

# Herongate and Ingrave Parish Council



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Members of the Council are hereby summoned to attend the Parish Council Meeting of Herongate and Ingrave Parish Council at St. Nicholas Hall, School Lane, Ingrave CM13 3RB on Tuesday, 24<sup>th</sup> January 2017 commencing 7.15pm for the purpose of transacting the following business.

*Theresa Grainger*

Signed  
Theresa Grainger  
Clerk to Herongate and Ingrave Parish Council

19<sup>th</sup> January 2017

The Press and Public are also cordially invited to attend this meeting.

## AGENDA

- 16/17.147 Public participation session with respect to items on the agenda and other matters that are of mutual interest.
- 16/17.148 Apologies for absence
- 16/17.149 Minutes  
Members to approve the Minutes of the **Ordinary Parish Council Meeting** held on Wednesday, 23<sup>rd</sup> November 2016.
- 16/17.150 Progress Report from the Clerk
- 16/17.151 To receive member's declaration of interests in items on the agenda.
- 16/17.152 Finance
- Members to approve cheques signed since the last meeting.
  - Members to approve and sign cheques at this meeting.
  - Members to approve the accounts/bank reconciliation for November 2016.
  - Members to note that the Parish Council Precept demand of £38,500 was signed and returned to BBC as agreed at the Ordinary Parish Council Meeting dated 25<sup>th</sup> October 2016, Agenda Point 16/17.114 (e).
  - Members to consider that St. Nicholas Church will be increasing the hourly rate for Hall hire from £7.00 to £9.00 per hour from April 2017. This will mean an extra £12.00 in total for the remaining bookings this year.

### **16/17.153 Herongate Tye**

- Members to note that permission was received from Essex Legal Services to install a notice board on the corner of the unnamed road leading to Heron Hall, Herongate Tye. However, as Herongate Tye residents are not happy with the Parish Council's choice of a durable metal frame, further investigations are in place for a wooden/rustic notice board. Therefore the agreement will not be signed at present.
- Cllr M. Kelly to update on progress with his investigations into improvements for Herongate Tye.

### **16/17.154 Community Resilience Plan – Emergency Plan**

Cllr Paul Hawkins to update Members on his progress with this project.

### **16/17.155 Parish Council Media Policy and Data Protection Policy**

- Cllr Martin Hannush to update Members on his progress with and present for consideration the Media Policy which he submitted for feedback at the November meeting.
- Cllr Martin Hannush to update Members regarding his progress with a Draft Data Protection Policy.

### **16/17.156 Vacancy for a RFO**

Members to note that as Mr. David Tooke-Kirby will be retiring from his role as RFO with the PC at the end of April 2017, the Chairman and Clerk are actively engaged in finding a suitable candidate. A Job Specification has been prepared.

### **16/17.157 Ingrave Playing Field Committee**

Members to note that Mr Ken Wright, Chairman of the independent Ingrave Playing Field Committee, has resigned from his role as Chairman as he and his wife are moving away. The PC is represented on this Committee by Cllr Alan Kingsford but the PC has no active rights over decisions as the field is owned by ECC, managed by BBC and primarily for the use of Ingrave Johnstone School during school time. ECC, BBC and the school are represented by Members at meetings. The PC has a vested interest in the Playing Field by funding improvements in the play/fitness equipment and fencing and looking to the protection of the area for the residents of the Parish. Members to also note that Mr David Tooke-Kirby (PC RFO) has also resigned from his role as a Member of this Committee therefore the Committee is sadly depleted.

### **16/17.158 Crime and Disorder**

Councillors to discuss any recent events.

### **16/17.159 Planning**

- To receive a list of planning applications received since the last meeting and review the progress of previous applications.

### **16/17.160 Reports from Councillors**

### **16/17.161 Correspondence**

Members to review the list of General Correspondence received by the Clerk since the last Ordinary meeting.

### **16/17.162 Training**

- Councillors to consider their training needs from the EALC schedule for 2017 previously circulated. The EALC regularly updates training schedule which can be viewed on line [www.ealc.gov.uk](http://www.ealc.gov.uk)

### **16/17.163 Items from Councillors to be added to the next Agenda.**

**16/17.164 Members to note that the next Ordinary Parish Council meeting will be as follows: St. Andrews Hall, Brentwood Road, Herongate CM13 3PN, Wednesday, 22<sup>nd</sup> February 2017, 7.15pm.**