

# Herongate and Ingrave Parish Council



Clerk to the Council:  
Mrs. Theresa Grainger  
34a Common Road  
Ingrave  
Brentwood  
Essex CM13 3QL  
Tel: 07851 214222  
Email: [clerk@herongateandingravepc.org.uk](mailto:clerk@herongateandingravepc.org.uk)  
WEBSITE: [www.herongateandingravepc.org.uk](http://www.herongateandingravepc.org.uk)



**Minutes of the Parish Council Meeting held at St. Nicholas Hall, Ingrave on Tuesday, 24<sup>th</sup> March 2015 at 7.15pm.**

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

**Present:** Cllr A. Bayless, Cllr M. Hannush and Cllr S. Theobald

**Officers:** Mrs T. Grainger (Clerk) and Mr D. Tooke-Kirby (RFO)

**Members of the public:** Seven

## **14/15.205 Public participation session with respect to items on the agenda and other matters that are of mutual interest**

Mr Alan Marsh, an Ingrave resident, asked the PC to help protect the countryside. He was attending the meeting to represent all the property holders at the end of the village where he lives. He was concerned that ECC had money it could use towards not only the control of public access onto private land/farm land but also to encourage people to respect the countryside. Dog owners allow their dogs to foul the footpaths and not clean it up or alternatively the owners do clean up the mess but then throw the bags into the trees and ditches. He reported an incident recently where a dog owner threatened to smash up the car of a worker on the land because he had requested the dog owner keep his dog on a lead and not walk across the farm land. Another issue was litter. Mr Marsh asked the PC for some financial assistance to encourage people to use and enjoy the countryside responsibly. He suggested signs regarding litter and dog fouling and possibly the installation of a combination dog/litter bin further down the lane. Another idea was CCTV to catch the litterers. He felt that ECC spends money to encourage people to use the countryside but does not educate them regarding legitimate use and their responsibilities. It was suggested that the PC contacts local PROW Officer to highlight the problems being experienced by the residents and seek advice as to how this can be addressed. Mrs. Helen Kingsford, Editor of the Herongate and Ingrave Parish Council Newsletter offered to put an article in the next issue.

A Herongate resident thanked Cllr S. Theobald for putting a very large log in front of the Button Common gate to deter travelers over the Easter period.

## **14/15.206 Apologies for absence**

Apologies were received from Cllrs D. Harman, P. Hawkins, S. Murphy, K Pegram, R. Hirst and J. Squirrell. Apologies were accepted.

**Proposed:** Cllr A. Kingsford      **Seconded:** Cllr S. Theobald      **All agreed**

#### 14/15.207 Minutes

- The Minutes of the Ordinary Parish Council Meeting held on 25<sup>th</sup> February 2015 were accepted as a true record. Minutes were signed by the Chairman, Cllr A. Kingsford.

**Proposed: Cllr S. Theobald                      Seconded: Cllr A. Bayless                      All agreed**

- The Minutes of the Extraordinary Parish Council Meeting held on 11<sup>th</sup> March 2015 were accepted as a true record. Minutes were signed by the Chairman, Cllr A. Kingsford.

**Proposed: Cllr S. Theobald                      Seconded: Cllr A. Bayless                      All agreed**

#### 14/15.208 Progress Report from the Clerk

**Report on matters arising from Minutes dated 25<sup>th</sup> February 2015**

##### **Park Lane Potholes**

*It was established that Essex Highways is responsible for the repairs to Park Lane, Herongate and photographs and other information were sent to Cllr R. Hirst, ECC to progress this matter with the greatest urgency.*

##### **BBC Strategic Growth Options Consultation**

*So far a letter has not been drafted to the BBC or Local Government Ombudsman regarding the handling of the Consultation.*

##### **Annual Parish Meeting**

*I have received confirmation from Emma Callaghan, Restorative Justice Development Manager for Essex Police to confirm that she will attend our May Annual Parish Meeting.*

#### 14/15.209 To receive Members' declarations of interest in items on the agenda

There were no Declarations of Interest.

