

# 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 25<sup>th</sup> April 2018 commencing 7.15pm for the purpose of transacting the following business.

Signed

Stephanie Robinson  
Clerk to Herongate and Ingrave Parish Council

16<sup>th</sup> April 2018

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

## AGENDA

**18/19.001 Public participation session with respect to items on the agenda and other matters that are of mutual interest.**

**18/19.002 Apologies for absence**

**18/19.003 Minutes**

Members to approve the Minutes of the **Ordinary Parish Council Meeting** held on Tuesday, 20<sup>th</sup> March 2018.

**18/19.004 Progress Report from the Clerk**

**18/19.005 To receive member's declaration of interests in items on the agenda.**

**18/19.006 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 April 2018.

**18/19.007 Herongate Tye**

Clerk to update on progress with the noticeboard.

**18/19.008 Community Emergency Plan**

Cllr David Hills to update Members on his progress with this project.

**18/19.009 Blind Lane**

Members to discuss what action, if any, can be taken regarding the potholes in Blind Lane.

**18/19.010 General Data Protection Regulations**

Clerk and Cllr. A. Kingsford to update members on the new legislation and how it might affect the Parish Council.

**18/19.011 Areas of responsibility**

Members to discuss, and agree upon changes to areas of responsibility for each Councillor.

**18/19.012 Annual Parish Assembly**

Members to consider so to invite to the Annual Assembly as a Guest Speaker.

**18/19.013 Crime and Disorder**

Councillors to discuss any recent events.

**18/19.014 Planning**

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

| <b>Date Rec'd</b> | <b>Planning App. No.</b> | <b>Address</b>   | <b>Planning Details</b>  | <b>Date App Agreed at PC Meeting</b> |
|-------------------|--------------------------|--|--|--------------------------------------|
| 09.04.18          | 18/00152/FUL             | Marigold Cottage<br>Cricketers Row<br>Herongate Essex<br>CM13<br>3QA | Demolition of existing garage and construction of single storey side extension   |                                      |
| 28.03.18          | 18/00476/FUL             | 23 Common Road<br>Ingrave Essex<br>CM13 3QL                          | First floor side, single storey rear extensions, conversion of garage to habitable accommodation.  |                                      |
| 27.03.18          | 18/00470/LBC             | Park House 259<br>Brentwood Road<br>Herongate Essex<br>CM13<br>3LH   | Replacement of deteriorated glazing, windows and window frames including central vertical timber bar for three dormer windows within the main roof of the property. The new windows and frames within the current dormers will have the same window pane layout and frame appearance as the existing windows and frames. |                                      |

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  | <p>However, to enhance the building with an appropriate style befitting of the era of the house, the glazing bars are to be handmade to match the thin profile of the existing original windows of the main house and are to measure 16mm in width. The existing single glazing will be removed and replaced with integral slim profile double glazing to reduce noise from the busy A128 and to assist with thermal insulation for Building Regulations. In order to compliment the design of the windows and the era of the original property, Monkey Tail stays and latches are to be fitted to all three dormer windows.</p> |  |
|--|--|--|--|--|

**18/19.015 Reports from Councillors**

**18/19.016 Correspondence**

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

**18/19.017 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](http://www.ealc.gov.uk)

**18/19.018 Items from Councillors to be added to the next Agenda.**

**18/19.019 Members to note that the next meetings will be held on Tuesday, 22<sup>nd</sup> May 2018 at St. Nicholas Church Hall, School Lane, Ingrave, CM13 3RB, as follows:**

**ANNUAL PARISH ASSEMBLY – COMMENCING AT 7.00PM**  
**ANNUAL PARISH COUNCIL MEETING – COMMENCING 8.00PM**