

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
WEBSITE: www.herongateandingravepc.org.uk



Minutes of the Parish Council Meeting held at St. Andrews Hall, Herongate on Wednesday, 24th June 2015 at 7.15pm.

In the Chair: Cllr A. Kingsford

Present: Cllrs N. Amor, A. Bayless, P. Hawkins, M. Hannush, Kelly Pegram and S. Theobald

Officers: Mrs T. Grainger (Clerk)

Members of the public: Three

15/16.047 Public participation session with respect to items on the agenda and other matters that are of mutual interest

- Mr. Kelly enquired about the 20's Plenty Petition which was handed to Brentwood Borough Council at a recent Borough meeting by his wife, Jane Kelly. Cllr Roger Hirst had enquired about its whereabouts. Unfortunately the PC had no information.
- Mrs. Beryl White thanked the Clerk for responding to her concerns regarding overgrowing private hedges on public highways. Cllr Kingsford advised on the progress so far regarding alleviating this problem.
- Cllr Kingsford gave feedback regarding a recent traffic survey carried out by the Police in Billericay Road between 1st and 7th June 2015. The Casualty Reduction Team sent the PC a 21 page document which will be available to view on www.herongateandingravepc.org.uk The Police are going to set up a TruCam site, whereby a laser, hand operated camera gun will be used to catch speeding offenders who will be prosecuted. This is a different process to the SpeedWatch camera where the details have to be logged physically. TruCam will be operated once or twice per month. The PC would like to set up a Working Party, headed by the new Councillor, once co-opted, and others to put forward proposals to Highways to create traffic calming measures. The Police have been very active in the area and last Thursday and Friday 17 prosecutions were recorded. Cllr Kingsford said it would be a good idea to have a TruCam for the SpeedWatch team as this was a more practical way of recording speeding offenders as the record could not be disputed.

15/16.048 Apologies for absence

Apologies were received from Cllr S. Murphy and Cllr R. Hirst (ECC). Apologies were accepted.

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

15/16.049 Minutes

The Minutes of the Annual Parish Council Meeting held on Tuesday, 19th May 2015 were accepted as a true record.

Proposed: Cllr P. Hawkins

Seconded: Cllr A. Bayless

All agreed

15/16.050 Progress Report from the Clerk

Report on matters arising from Minutes dated 19th May 2015

PROTECTION OF THE COUNTRYSIDE – I have now heard from the PRow Officer regarding issues raised by local residents at the meeting in March. She will put up a few signs regarding dog fouling and also some notices about countryside rules regarding private land and public rights of way to educate the public.

DOG/LITTER BIN FOR MIDDLE ROAD – I have now had a site meeting with Tony Willson, the Depot Manager and looked at the two potential sites. He will come back to me as soon as possible.

GENERAL NOTICE OF REGISTERABLE INTERESTS

I issued the General Notice of Registerable Interests with the May paperwork but to date only three Members have returned this form. Under agenda point 15/16.006 it was agreed that Members would complete this on an annual basis.

ANNUAL RETURN

The signed Annual Return which included the Annual Governance Statement for 2014/2015 was returned by the Clerk.

The Report was noted.

15/16.051 To receive Members' declarations of interest in items on the agenda

It was noted that there were no Declarations of Interest.

15/16.052 Finance

a) Cheques signed since the last meeting:-

None

b) Cheques signed at this meeting:-

Payee	Cheque No.	Amount
Cut Above	868	£440.00
Special Needs and Parents (Charity)	869	£250.00
Essex Air Ambulance (Charity)	870	£250.00
Doppler Press (Newsletter)	871	£488.00
H. Kingsford (Newsletter)	872	£184.42
Administration	873	£638.49
HMRC (PAYE)	874	£179.59
Administration	875	£389.15
Essex Pension Fund	876	£280.16
EALC Training	877	£140.00

Proposed: Cllr M. Hannush

Seconded: Cllr A. Bayless

All agreed

c) To approve accounts/bank reconciliation for June 2015.

Current Account	£20,967.00
30 Day Investment Account	£3,849.00
Fixed Term Deposit Account 1.00% Maturity 05.11.15	£25,000.00

Proposed: Cllr N. Amor

Seconded: Cllr K. Theobald

All agreed

15/16.053 Draft Report on Internal Audit of Accounts for year 2014/2015

Members noted and agreed the findings and recommendations of the Draft Report.

Proposed: Cllr M. Hannush

Seconded: Cllr A. Bayless

All agreed

15/16.054 Appointment of Maurice Howard CPFA – Internal Auditor

Members noted and approved the appointment letter and supporting documents from Maurice Howard.

