

# Herongate and Ingrave Parish Council



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Minutes of the Ordinary Parish Council Meeting held at St. Nicholas Hall, Ingrave on Tuesday, 26<sup>th</sup> July 2016 at 7.15pm.

In the Chair: Cllr Alan Kingsford  
Present: Cllrs Alan Bayless, Martin Hannush, 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**

**16/17.068 Public participation session with respect to items on the agenda and other matters that are of mutual interest**  
No matters were raised.

**16/17.069 Apologies for absence**  
Apologies were received from Cllrs Sheila Murphy and Kelly Pegram. Apologies and reasons were accepted.  
**Proposed: Cllr Alan Bayless                      Seconded: Cllr Mark Kelly                      All agreed**

**16/17.070 Minutes**  
The Minutes of the Parish Council Meeting held on Wednesday, 22<sup>nd</sup> June 2016 were accepted as a true record and signed by the Chairman.  
**Proposed: Cllr Paul Hawkins                      Seconded: Cllr Mark Kelly                      All agreed**

**16/17.071 Progress Report from the Clerk**  
**Report on matters arising from Minutes dated 22<sup>nd</sup> June 2016**  
*Regarding all the pothole, pavement and parking problems, I have reported the following:-*  
**Re: Rubbish left to the side of the property adjoining Studio One, Meadows Close.** *I have reported this to Stephen Blake, BBC Environmental Health.*  
**Re: Add for School Crossing Patrol.** *I have still not been able to find this on the ECC website.*  
**Re: Sponsorship of the Autumn Flower Show.** *As agreed a cheque for £200.00 has been raised.*  
**Re: Salt Bag Partnership.** *I have joined the Scheme again this year.*  
**Re: The PRow from the footpath between Middle Road and Nicholas Grove.** *This was reported to Laura Dunnell. It has now been cleared.*

**Re: Parking problems in The Meadows and Peartrees.** I have reported this continuing issue and been advised that an Enforcement Officer will make an inspection at the start of the new school year.

**Re: The footpath between Peartrees and Ingrave Johnstone School.** I have reported this problem to BBC.

**Re: The broken drain in Peartrees.** I have reported this problem with ECC and asked that it be repaired urgently.

**Re: The sunken drain in Billericay Road by Donovans Gardens.** I have reported this problem. The Report was noted.

**16/17.072 To receive Members' declarations of interest in items on the agenda**

It was noted that there were no Declarations of Interest.

**16/17.073 Finance**

**a) No Cheques signed since the last meeting:--**

**b) Cheques signed at this meeting:-**

<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>
MG Howard (Audit)	1047	£250.00
Prince Arb (Peartree Pond Willows)	1048	£300.00
Ingrave & Herongate Flower Show (Donation)	1049	£200.00
Cancelled	1050	
Administration	1051	£659.61
Administation	1052	£540.77
HMRC (PAYE)	1053	£222.41
Essex Pension Fund	1054	£331.13

**Proposed: Cllr Alan Bayless                      Seconded: Cllr Alan Kingsford                      All agreed**

**c) Members approved the accounts/bank reconciliation for July 2016.**

Current Account	£23,541.00
Business 30 day Investment Account	£3,848.00
Fixed Term Deposit Maturity Date 30.11.16	£25,000.00

**Proposed: Cllr Martin Hannush                      Seconded: Cllr Alan Bayless                      All agreed**

**16/17.074 Herongate Tye**

Cllr Mark Kelly reported that he had investigated the possibility of white gates but it was decided that this idea was not feasible as there is not a suitable location along that stretch of the Billericay Road where there is adequate space both sides of the road. Regarding a notice board and village sign it was considered more appropriate to combine the two and obtain estimates for a notice board with the name Herongate Tye on the top. The best site for this was identified as next to the post box. A less desirable site was on the pavement outside the cottage with the high hedge. Regarding the salt/grit bin, the most suitable place was identified as on the pavement by the Old Dog Public House with another location being by the post box if there is space.

Cllr Roger Hirst mentioned that there will be a walk along the Billericay Road in the near future to assess the pavement defects and potholes.

**This Report was noted.**

**16/17.075 Adult Fitness Equipment – Ingrave Playing Field**

Cllr Alan Kingsford reported that he had attended a site visit with the The Big Outdoor Gym Company, Mrs. Amanda Burton, Stuart Anderson from BBC and members of the Playing Field Committee. On the Licence it was noted that the site for the gym designated by ECC was an area of 60 sq m next to the MUGA. Mrs. Burton did not consider this to be a suitable site for the equipment due to it being in the shade for part of the day, subject to noise from the MUGA and

