

Clerks Report – Herongate and Ingrave Parish Council.
February 2019

Meeting Date	Agenda Number	Information and decision made	Action taken and outcome	Date Note Closed
26/09/18	18/19.095	Clerk to look into cost of ID badges.		
		40mph repeater signs in Ingrave in 30mph zone.	Emailed Cllr Kevin Bentley who said that a job to remove them would be raised as a matter of urgency. They have now been removed.	11/02/2019
		Animal Aid festival 2019	Have made contact with one of the organisers. Have raised the concerns re lack of appropriate licences and not being allowed to charge for entrance on the common land and the need to keep the footpath clear. Have since heard from BBC that they will need to apply for a temporary events licence and that approval must first be given by the Parish council.	08/02/2019
23/10/19	18/19.111	Clerk to email Rebecca Charge to find out crime ref no of accident involving byelaws sign.	Found incident on Essex live. Emailed Rebecca Charge on 12/11/18. Received crime ref number in return. Awaiting quotes before submitting to insurance. 2 quotes received for posts, 1 for sign. Awaiting final quote for the sign. All else sent to insurers	
24/07/18	18/19.075	Clerk to set up online banking with Unity bank.	All signatures now provided. Still need annual plan. Annual plan is in progress application will be submitted shortly.	
24/07/18	18/19.077	Clerk to assist Cllr. D. Hills with editing the Community Emergency Plan.	Report now complete.	27/02/19
21/01/19	18/19.151	Clerk to email Cllr. McKinley re pavements in Herongate Tye and Ingrave.	Email sent 26/02/2019	26/02/19
22/05/18	18/19.041	Clerk to issue new Declarations of Interest forms to all councillors.	Emailed 09/07/18.MH and PH outstanding.	
		Elections 2019.	Clerk to attend meeting at Brentwood Borough Council on 19 th March where they will advise re procedures/cost.	
		Defibrillator at Old Dog Pub	Clerk has submitted a pre-planning application. A meeting took place with owner of pub and planning officer who indicated that conservation officer might object. The council will need to submit a Listed Building application.	
n/a	n/a	Training	Unit 3 of CILCA passed. Unit 4 submitted.	