

Herongate and Ingrave Parish Council



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Minutes of the Parish Council Meeting held at St. Andrews Church Hall, Herongate on MONDAY, 23rd June 2014 at 7.15pm.

Present: Cllr N. Amor, Cllr A. Bayless, Cllr P. Hawkins and Cllr S. Murphy

Officers: Mrs T. Grainger (Clerk)

Members of the public: Four plus Cllr R. Hirst (BBC) and Cllr J. Squirrell (Ward Councillor – BBC)

14/15.056 To appoint a Chairman for this Meeting

Cllr S. Murphy was nominated to Chair this meeting.

Proposed: Cllr P. Hawkins **Seconded:** Cllr A. Bayless **All agreed**

14/15.057 To record that Cllr A. Kingsford signed the Declaration of Acceptance of Office as Chairman on 30th May 2014

This was noted.

14/15.058 Public participation session with respect to items on the agenda and other matters that are of mutual interest

A resident asked about the Parish Council's intentions regarding School Lane and should we be looking at other private roads within the villages as well. Cllr S. Murphy is going to ask the legal department at the Borough for advice. This matter is on the agenda.

14/15.059 Apologies for absence

Apologies were received from Cllr A. Kingsford, Cllr D. Harman, Cllr S. Theobald and Cllr K. Pegram. Apologies were accepted.

Proposed: Cllr A. Bayless **Seconded:** Cllr N. Amor **All agreed**

14/15.060 Minutes

(a) The Minutes of the Annual Parish Council Meeting held on 27th May 2014 were accepted as a true record. Minutes were signed by Cllr S. Murphy.

(b) The Minutes of the Extraordinary Parish Council Meeting held on 4th June 2014 were accepted as a true record. Minutes were signed by Cllr S. Murphy.

Proposed: Cllr A. Bayless **Seconded:** Cllr P. Hawkins **All agreed**

14/15.061 Progress Report from the Clerk

Report on matters arising from Minutes dated 27th May 2014

Button Common - The Contractors have now commenced work on Button Common.

Bus Shelters - Brentwood Borough Council has started to prepare the bases for the bus shelters at Herongate and Ingrave.

Village Signs - The Artist has presented draft drawings which have been returned for small amendments.

Posts around grass area outside Green Man Pub - Most of the posts are now in and a local resident has thanked the PC for the excellent work.

Sign for Peartree Pond - I still have not had time to progress this item. Initial enquiries had no response.

14/15.062 To receive Members' declarations of interest in items on the agenda

There were no Declarations of Interest.

14/15.063 Finance

(a) Cheques signed since the last meeting.

Payee	Cheque No.	Amount
BBC (Museum Rates)	811	£154.24
Doppler Press (Newsletter)	812	£415.00
E.oN (Museum Electricity)	813	£14.44
Greenstow Foliage Ltd.	814	£4,000.00
EALC	815	£67.00

Proposed: Cllr S. Murphy Seconded: Cllr P. Hawkins All agreed

(b) Cheques signed at this meeting

Payee	Cheque No.	Amount
St. Andrews Church (Room Hire)	821	£20.00
M. Howard (Internal Audit)	822	£250.00
Vision Computing (Website upload)	820	£50.00
Administration	816	£669.69
HMRC	817	£69.06
Administration	818	£355.94
Essex Pension Fund	819	£257.71
SJK Planning	823	£279.00
EALC	824	£67.00

Proposed: Cllr P. Hawkins Seconded: Cllr N. Amor All agreed

(c) To approve accounts/bank reconciliation for June 2014

Current Account	£28,891.00
30 Day Investment Account	£3,847.00
Fixed Term Deposit Account 0.75% Maturity Date 05.06.14	
Fixed Term Deposit Account 1.10% Maturity Date 02.02.15	£25,000.00

The Clerk noted that the £25,000 shown under the Fixed Term Deposit 0.75% maturity date 05/05/14 should have been listed against the Fixed Term Deposit 1.10% maturity date 02/02/15.