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

15/16.055 VAT Return for 2014/2015

Members noted that the RFO will submit a VAT Return for 2014/2015 for £2,509.00.

15/16.056 Risk Management Plan

Members noted, considered and agreed the findings in the Risk Management Plan for 2015.

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

15/16.057 Brentwood Borough Parish Council Association Fees

Members approved the payment of £50.00 per year to BBPCA towards the cost of their Clerk.

Proposed: Cllr N. Amor Seconded: Cllr M. Hannush All agreed

15/16.058 Parish Councillor Vacancy

Members noted that a Notice had been displayed on Notice Boards regarding the vacancy, closing date 30th June 2015.

15/16.059 Village Planters

- Cllr Kingsford highlighted the progress of this project. We are still awaiting confirmation from BBC regarding the Cricket Green. All other sites have been approved by the land owners. The cost of the project could be £6,000. So far we have a CIF grant of £2,000, a Ward Allowance of £1,000 from BBC and a promise of £500 from the Flower Show Committee. Cllr Kingsford felt that the PC could be asked to make up the balance of £2,500. Questions were lodged regarding maintenance and who would be responsible and how much the PC would have to pay over and above installation for this. The possibility of sponsorship was raised.
- Members asked that Cllr Kingsford ask Greenstow and Cut Above for the cost of a maintenance agreement before any decision was taken regarding this project. Cllr Kingsford advised that unless work commenced before March 2016 the PC would have to return the CIF grant. This item was deferred until the next Meeting.

15/16.060 Old Village Sign

It was agreed that the Old Village Sign from Ingrave would be auctioned at the Hog Roast on Sunday 28th June 2015 pending permission from Rev Paul Hamilton. Cllrs Hawkins and Kingsford would facilitate.

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

15/16.061 ECC Winter 2015/2016 Salt Bag Partnership Scheme

Members considered and agreed to join this scheme again for 2015/2016.

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

15/16.061 To record Parish Council Meetings

After reviewing details of two possible pieces of recording equipment from Maplins Members agreed to the purchase of a unit to the value of £229.99.

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

15/16.063 Crime and Disorder

Cllr Hawkins reported that a neighbor had advised him of a van from which power tools were being sold. Fly tipping seems to have cleared in Dunton Road/Billericay Road however there is a lot of rubbish around the gateway to West Horndon.

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

15/16.064 Planning

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

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

Cllr Hawkins advised that the planning application at 23 Brentwood Road had been refused on parking issues. A planning application has been submitted for 131 Billericay Road, Herongate Tye. The PC will be objecting to this application as this is Green Belt and there are no special circumstances.

15/16.065 Reports from Councillors

- Cllr Kingsford reported that the work on the War Memorial has been delayed until the end of July as the Stone Masons were burgled resulting in the loss of three vehicles and stone slabs.
- Cllr Kingsford also reported that NAT’s work would begin next week in our Ward. The PC did request that the grass abutting the path from Thorndon Gate to Running Waters be reduced in depth to give a wider walkway, however the hedge along the A128 between Middle Road and Common Road has been scheduled as a priority. The Gateways will be painted by the BBC depot team at some stage in the summer.
- Cllr Bayless reported that the VA sign in Herongate approaching from the A127 was not working. The Clerk will report this.
- Cllr Theobald reported that he had heard rumors that there was pressure on/from Trustees of the Herongate Preservation Society to sell the Museum to the lowest bidder which is not best value to the Charity. He asked Cllr Kingsford what he knew. Cllr Kingsford advised that he was not in a position to make any official representation except to say that the PC has no say in the matter. Anybody wishing to voice an opinion should direct their concerns to Mrs. H. Kingsford, Trustee, Herongate Preservation Society.
- Cllr Hawkins advised that the Parish Paths Partnership scheme should be starting soon (3P). Co-ordinator, Shirley Anglin, will be obtaining all the necessary tools and Cllr Hawkins has been offered training in the use of the tools.

15/16.066 Correspondence

A list of correspondence for June was noted.

15/16.067 Training

- There were no requests for training at this meeting however Cllr M. Hannush has been booked on Councillor Training Day 1 – 22.07.15 and Councillor Training Day 2 - 28.07.15.
- Cllr P. Hawkins attended a Health & Safety Course on 21.05.15 and a Risk Assessment Course was booked on 02.07.15.

15/16.068 Items from Councillors to be added to the next Agenda

None

15/16.069 The next meeting will be as follows: Tuesday, 28th July 2015, 7.15pm at St. Nicholas Church Hall, Ingrave.

The meeting ended at 9.00pm

Signed:-----Chairman

Date:-----