

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 Ordinary Parish Council Meeting held at St. Andrew's Hall. Herongate on Wednesday, 22nd June 2016 at 7.15pm.

In the Chair: Cllr Martin Hannush

Present: Cllrs Neil Amor, Alan Bayless, Paul Hawkins and Mark Kelly

Officers: Mrs Theresa Grainger (Clerk)

Members of the public: Two including Cllr Roger Hirst (ECC)

THE CHAIRMAN ADVISED ALL PRESENT THAT THE MEETING WOULD BE RECORDED USING A VOICE RECORDER

16/17.047 Public participation session with respect to items on the agenda and other matters that are of mutual interest

- A resident remarked that there is a lot of rubbish being left to the side of the property next to Studio One Salon in Meadows Close. There was concern regarding the distress this mess must cause to the neighbours and the obvious health issues regarding vermin. The Clerk will report the problem to Environmental Health.
- Cllr Roger Hirst was asked about the ad for a School Crossing Patrol. He explained that the ad had been published on the ECC website then removed. The PC is willing to put this on the notice boards and website.

16/17.048 Apologies for absence

Apologies were received from Cllrs Alan Kingsford, Sheila Murphy, Kelly Pegram and Stewart Theobald.. Apologies and reasons were accepted.

Proposed: Cllr Paul Hawkins **Seconded:** Cllr Mark Kelly **All agreed**

16/17.049 Minutes

The Minutes of the Annual Parish Council Meeting held on Tuesday, 24th May 2016 were accepted as a true record and signed by the Chairman.

Proposed: Cllr Alan Bayless **Seconded:** Cllr Neil Amor **All agreed**

16/17.050 Progress Report from the Clerk

Report on matters arising from Minutes dated 24th May 2016

Regarding all the pothole, pavement and parking problems, I have reported the following:-

Peartrees – pavement defects. *I have accelerated this problem with Essex Highways Customer Services as I have been advised that a local school child fell and broke his ankle at the site.*

Billericay Road – pavement defects. Due to the issue reported at Peartrees and the recent torrential rain I have also accelerated this problem with Essex Highways Customer Services.
Damaged hedge at the corner of Whitby Avenue – I reported this to the Street Care Supervisor. I didn't get a reply but the hedge has now been replanted where damaged.
The Progress Report was noted.

16/17.051 To receive Members' declarations of interest in items on the agenda
 It was noted that there were no Declarations of Interest.

16/17.052 Finance

- a) No Cheques signed since the last meeting:-
- b) Cheques signed at this meeting:-

Payee	Cheque No.	Amount
Essex Air Ambulance	1041	£500.00
Administration	1042	£760.07
HMRC (PAYE)	1043	£259.44
Administration	1044	£504.64
Essex Pension Fund	1045	£361.88
Essex County Council	1046	£2,200.00
Proposed: Cllr Alan Bayless	Seconded: Cllr Mark Kelly	All agreed

- c) Members approved the accounts/bank reconciliation for June 2016.
- | | |
|--|------------|
| Current Account | £25,149.00 |
| Business 30 day Investment Account | £3,851.00 |
| Fixed Term Deposit 1.05% Maturity 30.11.16 | £25,000.00 |

Proposed: Cllr Martin Hannush Seconded: Cllr N. Amor All agreed
 d) Members noted that the RFO had made a VAT Return of £896.09.

16/17.053 Final Internal Audit Report for 2015/2016

Members reviewed and noted the Final Internal Audit Report which had no changes to the Draft.

16/17.054 Herongate Tye

Cllr Mark Kelly advised that ECC still have no timeline for repairs to the pavements in Herongate Tye although the Clerk has sent an email to ECC Customer Services to accelerate the problem. He has a site visit with Cllr Alan Kingsford in July to establish where white gates and a notice board/village sign might be positioned. He advised that the Clerk is also looking at the possibility of buying one or two grit bins for the area. Everything is subject to budget provisions and the agreement of ECC Highways.

Noted

16/17.055 Adult Fitness Equipment – Ingrave Playing Field

- Members noted that the Licence had been signed and returned to the Solicitor.
- Members noted that Cllr Alan Kingsford had attended a site visit meeting with The Great Outdoor Gym Company and suitable equipment had been chosen. Information on the pieces was previously circulated to Members for consideration.
- Members approved the cost of £16,500.00 plus VAT to purchase the equipment (£12,000.00 from the CIF Grant and £5,000.00 from the Budget). The Clerk mentioned that there was a shortfall in the Budget as the PC had already paid out £2,200.00 incl. VAT for the Licence but this shortfall could be covered by the £900.00 donation from the Bostock family and funds which were now not required by the Queen's Committee for toilets.

