

# 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)



Members of the Council are hereby summoned to attend the Parish Council Meeting of Herongate and Ingrave Parish Council at St. Andrews Hall, Brentwood Road, Herongate CM13 3PN on Wednesday, 28<sup>th</sup> September 2016 commencing 7.15pm for the purpose of transacting the following business.

*Theresa Grainger*

Signed  
Theresa Grainger  
Clerk to Herongate and Ingrave Parish Council

22<sup>nd</sup> September 2016

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

## AGENDA

- 16/17.086 Public participation session with respect to items on the agenda and other matters that are of mutual interest.**
- 16/17.087 Apologies for absence**
- 16/17.088 Minutes**  
Members to approve the Minutes of the **Ordinary Parish Council Meeting** held on Tuesday, 26<sup>th</sup> July 2016.
- 16/17.089 Progress Report from the Clerk**
- 16/17.090 To receive member's declaration of interests in items on the agenda.**
- 16/17.091 Finance**
- To approve cheques signed since the last meeting.
  - To approve and sign cheques at this meeting.
  - Members to note that there has been an overspend of £1,500 under Projects
  - Members to approve the accounts/bank reconciliation for August/ September 2016.
- 16/17.092 Remembrance Sunday 13<sup>th</sup> November 2016**
- Members to approve a donation for two Poppy Wreaths (2015 - £50.00).
  - Members to agree who will place wreaths at St. Nicholas and St. Andrews
  - Members to decide who will represent the Parish at the BBC Memorial Parade.

**16/17.093 Parliamentary Constituency Boundary Changes**

Cllr S. Murphy to report on the implications to our Ward.

**16/17.094 Herongate Tye**

Cllr M. Kelly to update on progress with his investigations into potholes, signage, notice boards, white gates and the possibility of a salt/grit bin.

**16/17.095 Adult Fitness Equipment – Ingrave Playing Field**

Cllr Alan Kingsford to report on the official opening of the Adult Fitness Equipment by the Mayor.

**16/17.096 Peartree Pond**

Cllr Alan Kingsford to update Members regarding the renewal of the Contract with Greenstow Foliage Ltd. for the upkeep of Peartree Pond.

**16/17.097 Community Resilience Plan – Emergency Plan**

Cllr Paul Hawkins to update Members on his progress with this project and discuss how this project can be taken forward.

**16/17.098 Parish Council Media Policy**

Cllr Martin Hannush to present for consideration a draft Media Policy and Data Protection Policy.

**16/17.099 Parish Council Meeting Dates for 2017**

Members to consider the suggested Parish Council Meeting dates for 2017.

**16/17.100 Lighting of the Parish Council Christmas Tree Event 2016**

- Members to note that Saturday, 3<sup>rd</sup> December 2016 would be a suitable date as it coincides with the Ingrave Johnstone School Christmas Bazaar.
- Members to consider holding a Christmas Card Competition for the children of Ingrave Johnstone School as in previous years.

**16/17.101 Defibrillators/Projects for the Next Financial Year**

- Cllr Alan Kingsford to update Members on his progress with this project.
- Cllr Alan Kingsford to present a few project ideas for the next Financial Year.

**16/17.102 Crime and Disorder**

Councillors to discuss any recent events.

**16/17.103 Planning**

- To receive a list of planning applications received since the last meeting and review the progress of previous applications.
- Following the recent communication from BBC Planning, Members to consider viewing future Planning Applications on line or request paper copies.

**16/17.104 Reports from Councillors**

**16/17.105 Correspondence**

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

**16/17.106 Training**

- Councillors to consider their training needs from the EALC schedule for 2016 previously circulated. The EALC regularly updates training schedule which can be viewed on line [www.ealc.gov.uk](http://www.ealc.gov.uk)

**16/17.107 Items from Councillors to be added to the next Agenda.**

**16/17.108 The next meetings will be as follows:**

**St. Nicholas Hall, School Lane, Ingrave, CM13 3RB, 25<sup>th</sup> October 2017 7.15pm**