

# Herongate and Ingrave Parish Council



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**Minutes of the Parish Council Meeting held at St. Nicholas Church Hall, Ingrave on Tuesday, 24<sup>th</sup> July 2012 at 7.15pm**

**In the Chair:** Cllr A. Marsh

**Present:** Cllr A. Bayless, Cllr D. Harman, Cllr S. Murphy and Cllr R Watkins,

**Officers:** Mrs. T. Grainger (Parish Clerk)

**Members of the public:** Cllr J Roberts (ECC) and two member of the public

## **12/13.050 Public participation session with respect to items on the agenda and other matters that are of mutual interest**

- Edryn Gillet from Essex Air Ambulance gave a compelling report on the important work of this organisation. She advised how Essex Air Ambulance could work with the Parish Council to raise funds. There were several questions from Members. Cllr A Marsh thanked Edryn for her time.
- Resident, Mr. Sadler spoke about the recent thefts from his property and how eventually some of the perpetrators had been caught and cautioned. He went on to talk about the dog mess left in Middle Road (a popular dog walking route). He said that not only did dog owners leave the mess on his verge but also bag it and leave it in the hedgerow or throw it in bags onto his property. He asked the Council to look into installing dog poo bins and putting up notices. Cllr A Marsh asked for agreement that the Parish Council looks into this problem and contacts the Borough. All agreed.
- Another resident raised concerns about the Japanese Nott Weed which appears to be growing into another resident's garden from Peartrees Pond. Cllr A Marsh advised the use of a strong weed killer which can be bought from a garden center. He mentioned that it is illegal to tip this plant into a waste site.
- Cllr Roberts advised that money had been released by ECC for the Billericay Road pavement extension.

## **12/13.051 Apologies for Absence**

Apologies were received from Cllr A Thurgood who was away on a family holiday. Cllr A Marsh also gave apologies for Cllr Kirsty Marsh, Cllr K Pegram and Cllr S Theobald. **Apologies were accepted.**

**Proposed:** Cllr A Bayless      **Seconded:** Cllr S Murphy      **All agreed**

## **12/13.052 Minutes**

It was agreed that the Minutes of the Annual Parish Council Meeting held on 27<sup>th</sup> June 2012 be accepted as a true record and signed by Cllr A Marsh, Chairman.

**Proposed:** Cllr A Bayless      **Seconded:** Cllr S Murphy      **All agreed**

### 12/13.053 Progress Report from the Clerk

- **Re Agenda Point 12/13.047** - Further to Cllrs S Murphy's report regarding Herongate and Ingrave Museum, the builder, Dominic, has now carried out roof repairs as agreed in Agenda Point 11/12.176. The estimate for this repair was £285.34 + VAT. The final invoice is yet to be received.

### 12/13.054 To receive Members' declarations of interest in items on the agenda

There were no declarations of interest.

### 12/13.055 FINANCE

- (a) Council approved an invoice from the Flower Show Committee for wine.

- (b) Cheques signed since the last meeting:

Payee	Cheque No,	Amount
None		

- (c) Cheques signed at this meeting:

A Marsh (Cut Above – car parking duties, Torch Event)	621	£140.00
MG Howard (internal audit fee)	622	£375.00
Brentwood Communications (radios - Torch Event)	623	£494.52
T Davenport (Clown & Juggler – Torch Event)	624	£660.00
Hannah Parish (H & I Flower Show – wine)	625	£272.00
Jennie Penkul (Newsletter)	626	£619.00
Vision Computing (Essex) Ltd. (Website)	627	520.00
The Fane Memorial Room (Website Training)	628	£23.10
Administration	629	£710.19
Administration	630	£394.71
A Marsh (Phone Expenses)	631	£20.00
HMRC	632	£71.91
Essex Pension Fund	633	£212.29

- (d) Bank Reconciliation as at 24.07.12

Current Account	£11,352
30 Day Investment Account	£3,843
Investment Account 1.55%	
Investment Account 1.70%	£15,000
Investment Account 2.44%	£25,000
Investment Account 1.80%	£20,000

- (e) Council agreed to write off un-reclaimable VAT as reported in Minutes 11/12.97 dated September 2011 of £1,778.02 in total.

**Proposed: Cllr D Harman      Seconded: Cllr S Murphy      All Agreed**

### 12/13.056 First Aid/Essex Air Ambulance

#### Essex Air Ambulance

Cllr A Marsh spoke of the report given by Edryn Gillet on behalf of Essex Air Ambulance earlier in the meeting. He reminded Members that the Parish Council has never officially adopted a charity before. The

Council did make a donation to this organisation last year after receiving a fundraising letter. Cllr D Harman felt it was a good idea to concentrate the money we have into a specific good cause and all Members agreed. The services of this organisation would be particularly valuable to our villages.

It was agreed by all Members to adopt a charity annually.

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

It was agreed by all Members to adopt Essex Air Ambulance for the financial year 2012/2013

**Proposed: Cllr S Murphy      Seconded: Cllr D Harman      All agreed**

It was agreed that the Parish Council would donate £500.00 to Essex Air Ambulance this year.

