

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. Andrews Hall, Herongate on Wednesday, 28th September 2016 at 7.15pm.

In the Chair: Cllr Alan Kingsford

Present: Cllrs Neil Amor, Alan Bayless, Martin Hannush, Paul Hawkins, Sheila Murphy and Stewart Theobald

Officers: Mrs Theresa Grainger (Clerk)
Mr David Tooke-Kirby (RFO)

Members of the public: Cllr Roger Hirst (ECC) Police & Crime Commissioner

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

16/17.086 Public participation session with respect to items on the agenda and other matters that are of mutual interest
No matters were raised.

16/17.087 Apologies for absence

Apologies were received from Cllr Mark Kelly and Cllr Kelly Theobald. Apologies and reasons were accepted.

All agreed

16/17.089 Minutes

The Minutes of the Parish Council Meeting held on Tuesday, 26th July 2016 were accepted as a true record and signed by the Chairman. Cllr Martin Hannush wanted it noted that the reference to the Outdoor Play Equipment on Ingrave Playing Field as 'Adult' was incorrect. It was agreed that this was an historical error.

Proposed: Cllr ~Alan Kingsford

Seconded: Cllr Sheila Murphy

All agreed

16/17.090 Progress Report from the Clerk

Report on matters arising from Minutes dated 26th July 2016

Regarding all the pothole, pavement, parking problems and other matters,

Re: Sunken drain at junction of Billericay Road and Donovans Gardens. *I called ECC to check on this defect on 8th September and was advised that it was raised as a problem on 13th July but has been listed as P3 which is low priority. It is on the engineering list to be repaired but with no time scale.*

Re: The broken drain in Peartrees. This defect has been repaired.

Re: Drainage problems at Barrack Row. I called ECC to check on this defect on 8th September and was advised that it was raised as a problem on 8th July but has been listed as P3 which is low priority. An inspection was scheduled for 1st September but there was no report on the screen. The Officer said he would chase it up.

Re: Broken Finger Post at junction of Billericay Road and Brentwood Road. I called ECC to check on this defect on 8th September and was advised that it was inspected and ranked as P4. It is listed for repair but maybe not until the next financial year. I did make some enquiries regarding funding from Essex Heritage Trust and got through the preliminary application. However, the resident who raised this problem with the PC has been unable to give me an estimate for the part and is no longer available to do the repair and I have now missed the deadline to make a formal application this year.

Re: Pavement defects at Peartrees. I received an email from ECC to advise that the repairs had been completed. However, Cllr Neil Amor advised me that only one patch had been repaired and he sent me photographs which I sent to ECC Customer Services. To date I have not received a reply.

Re: Rubbish left to the side of the property adjoining Studio One, Meadows Close. I reported this to Stephen Blake, BBC Environmental Health but to date have had no response.

Re: Advertisement for School Crossing Patrol. Nothing to report..

Re: The footpath between Peartrees and Ingrave Johnstone School. I reported this problem to BBC but have no further updates.

The Report was noted.

16/17.090 To receive Members' declarations of interest in items on the agenda

It was noted that there were no Declarations of Interest.

16/17.091 Finance

a) Cheques signed since the last meeting:-

Payee	Cheque No.	Amount
Rural Community of Essex	1055	£66.00
Earth Anchors	1056	£50.34
Cut Above	1057	£660.00
Came & Company	1058	£61.52
Great Outdoor Gym Company	1059	£19,842.00
Administration	1060	£743.21
Administration	1061	£473.23
HMRC	1062	£236.61
Essex Pension Fund	1063	£343.55
Vidahost	1064	£7.19

Proposed: Cllr Sheila Murphy

Seconded: Cllr Paul Hawkins

All agreed

b) Cheques signed at this meeting:-

Payee	Cheque No.	Amount
Vidahost	1065	£21.59
Dominic Property Services	1066	£1,021.08
Administration	1067	£681.30
Administration	1068	£447.32
Essex Pension Fund	1069	£331.13
HMRC	1070	£222.61
PKF Littlejohn (Annual Audit Fee)	1071	£240.00

Proposed: Cllr Neil Amor

Seconded: Cllr Stewart Theobald

All agreed

c) Members noted that there was an overspend of £1,385.00 (not £1,500.00 as advised in the Agenda). The RFO suggested moving this amount from the Contingency Fund back into

Projects. He also mentioned that next month we will be formalising the Budget which will be used to set the Precept for next year.

Proposed: Cllr Alan Kingsford	Seconded: Cllr Alan Bayless	All agreed
Current Account		£10,345.00
Business 30 day Investment Account		£3,851.00
Fixed Term Deposit Maturity Date 30.11.16		£25,000.00

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

16/17.092 Remembrance Sunday 13th November 2016

- Members approved a donation of £50.00 for two Poppy Wreaths.

