

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 Ingrave CM13 3PN on Wednesday, Wednesday 22nd November 2017 commencing 7.15pm for the purpose of transacting the following business.

Signed

Theresa Grainger

Clerk to Herongate and Ingrave Parish Council

17th November 2017

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

AGENDA

17/18.130 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

17/18.131 Apologies for absence

17/18.132 Minutes

Members to approve the Minutes of the Ordinary Parish Council Meeting held on Tuesday, 24th October 2017.

17/18.133 Progress Report from the Clerk

17/18.134 To receive member's declaration of interests in items on the agenda.

17/18.135 Resignation of Councillor Alan Bayless

Members to note that Councillor Alan Bayless has since the last meeting resigned from the Parish Council. Brentwood Borough Council has been advised and a notice for election has been displayed on the notice boards.

17/18.136 Members and Public to review the applications for the Christmas Card Competition and select three.

The designer of the first choice will light the Parish Council Christmas Tree and receive a small gift from the Parish Council. The two runners up will also receive a small gift.

17/18.137 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 November 2017.

17/18.138 Projects for 2018/2019

Cllr Alan Kingsford to put forward for consideration the possibility of including the following projects in the Draft Budget for 2018/2019:-

- Larger Parish Council notice boards for Herongate and Ingrave – estimated cost £2,000 plus installation per notice board.
- The purchase of and training for equipment to cut the grass verges in between the existing maintenance visits scheduled by BBC – estimated cost £5,000. This will not be double taxation as the service will be in addition to that provided by BBC.
- A bench to be installed on the new community allotments at the rear of St. Andrews Church – estimated cost £550.
- An electrical hub to be installed at the two Church Halls to be used in the event of an emergency – estimated cost £1,950.
- The removal of the tree stump on the pavement outside St Nicholas Church – estimated cost £3,000

17/18.139 Draft Budget 2018/2019

- The RFO, Stephanie Robinson to present for consideration the Draft Budget for 2018/2019.
- The RFO to present for discussion the Precept for 2018/2019.

17/18.140 Parish Council Precept 2018/2019

Members to consider and agree the Parish Council Precept for 2018/2019.

17/18.141 Community Emergency Plan

Cllr David Hills to update Members on his thoughts and progress regarding preparing a Plan.

17/18.142 Herongate Tye

Cllr A. Kingsford to update Members regarding progress of the installation of the notice board.

17/18.143 Defibrillators

Cllr Alan Kingsford to advise Members of his investigations into the costs and dates relating to training in the use of defibrillators and some further medical training..

17/18.144 Dead Tree on Peartree Pond

Members to note that the work has been carried out on Peartree Pond.

17/18.145 Crime and Disorder

Councillors to discuss any recent events.

17/18.146 Planning

- Members to receive and consider 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
17/01554/FUL	Garth Cottage, Cricketers Lane, Herongate	Construction of a new 3 bed dwelling

17/18.147 Traffic Speed Restrictions throughout the Villages and the footpath at Herongate Tye.

Cllr Alan Kingsford to report on a Highways Surgery held with the Cabinet Member at ECC, Cllr Louise McKinlay, Cllr Alan Kingsford and Cllr Mark Kelly.

17/18.148 Reports from Councillors

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

17/18.149 Correspondence

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

17/18.150 Training

- Councillors to consider their training needs from the EALC schedule for 2018 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.

17/18.151 Items from Councillors to be added to the next Agenda.

17/18.152 Members to note that the next Ordinary Parish Council Meeting will be held at St. Nicholas Hall, School Lane, Ingrave, Brentwood CM13 3RB on Tuesday, 23rd January 2018 commencing at 7.15pm.

17/18.153 Exclusion to the Public

- Members to approve, pursuant to section 1(2) of the Public Bodies (Admission to meetings) 1960 Act that due to the confidential nature of the business to be transacted the Press and Public be excluded from discussions relating to personal matters.

17/18.154 Members to discuss and consider Personnel matters

- Members to discuss and ratify the employment of Mrs. Stephanie Robinson (current RFO) in the role of Parish Clerk and RFO following the retirement of Mrs. Theresa Grainger (current Parish Clerk).
- Members to discuss and ratify a Contract for Mrs. Robinson.

END OF AGENDA