#### 14/15.210 Finance

- a) Cheques signed since the last meeting:-

<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>
Brentwood Borough Council	917	£1,335.00

**Proposed: Cllr A. Bayless                      Seconded: Cllr A. Kingsford                      All agreed**

- b) Cheques signed at this meeting:-

<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>
EALC	918	£20.00
St. Nicholas Church Hall	919	£14.00
St. Andrews Methodist Church	920	£20.00
Doppler Press (Newsletter)	921	£475.00
Administration	922	£758.51
Administration	923	£475.34
HMRC (PAYE)	924	£113.09
Essex Pension Fund	925	£307.83

**Proposed: Cllr S. Theobald                      Seconded: Cllr A. Kingsford                      All agreed**

- c) To approve accounts/bank reconciliation for March 2015.

Current Account	£12,873.00
30 Day Investment Account	£3,848.00
Fixed Term Deposit Account 1.00% Maturity 05.11.15	£25,000.00

**Proposed: Cllr S. Theobald                      Seconded: Cllr A. Bayless                      All agreed**

- d) Mr. D. Tooke-Kirby (RFO) reviewed the End of Year Accounts 2014/2015 in relation to the 2015/2016 Budget.

**Proposed: Cllr M. Hannush                      Seconded: Cllr A. Kingsford                      All agreed**

#### **14/15.211 Park Lane, Herongate**

Members considered the response to the article in the Brentwood Gazette on 18.03.15 and agreed that this could appear in the 25.03.15 issue.

**Proposed: Cllr A. Bayless                      Seconded: Cllr A. Kingsford    All agreed**

#### **14/15.212 ECC License for Village Planters**

Members reviewed and approved the License from ECC which was signed by the Chairman, Cllr A. Kingsford. However, it was noted that there was a typing error on the License and the Clerk will raise this with ECC.

**Proposed: Cllr A. Kingsford                      Seconded: Cllr S. Theobald    All agreed**

#### **14/15.213 Village Plan**

Due to the low number of Councillors attending this meeting, the matter was deferred to the next meeting in April.

#### **14/15.214 To record Parish Council Meetings**

Due to the low number of Councillors attending this meeting, the matter was deferred to the next meeting in April.

#### **14/15.215 Standing Orders**

Due to the low number of Councillors attending this meeting, the matter was deferred to the next meeting in April.

#### **14/15.216 Code of Conduct**

Councillors agreed to look through the current Code of Conduct for discussion at the next meeting in April.

#### **14/15.217 Electricity supply for Christmas Tree**

Members agreed that it would be a good idea to have the supply checked however the Clerk will contact ECC to establish what is going on regarding a replacement post first.

**Proposed: Cllr A. Bayless                      Seconded: Cllr S. Theobald    All agreed**

#### **14/15.218 Crime and Disorder**

It was reported that a house in Donovans Gardens, Herongate was broken into during the early hours of the morning a few weeks ago but the residents were woken by their dog barking and the intruder ran away empty handed. On the same morning the Boars Head, Herongate was broken into and this time the intruders were apprehended.

#### **14.15/219 Planning**

A list of Planning Applications received and determined since the last meeting was agreed.

**Proposed: Cllr S. Theobald                      Seconded: Cllr M. Hannush    All agreed**

#### **14/15.220 Reports from Councillors**

- Cllr M. Hannush reported that the refurbishment of the Herongate War Memorial would commence April/May time. Mr. Alan Marsh will be removing the miniature elm and conifer. Cllrs Hannush and Kingsford have been looking at the military graves at All Saints. The Flower Show Committee will be organising a village dance to commemorate the start of the First World War and it is hoped that the unveiling of the War Memorial might be at the same time.
- Cllr A. Kingsford reported that since discussing the idea of posts around Peartrees Pond in April 2014 – agenda item 14/15.007 – he had been in touch with the maintenance contractors who both said that posts would make it very difficult for them to carry out their

work if they could not pull their trailers onto the grass area. Parking in the road would cause major traffic congestion problems so he felt that this idea should be shelved for the time being.

- Cllr Kingsford also reported that Dominic will carry restoration work on the Ingrave Village Sign roof on 07.04.15.

**14/15.221 Correspondence**

A list of correspondence for March was noted.

**14/15.222 Training**

- No requests for training were made at this meeting.
- The Clerk advised Councillors on the forthcoming Election process and handed out Nomination Papers to those present.

**14/15.223 Items from Councillors to be added to the next Agenda**

None apart from deferred items.

**14/15.224 The next meeting will be held on WEDNESDAY, 29<sup>TH</sup> APRIL 2015 at St. Andrews Hall, Herongate at 7.15pm.**

**The meeting closed at 8.30 pm**

**Signed:-----Chairman**

**Date:-----**