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

- Cllr Paul Hawkins offered to place a Wreath at St. Nicholas Church, Ingrave and Cllr Alan Kingsford offered to place a Wreath at St. Andrews Church, Herongate.

All agreed

- Cllr Sheila Murphy offered to represent the PC at the Remembrance Day service.

All agreed

16/17.093 Parliamentary Constituency Boundary Changes

Cllr Shelia Murphy reported that she approached BBC Electoral Services but had not received sufficient information. She suggested anybody interested should go on the BBC website - electoral services – boundary changes, join the consultation and put forward their views. The consultation finishes on 6th December. With the current suggestions Herongate and Ingrave plus West Horndon and Warley would come under South Basildon/East Thurrock. BBC could be taking over Writtle, Great Leighs out to Boreham. The Parish Council will continue to monitor this situation.

16/17.094 Herongate Tye

Cllr Mark Kelly was not present to make a report. Cllr Alan Kingsford said that he had spoken with Cllr Mark Kelly and that no action had been taken yet as he was waiting for the walk along the Billericay Road which was being organised by Cllr Roger Hirst and Essex Highways. Cllr Hirst said that he had not been able to arrange a walk yet. **This Report was noted.**

16/17.095 Outdoor Fitness Equipment – Ingrave Playing Field

Cllr Alan Kingsford reported that the Outdoor Fitness Equipment was officially opened by the Mayor, Cllr Noel Hones, who was present with her escort, Cllr John Cloke, on 21st September. The event was attended by Members of the Parish Council, Members of the Playing Field Committee, Mrs. Amanda Burton, residents, teachers, parents and children of Ingrave Johnstone School who presented the Mayor with a box of chocolates. Mr. Peter Bolton from The Great Outdoor Gym Company was also there and gave instructions on how to use the equipment. It was a pleasant warm afternoon and photographs were taken for inclusion in the Parish Newsletter. Cllr Kingsford reiterated that a rota must be arranged for Cllr Mark Kelly and Cllr Paul Hawkins who have received training and are responsible for the playground equipment inspection. **This Report was noted.**

16/17.096 Peartree Pond

Cllr Alan Kingsford reported that he has so far been unsuccessful in contacting Greenstow Foliage Ltd. regarding the renewal of the pond maintenance contract despite numerous phone calls. They have been on site recently but the Contract expires at the end of the year. He will continue to phone.

16/17.097 Community Resilience Plan – Emergency Plan

Cllr Paul Hawkins reported that he has made some progress with the plan. He has obtained a copy of the Harwich Plan which is obviously a bigger area but the principle is the same. He spoke of the incidents which could occur and the local places residents could relocate to. He will report further at the next meeting.

16/17.098 Parish Council Media Policy

Cllr Martin Hannush reported that he had looked at the draft Data Protection Policy. From discussion it was established that the PC does not need to register for Data Protection. Cllr Hannush asked the Clerk to send him a further copy of the Draft Media Policy and he will report further at the next meeting.

16/17.099 Parish Council Meeting Dates for 2017

Members noted the Parish Council Meeting Dates for 2017.

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

- Members noted that Saturday, 3rd December 2016 at 6.00 pm would be a suitable date/time for the event. Cllr Alan Kingsford will investigate
- Members considered that the Christmas Card Competition for the pupils of Ingrave Johnstone School should be run again this year. The Clerk will make the necessary arrangements.

All agreed

16/17/101 Defibrillators/Projects for the Next Financial Year

- Cllr Alan Kingsford reported that although his application to CIF had been turned down he will continue to look for another grant so that the defibrillator project can go ahead. He is currently in the process of applying to Awards for All through the National Lottery. Permission has been given to mount the cabinets on the outside wall of St. Nicholas Hall, Ingrave, the outside wall of St. Andrews Church, Herongate and there is the possibility of mounting one on the outside wall of The Old Dog Public House, Herongate Tye. Each defibrillator will cost approximately £1,500, which includes a warming cabinet, plus there is the cost of installation to an electrical supply. Once the units are purchased they have to be registered with the Ambulance Service, who, when a 999 call has been made, will advise the caller of the nearest unit and give a code to open the cabinet. The budget for this project will be £4,000 - £5,000.
- Cllr Alan Kingsford asked Members to take some time to think of projects for the next financial year the PC can take forward within the villages. These projects do not necessarily have to involve great cost but can be something as simple as a litter pick in the Playing Field.