Proposed: Cllr Paul Hawkins Seconded: Cllr Neil Amor All agreed

16/17.056 Village Benches

- Members noted that a donation of £900.00 had been received from the Bostock Family to dedicate two of the new benches on the Cricket Field to the late Mrs. Bostock who was a local resident and died last year. The Bostock Family will also be providing suitable commemorative plaques to be fixed to the benches.
- Members noted that Cllr. Alan Kingsford had asked our Contractor for a price to make the benches on the Cricket Field more secure.

16/17.057 Queen Elizabeth 11 90th Birthday and Longest Reign

Cllr Sheila Murphy was not present at the meeting however Members who attended said that it was a fantastic, memorable celebration, well planned and conducted. Cllr S. Murphy had previously informed the Clerk that as the event was so successful and made a profit, the Queen's Birthday Committee would no longer be asking the Parish Council to fund the portable toilets.

16/17.058 Sponsorship of the Autumn Flower Show

- Members noted that the PC had been asked to sponsor the Autumn Flower Show.
- Members considered sponsorship of the Autumn Flower Show and agreed to donate an amount of £200.00 towards the printing of the schedule and requested that the sponsorship be mentioned in the editorial.

Proposed: Cllr Neil Amor Seconded: Cllr Alan Bayless All agreed

16/17.059 Winter Salt Bag Partnership 2016/2017

- Members noted that the ECC Salt Bag Partnership 2016/2017 had now been launched. It was understood that although there is plenty of salt at the depot due to the previous two mild winters, there is still room for another delivery.
- Members considered the above but felt that as the climate was so unpredictable, more salt should be ordered, especially as the PC is considering salt bins for Herongate Tye. It was agreed that the PC would join the Salt Bag Partnership again this year.

Proposed: Cllr Paul Hawkins Seconded: Cllr Mark Kelly All agreed

16/17.060 Herongate and Ingrave Parish Council Facebook Account

- Cllr Neil Amor advised that the Face Book account is now open for comments but all responses are vetted by him to accept or decline.
- Members considered and approved the possibility of recruiting a non-Parish Council volunteer to help Cllr Neil Amor monitor and update the site.

Proposed: Cllr Neil Amor Seconded: Cllr Mark Kelly All agreed

16/17.061 Crime and Disorder

It was reported that all the portable toilets which were hired for the Queen's Birthday Party celebrations, had been pushed over after the event and the Committee Members and other helpers had to clean up the unpleasant mess which had spilled out over the Playing Field. This has been reported to the Police.

16/17.062 Planning

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

Proposed: Cllr Alan Bayless Seconded: Cllr Paul Hawkins All agreed

Cllr Paul Hawkins reported that there are constant changes with the development for 37 Cricketers, Herongate.

Cllr Hawkins also highlighted the Planning Application 16/00750/FUL for the Esso Garage, Herongate. Concern was raised regarding 24 hour opening, large noisy air conditioning units, light pollution, noise pollution from traffic at night and the possibility of anti-social behavior.

16/17.063 Reports from Councillors

- Cllr Alan Bayless reported:-
that the Public Right of Way which leads from the footpath between Middle Road and St. Nicholas Grove is overgrown. Cllr Paul Hawkins said he would look into this problem.
that there is a pothole on the corner of Brentwood Road and Middle Road, The Clerk will report this to ECC.
that a local resident has complained that the store in Herongate does not do deliveries. This is not something over which the PC has any jurisdiction.
- Cllr Neil Amor reported:-
that there are still problems with parking in Peartrees and The Meadows. The Clerk will remind the Enforcement Team that this area is on their schedule for random checks.
that the footpath between Peartrees and Ingrave Johnstone School has become overgrown again. The Clerk will raise this with BBC Nat's.
that the speed limit on side roads should be readdressed. Many local side roads that access schools have a reduced speed limit to 20mph.
- Cllr Paul Hawkins reported a broken drain on the right hand side in Peartrees off the first junction from The Meadows. Cllr Hawkins sent photographs to the Clerk who will report this problem.
- Cllr Martin Hannush reported a broken drain on the Billericay Road just by the turning into Donovans Gardens. The Clerk will report this problem.

16/17.064 Correspondence

A list of correspondence for June was noted.

16/17.065 Training

- There were no requests for training from the current list.
- Cllrs Paul Hawkins and Mark Kelly reported on the Playground Safety course which they had attended recently. It would seem that this course was not actually Certificated. To follow up on this course, EALC were offering an exam at £130.00 pp. It was agreed that Cllrs Hawkins and Kelly should take this exam in order to fulfill their duties. Cllr Hawkins to send the Clerk the joining details.

All agreed

- Cllr M. Kelly thought that the Councillor Training was extremely informative and highlighted for him the complexities of being a Councillor and also that of a Clerk.

16/17.066 Items from Councillors to be added to the next Agenda

None.

16/17.067 Members noted that the next meetings will be held on Tuesday, 28th July 2016 at St. Nicholas Hall, School Lane, Ingrave, CM13 3QL commencing 7.15pm.

Signed:..... Chairman)

Date:.....