**Proposed: Cllr R Watkins      Seconded: Cllr A Bayless      All agreed**

### **First Aid**

Cllr A Marsh advised that the Parish Council is working towards a First Aid taster course to take place at the end of September/beginning of October which will be free and available to residents from the villages. At the course those residents who wish to make a commitment to the Community Support Plan will be put forward for a free fully certificated First Aid course and their details will go on a register. It is hoped that this project will be promoted at the Flower Show on 8<sup>th</sup> September.

### **12/13.057      Councillor Responsibilities/Budget Allocations**

Cllr A Marsh reviewed the Working Parties schedule which had previously been emailed to all Members. He explained his thoughts behind this schedule and the process of how each group would work in relation to the budgets set them. This proposal replaces the Parish Council's earlier intention of employing a Project Delivery Officer and the group Members will enlist other residents to join their teams. He asked Members to study the schedule and give their views at the next meeting.

### **12/13.058      Posts**

- (a) Cllr A Marsh explained the events leading up to the installation of posts on Common land adjacent to Donovans Gardens. This was an emergency situation with cars being parked on the grass area after torrential rain conditions and his explanation was accepted. The cost of installation by our regular Contractor is not yet known. The posts have been well received by the residents of Donovans Gardens.

**Proposed: Cllr R Watkins      Seconded: Cllr S Murphy      All agreed**

- (b) Regarding the unauthorised removal of the posts in Park Lane, Herongate, Cllr S Murphy reported that the Borough has not yet come back to her on this matter. She will chase them up for a reply.

### **12/13.059      Crime and Disorder**

Cllr A Marsh explained that he had received a telephone response to the Parish Council's letters to Essex Police. An Inspector from Epping Forest called to say that he was not the person responsible but he would ask the appropriate Officer responsible from Brentwood to call! At a recent meeting at the Borough Council offices, Cllr A Marsh met a Police Officer responsible for Community Policing who offered to send Police Officers to Ingrave to speak with the parents/carers at Ingrave Johnstone school who park their vehicles in the adjacent roads. The incentive is to raise awareness of the disruption caused by inappropriate and insensitive parking. Cllr Marsh will report back on these matters.

### **12/13.060      Herongate Village Hall**

Cllr A Marsh reported that he had attended a meeting with Officers from the Borough Council who felt it would be appropriate to contact the other representatives of the Trustee groups to call a meeting regarding the future of the hall, which will take place at the end of September/beginning of October. It is possible that the Borough is looking to demolish the building. Cllr Marsh has spoken with an Architect with a view to preparing a feasibility report and possibly some drawings for a new building to replace the hall. The cost for this report would be in the region of £625. He asked Members to give consideration to this approach

however, as the Borough is the Custodian Trustee, there is nothing the Parish Council can actually do with the building at present. The idea of the feasibility report/drawings would be to present an alternative view to demolition to the Borough. Some Members did not seem enthusiastic about spending this money and discussion took place regarding other funding sources. The Parish Council will await the outcome of the meeting.

**12/13.061 Billericay Road**

Cllr A Marsh advised that the Borough Council Rangers had cut back the vegetation along the road but the VAS sign is yet to be cleared. As previously reported by Cllr J Roberts, funding had been released for the footpath extension. The focus is now on the school bus.

**12/13.062 Bus Services**

**Sunday Bus Service**

Cllr S Murphy informed that she had been in touch with Tina Tickner of the Community Bus Service who wants to wait a full three months before a review of this service and will report back in September. Cllr Murphy advised that she was attending the Parish Council Meeting of West Horndon later in the week when she expected to hear their proposal to join the service. Regarding the cost, Tina Tickner felt that West Horndon should pay £4,000, the same as the other Parish Councils and that the overall cost should not be diluted by another user.

**Shenfield Bus Service**

This matter was deferred until September.

**12/13.063 Planning**

**9 Donovans Gardens**

Cllr R Watkins reported that the residents of this property had appealed to the Secretary of State against the Council's decision to refuse planning permission for the proposed development of a 2m boundary wall (retrospective).

There is still no news on training.

A list of applications received and determined during July was received and agreed.

**Proposed: Cllr D Harman      Seconded: Cllr A Marsh      All agreed**

**12/13.064 Correspondence**

A list of correspondence, having been previously circulated, was noted.

**12/13.065 Reports from Councillors**

Cllr D Harman reported that he had attended an extra-ordinary meeting of BPCA called to discuss the new Code of Conduct and Declarations of Interest that became Law on 1<sup>st</sup> July 2012. There is a requirement to adopt the new Code of Conduct and all Members are being asked to declare the interests of their partners as well as their own. Apparently the Declarations will have to be made public on the Parish Council website. It was suggested that the Parish Council writes to Louise McKinlay of Brentwood Borough Council and Eric Pickles MP regarding these issues. The Parish Council has six weeks to sign up to these documents.

**12/13.066 Items from Councillors to be added to the next Agenda**

None.

**12/13.067 The next meeting will be held on Wednesday, 26<sup>th</sup> September 2012 at St. Andrews Church Hall, Herongate.** The meeting closed at 10.00pm

Signed:..... Chairman

Date:.....