16/17.102 Crime and Disorder

- Cllr Stewart Theobald reported that there had been serious fly tipping episodes in and around the area, some of it condemned waste which will cost the land owner in the region of £14,000 to have removed. Discussion ensued with Cllr Roger Hirst, Police & Crime Commissioner who is talking to the relevant authorities to find a way forward to help the victims of this crime. Cllr Hirst said that all incidents should be reported to the Police any intelligence regarding the perpetrators passed over.
- Cllr Neil Amor reported that young people are openly taking drugs (smoking marijuana) in the Ingrave playing Field area when there are small children and adults present. Some of these young people are not from this area. Cllr Roger Hirst advised that whoever witnesses this blatant drug abuse should call 101 and report it.

- Cllr Alan Kingsford reported that shortly after the new benches were installed on the Cricket Green than one was stolen. The bench had been bolted and cemented into place but apparently this was not sufficient. This was reported to the Police and a claim has been made under the PC insurance and the bench will be replaced. The replacement bench will be marked as PC property. The other benches on the Cricket Green have been fitted with extra security.

16/17.103 Planning

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

Proposed: Cllr Neil Amor Seconded: Cllr Sheila Murphy All agreed

- Regarding Planning Applications being received via email, Cllrs felt it was better to receive paper copies however Cllr Sheila Murphy will make enquiries to see if there will be a cost. Councillors felt that the BBC Planning portal is not user friendly. This will be discussed at the next meeting.

16/17.104 Reports from Councillors

- Cllr Alan Kingsford reported that the PC had been contacted by a concerned and distressed resident to say that many of the smaller/newer head stones had been pushed over on the St. Nicholas Church yard. After investigation it was established that St. Nicholas Church had asked a group of volunteers to conduct stress tests on headstones and lay over those that did not comply. It seems that this was instigated by the Diocese insurance company after a claim that a child had been killed by a falling head stone. It was felt that the Church should have given more thought to the actions and advertised/provided information to residents/families of those interred by notices/media prior to the event.
- Cllr Alan Kingsford advised that Cllr Louise Mckinlay. BBC, would be attending the next meeting of the PC for a Q & A session.
- Cllr Alan Kingsford reported that he had asked Cut Above for an estimate to replace missing, broken and rotting posts on the Cricket Green. This has come out at approximately £400 which includes a new base for the bench which was stolen. Councillors felt this was a reasonable estimate and should be included on the next Agenda.
- Cllr Alan Kingsford advised that he had asked for at least two posts to be removed from Facebook due to political incorrectness.
- Cllr Alan Kingsford advised that Ingrave Johnstone School PA was organising a Circus to be held on the Ingrave Playing Field on 2nd July 2017. This is a people only circus and all measures will be taken by the circus to return the field to normal after the event.
- Cllr Martin Hannush reported that over the summer he had been asked about grass verge overgrowth throughout the villages. He felt that a contact number should be put on the PC Face Book account and possibly SOV Face Book account so that residents can call in problems and get a reference number. It is important that when referring a problem that a reference number is requested. The PC will also refer and chase up any problems highlighted.
- Cllr Hannush also felt that comments were being made on Face Book regarding the integrity of certain Members of the Parish Council. He was anxious, as a Councillor and businessman, that any personal defamatory remarks may reflect on his business and reputation. Cllr Hannush wanted to take this forward and advise those who would wish to make personal offensive remarks aware that their actions would be held to account.
- Councillor Neil Amor asked the Clerk to chase up the Parking Enforcement Team at Highways regarding parking in The Meadows and Peatrees around school times.
- Cllr Neil Amor also asked Cllr Paul Hawkins about the pathway at the back of his property in The Meadows. Was this a PRoW? Access at the back of the properties was for the property owners. There was concern regarding burglaries and teenagers lighting fires. Discussion ensued and no clear outcomes achieved.

- Cllr Paul Hawkins reported that he had been in contact with Laura Dunnell of PRow and the style at the junction with St. Nicholas Hall, Ingrave and the A128 will be replaced. Also the bridge from Button Common to Button Farm will be reinstated. Cllr Stewart Theobald felt that if a style was going to be reinstated by St. Nicholas then one should be put in place across the bridge from Button Common to Button Farm.

•
16/17.105 Correspondence

A list of correspondence for August and September was noted. No items were highlighted.

16/17.106 Training

- There were no requests for training from the current list.

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

None.

16/17.108 Members noted that the next meetings will be held on Tuesday, 25th October 2016, St. Nicholas Hall, School Lane, Ingrave CM13 3RB, commencing 7.15pm.

The meeting ended at 9.45pm.

Signed:..... (Chairman)

Date:.....