user injury from the possibility of an occasional ball being thrown over the MUGA fence and asked that it be positioned another 75m along the path. These concerns were discussed and Mr. Anderson was against moving the site as it would cause problems with grass cutting due to the size of the tractor and trailer, increasing the time spent by the parks maintenance team by up to 30 minutes per visit and necessitating a further visit with a strimmer. The Playing Field Committee was happy with the designated location. Cllr Kingsford advised that the PC had already spent a considerable amount on the Licence for this project and it was unlikely the PC would be prepared to spend any more on changes however he would discuss the matter with ECC. From discussions with ECC it was established that they would have to ask the Consultants to review the site which would put the project back by several weeks and possibly cost a further £500.00 + VAT. During later discussions, Mrs. Burton also raised the issue of safeguarding for children and vulnerable adults. Cllr Kingsford researched the positioning of other Adult Play areas in Essex and Greater London, many of which were next to a MUGA or play area and produced photographic evidence of current installations which he circulated to Members. He also spoke with the Solicitors at ECC about Safeguarding and was assured that if there were issues then those existing would have been moved. The installation is due during the first week of August and will take about 3 days. The PC will try to organise an official opening event and Mr. Peter Bolton of TGOG Company is happy to hold a couple of training sessions. Cllr Kingsford expressed his appreciation of Mrs. Burton's support, time and energy in making this a successful project. Members were happy with the way in which this project had been handled and agreed with Cllr Kingsford's representations of the PC's views.

#### **16/17.076 Peartree Pond**

- Members noted that pollarding work on three Willow trees to the value of £250.00 + VAT had been carried out on 20<sup>th</sup> July 2016
- Members considered the cost of £600.00 (no VAT), for labour only from Cut Above for the repair and painting of the wooden fence plus painting the metal fence surrounding the pond. Members asked that another quote be obtained before a decision was made. Cllr Kingsford will investigate.
- Cllr Kingsford advised that the pond is looking good and Greenstow are keeping on top of the floating pennywort. There does seem to be another floating weed but Greenstow are due to visit again shortly. Cllr Kingsford will discuss renewing the Contract which is due to expire at the end of the year and will bring an estimate back to Members in September.

#### **16/17.077 Community Resilience Plan – Emergency Plan**

Cllr Paul Hawkins reported that he is still looking into this plan. He still needs to collate a list of plumbers, electricians, etc. and the work is ongoing.

#### **16/17.078 Parish Council Media Policy**

Members reviewed templates and Cllr Martin Hannush offered to take this forward together with a Data Protection Policy for consideration at the next PC meeting in September.

#### **16/17.079 Crime and Disorder**

- Cllr Alan Kingsford asked Cllr Roger Hirst in his capacity as Police and Crime Commissioner if we are going to get any more Police on the beat? Cllr Hirst advised that there is no money to reverse the recent PCSO reduction however he assured Members that there will be at least the same amount of cover at the end of his tenure. Police Officers will all be issued with smart phones and tablets for reporting purposes and there will be Police Officers at the Town Hall by December.
- Cllr Kingsford reported that he is in contact with Peter Salmon of Neighbourhood Watch who will have a stand at the Flower Show in September.

- It was reported on Essex Community Messaging that post was being stolen from outside letter boxes for the purposes of identity theft.

**16/17.080 Planning**

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

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

**16/17.081 Reports from Councillors**

- Cllr Alan Bayless reported:-  
That the broken stop road markings at the top and bottom of Common Road and top of Middle Road are fading and need to be repainted.
- Cllr Alan Kingsford reported that he is looking into applying for funding for at least 3 heart defibrillators. He already has permission for one on the outside wall of St. Nicholas Church Hall and another on the outside of St. Andrews Church Hall with the possibility of a third at the Old Dog Public House, Herongate Tye. It is likely that any subsidy from PC funds will be in the budget for next year.
- Cllr Mark Kelly reported that he had attended a Countywide Public Engagement regarding Broadband. For more information contact [cldr.m.kelly@herongateandgravepc.org.uk](mailto:cldr.m.kelly@herongateandgravepc.org.uk)
- Cllr Paul Hawkins reported that Rev Paul Hamilton had asked him why the PC does not buy the Hillcrest Nursery land which is up for development.
- Cllr Martin Hannush mentioned that the grass verges were becoming overgrown and impassable.

**16/17.082 Correspondence**

A list of correspondence for July was noted. No items were highlighted.

**16/17.083 Training**

- There were no requests for training from the current list.
- Cllrs Paul Hawkins and Mark Kelly both took an exam regarding the Playground Inspection Course, passed and were awarded their certificates.

**16/17.084 Items from Councillors to be added to the next Agenda**

None.

**16/17.067 Members noted that the next meetings will be held on Wednesday, 28<sup>th</sup> September 2016 at St. Andrews Hall, Brentwood Road, Herongate CM13 3PN commencing 7.15pm.**

**The meeting ended at 8.55pm.**

**Signed:..... Chairman)**

**Date:.....**