

# 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. Andrews Hall, Brentwood Road, Herongate CM13 3RB on Wednesday, 27<sup>th</sup> September 2017 commencing 7.15pm for the purpose of transacting the following business.

*Theresa Grainger*

Signed  
Theresa Grainger  
Clerk to Herongate and Ingrave Parish Council

21<sup>st</sup> September 2017

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

## AGENDA

**Guest Speakers:** PC Bob Amey of the Local Brentwood Community Team, local Beat Officer.

- 17/18.085 Public participation session with respect to items on the agenda and other matters that are of mutual interest.**
- 17/18.086 Apologies for absence**
- 17/18.087 Minutes**  
Members to approve the Minutes of the Ordinary Parish Council Meeting held on Tuesday, 25<sup>th</sup> July 2017.
- 17/18.088 Progress Report from the Clerk**
- 17/18.089 To receive member's declaration of interests in items on the agenda.**
- 17/18.090 Co-option of a new Parish Councillor**  
Members to consider an application to join the Parish Council from Mr. David Frank Hills.
- 17/18.091 Information Commissioner's Office**  
Members to note that the Clerk has registered Herongate and Ingrave Parish Council with the ICO.
- 17/18.092 Finance**
  - a) Members to approve cheques signed since the last meeting.
  - b) Members to approve and sign cheques at this meeting.

- c) Members to approve the accounts/bank reconciliation for August and September 2017.

**17/18.093 Conclusion of Audit for the year ended 31<sup>st</sup> March 2017**

Members to note that PKF Littlejohn LLP has signed off the External Audit and commented as follows:-

“On the basis of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.”

A Notice of Conclusion of Audit has been completed and displayed on the Notice Boards and website together with a copy of the Annual Return, sections 1,2 and 3 including the external auditor’s report.

**17/18.094 Dead Tree on the borders of Peartrees Pond and no. 77 Brentwood Road, Ingrave**

Members to consider paying 50% towards the removal of a dead tree which sits on the border of no. 77 Brentwood Road, Ingrave and Peartrees Pond. The resident to pay the other 50%. Quote from Mathew Prince is £250.00 + VAT in total. Cllr Alan Kingsford to advise.

**17/18.095 Misuse of Motor Cycles in the Countryside**

Following concerns raised by residents at the Annual Parish Assembly in May 2017 regarding motor bike riders illegally racing through bridle paths, footpaths and across farm land, Cllr P. Hawkins was asked to prepare a survey to identify where appropriate restrictions could be put in place. Cllr Hawkins to report on his progress with this report.

**17/18.096 Community Emergency Plan**

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

**17/18.097 Herongate Tye**

Cllr A. Kingsford to update Members regarding the notice board.

**17/18.098 Redevelopment of the former indoor bowls club at South Essex Golf Centre**

Cllr Alan Kingsford to update Members regarding the meeting with the Developer.

**17/18.099 Defibrilators**

- Cllr A. Kingsford to update Members regarding the progress of this project.
- Members to consider offering training (initially FOC) to residents. Dates and times to be agreed.

**17/18.100 Crime and Disorder**

Councillors to discuss any recent events.

**17/18.101 Planning**

To receive a list of planning applications below received since the last meeting and review the progress of previous applications on the Planning List previously circulated. Planning Applications received after this Agenda is published and before the meeting will be added as appropriate.

<b>Planning App. No.</b>	<b>Address</b>	<b>Planning Details</b>
17/01119/FUL	Fowchers Farm Cottage, 1 Rectory Lane, Herongate	Demolish existing garage and construct 1 bed bungalow

17/01139/FUL	20 St. Nicholas Grove, Ingrave	Single storey front extension with pitched roof over
17/01243/FUL	Park House, 259 Brentwood Road, Herongate	Construction of new porch, replacing the existing door on the south elevation with a sash window, creating a new entrance forecourt to the south of the building and addition of a new boiler shed to the north elevation
17/01244/LBC	Park House, 259 Brentwood Road, Herongate	Construction of a new wall between the utility room and the stair well, re-instating the back wall of the right hand reception room separating it from the stair hall, moving a wall between the en-suite and master bedroom, adding an en-suite and wardrobe to bedroom 3, closing access from bedroom 3 to the shower room and making a new access to it from bedroom 4, converting the loft room into a bedroom with en-suite, modifying the storage areas on the second floor, and removing an old boiler from an original fireplace in the utility room and relocating new boilers and pipework in the newly formed boiler shed
17/01297/FUL	5 Peartrees, Ingrave	Extend hip to gable roof adding 1 front and 2 rear linked dormers, add cat slide roof to front, demolish garage and construct new attached garage with single storey side and rear extensions
17/01375/FUL	Evelyn Grove, 37 Cricketers Lane, Herongate	Installation of CCTV comprising CCTV cameras mounted on front gate and CCTV cameras mounted on poles x 4 positioned along front boundary (Retrospective)

#### **17/18.102 Reports from Councillors**

Members to report on any projects they are undertaking which are not on the current agenda.

#### **17/18.103 Correspondence**

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

#### **17/18.104 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)
- Councillors to update Members regarding recent training.

#### **17/18.105 Items from Councillors to be added to the next Agenda.**

**17/18.106 Members to note that the next Ordinary Parish Council Meeting will be held at St. Nicholas Hall, School Lane, Ingrave CM13 3RB on Tuesday, 24<sup>th</sup> October 2017 commencing at 7.15pm.**