Proposed: Cllr S. Murphy Seconded: Cllr P. Hawkins All agreed

14/15.064 Draft Audit Report 2013/2014

Councillors considered the Final Draft Audit Report and noted the findings and recommendations made.

14/15.065 Co-option

Councillors resolved that after the Borough agreed that the vacancy of Councillor could be filled by co-option then the Clerk would advertise the post with a two week closing date. Any applicants would be interviewed by the Chair, Vice Chair and one other if available and after confirmation of eligibility by the Borough, the suitable applicants would be invited to attend a meeting where full Council would make a final decision.

14/15.066 School Lane

Cllr K. Pegram was unavailable to give a report. Cllr S. Murphy agreed to approach the Legal Department of BBC for advice and also contact the Residents' Association of another local private road for further information.

14/15.067 Parish Paths Partnership (P3) Agreement

Cllr P. Hawkins outlined the Agreement to the Council and his discussions with Laura Dunnell, ECC. A member of the public (a previous Councillor) advised that this agreement had been signed by the Parish Council some years ago. The Clerk responded that this cannot be located. It was resolved that the agreement be signed by Cllr A. Kingsford upon his return.

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

14/15.068 Crime and Disorder

There were no issues to report however there was some discussion relating to reduced street lighting.

14/15.069 Planning

A list of planning applications received and determined since the last meeting was agreed.

Cllr P. Hawkins reported that the hedge of 50 The Meadows had been removed and asked that a formal request be made by the Clerk to the Arb Officer at BBC to see if there is a TPO on the hedge.

Proposed: Cllr P. Hawkins Seconded: Cllr A. Bayless All agreed

14/15.070 Reports from Councillors

- Cllr S. Murphy reported that the residents of the Stud Farm had received a very formal letter from ECC regarding clearing their ditches adjacent to the A128. She had a meeting with the Officers at ECC Highways on site and it was established that there is no problem. Also the drain on the other side at the top of Common Road is clear.
Cllr Murphy also mentioned that the Shop/Post Office in Herongate will shortly be revamped so that the PO section will be given more space. Services will remain the same.
- Cllr P. Hawkins mentioned the yellow van which is being parked on the grass on the opposite side of the road to Peartree Pond. It is thought that this belongs to a contractor working in Thorntons.
Cllr Hawkins also mentioned the land which has been cleared at the rear of the Esso Garage. A resident and previous Councillor advised that the PC wrote to Esso about 10 years ago and asked them to keep the PC advised of any new proposals. It was suggested that the Clerk write to Esso again.
- Cllr N. Amor reported that he now has the log-in details for the new test website.
Cllr Amor also mentioned that he has seen (and picked up) dog mess in the enclosed play area on Ingrave Playing Field. He asked why the gate to this area opens outward which means a child could 'escape' with relative ease? Cllr A. Bayless said that the springy was still missing. It was suggested that the Clerk request a copy of the maintenance report from safety visits made by BBC.
- A Councillor reported that the hedge outside 22 Priests Field is now so overgrown that it is almost impossible to walk along the path. It was suggested that the Clerk report this to Essex Highways.
- A report from Cllr A. Kingsford was read out by the Clerk. This highlighted progress of work regarding the bus shelters, Button Common and Speedwatch.

14/15.071 Correspondence

A list of correspondence having previously been circulated was noted. The Clerk highlighted the following:

- Correspondence regarding the next Neighbourhood Action Team visit – it was suggested that work on the hedge around the Ingrave Village Sign be added to the list of works.
- Correspondence regarding the ECC Salt Bag Partnership – it was suggested that the depot in Doddinghurst belonging to Cut Above be used as storage for the salt. Cllr S. Murphy mentioned that she still has 13 bags of salt at the Olde Dog Pub which can be used.

14/15.072 Training

No requests were made for any training other than that already booked.

14/15.073 Items from Councillors to be added to the next Agenda

None.

14/15.074 The next meeting will be on TUESDAY – 22nd July 2014 at St. Nicholas Church Hall, Ingrave at 7.15pm

The meeting closed at 8.30pm

Signed:-----Chairman

Date:-----