

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 3PN on Wednesday, 28th June 2017 commencing 7.15pm for the purpose of transacting the following business.

Theresa Grainger

Signed
Theresa Grainger
Clerk to Herongate and Ingrave Parish Council

22nd June 2017

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

AGENDA

- 17/18.044 Public participation session with respect to items on the agenda and other matters that are of mutual interest.
- 17/18.045 Apologies for absence
- 17/18.046 Minutes
- Members to approve the Minutes of the Annual Parish Council Meeting held on Tuesday, 16th May 2017.
- 17/18.047 Progress Report from the Clerk
- 17/18.048 To receive member's declaration of interests in items on the agenda.
- 17/18.049 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 year end accounts/bank reconciliation for June 2017.
 - d) Parish Council On-line Banking
Members to consider and approve for signature a form permitting the RFO to read access on-line banking.
- 17/18.050 Internal Audit 2016/2017
Cllr A.Kingsford to read and Members to note the final Internal Audit Report submitted by Maurice Howard CPFA.

17/18.051 Local Government Pension Scheme

- Members to note that a statement was posted on the Parish notice boards and website on 2nd June 2017 as follows:- *“As required by legislation, notice is hereby given that the post of Clerk and the post of Responsible Financial Officer will be admitted to membership of the Local Government Pension Scheme operated by Essex County Council, following the necessary 7 days public notice. This item will be included in the Agenda of the meeting of the Parish/Town Council on Wednesday, 28th June 2017.”*
- Members to approve this statement as previously the Pension Scheme covered named employees and not named positions.
- Members to note and approve the inclusion of Mrs. Stephanie Robinson as RFO in the Pension Scheme for the May 2017 salary onwards.

17/18.052 Herongate Tye

Cllr Mark Kelly to update Members on the progress with the Notice Board.

17/18.053 Button Common security

Following concerns regarding another possible incursion of Travelers on Button Common raised by residents at the Annual Parish Assembly in May 2017 and a subsequent informal meeting of said residents with Cllr A. Kingsford, Members to consider improving security by the installation of concrete blocks. These blocks will be mostly funded by the residents and possibly Lord Petre but will be the responsibility of the PC. However, if there is a shortfall in funds the PC may have to make up the difference. Cllr A. Kingsford to report on his meeting.

- Members to consider approval for the concrete blocks.
- Members to consider approval to cover a small shortfall in funds to purchase the blocks.

17/18.054 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.

17/18.055 Winter Salt Bag Partnership 2017/2018

- Members to note that the ECC Salt Bag Partnership 2017/2018 has now been launched.
- Members to consider if the PC needs any more salt.

17/18.056 Ingrave Playing Field Fitness Equipment

Members to note that the Clerk has requested an estimate from The Play Inspection Company Ltd. (the current contractor who inspects the play equipment for BBC) for an annual ROSPA inspection of the fitness equipment. At the time of preparing this Agenda the estimate has not been received.

17/18.057 Emergency Plan (Community Resilience Plan)

Cllr P. Hawkins to update Members on the Parish Emergency Plan which has been his project since March 2014. Importantly, in relation to recent national disasters and terrorist attacks, this Plan needs to be completed and validated immediately.

17/18.058 Defibrillators

Cllr A. Kingsford to update Members regarding the choice of supplier for the defibrillators and any related issues.

17/18.059 Crime and Disorder

Councillors to discuss any recent events.

17/18.060 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.

Planning App. No.	Address	Planning Details
17/00569/FUL	87 Brentwood Road, Ingrave	Dropped kerb for vehicular access
17/00803/FUL	61 The Meadows, Ingrave	Loft conversion to create first floor incorporating dormer windows to front and rear
17/00799/FUL	6 Peartrees, Ingrave	Demolish conservatory and add single storey rear and side extension with enlargement of roof extending rear dormer and add new front dormer
17/00858/FUL	8 Park Lane, Herongate	Single storey side extension
17/00699/FUL	Bladen Wood Farm, Blind Lane, Herongate	Demolition of existing storage building and construct detached house with associated parking and landscaping
17/00770/FUL	Land at Cockridden Farm, Brentwood	Demolition of existing agricultural building and replace with new purpose built agricultural store, associated access and yard, security bunding and landscaping proposal
17/00874/FUL	61 The Meadows, Ingrave	Single storey rear extension to include boot room and sun room
17/00899/FUL	2 Hernshaw, Herongate	Ground floor side extension
17/00953/FUL	32 Peartrees, Ingrave	Extension to existing garage and a new roof over, single storey rear extension

17/18.061 Reports from Councillors

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

17/18.062 Correspondence

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

17/18.063 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
- Councillors to update Members regarding recent training.

17/18.064 Items from Councillors to be added to the next Agenda.

17/18.065 Members to note that the next Ordinary Parish Council Meeting will be held at St. Nicholas Hall, School Lane, Ingrave CM13 3RB on Tuesday, 25th July commencing 7.15pm.