to inspect the roof and floor of the Museum and report the findings at the next meeting.

**Proposed:** Cllr Bayless **Seconded:** Cllr Thurgood **All agreed**

**11/12.53 PROJECT DELIVERY OFFICER**

- (a) There was only one applicant for this position.
- (b) The interview panel will be Cllr Bayless, Cllr Harman, Cllr Thurgood and the Clerk. The applicant gave several dates for an interview and this will be arranged before the next Meeting. Cllr Harman will ring around to confirm a date.

**11/12.54 CORRESPONDENCE**

A list of all correspondence received by the Clerk having been previously circulated, was reviewed.

**11/12.55 TRAINING**

Cllr Thurgood expressed an interest in the Councillor Training Day 2. The Clerk will progress this matter.

**11/12.56 REPORTS FROM COUNCILLORS**

Cllr Harman reported on an invitation he had received to the Essex Rural Broadband Surveys Conference on the implementation of high speed broadband in rural areas on 4<sup>th</sup> July 2011 which he will attend.

Cllr Harman has been advised that it is now illegal to give away gold fish at fetes, etc.

**11/12.57 ITEMS FROM COUNCILLORS FOR THE NEXT AGENDA**

None were requested at this Meeting.

**11/12.58 DATE OF THE NEXT MEETING**

The next Meeting will be held on Tuesday, 26<sup>th</sup> July 2011 at St. Nicholas Church Hall, commencing at 7.15pm.

The Meeting closed at 9.04pm

Signed: \_\_\_\_\_ Chairman                      Date \_\_\_\_\_