

Clerks Report – Herongate and Ingrave Parish Council.
June 2019

Meeting Date	Agenda Number	Information and decision made	Action taken and outcome	Date Note Closed
26.06.19		Insurance	Insurance renewed automatically on 1 st June 2019 as we signed up to a 3 year deal. Cover is being held pending payment.	
26.06.19		Banking arrangements	Mandate for Lloyds and Unity has been updated to include Maria Pearson. Clerk will put closure of Lloyds account on next agenda.	
		Repair of verge at Green Man	Clerk has ordered the chesnut posts. They have a lead time of 2/3 weeks and will be delivered to Alan Marsh at BBC. Cut Above will collect them from there. Posts have been delivered. Clerk has called Cut Above to find out when work would start but has not heard back.	
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. Everything sent to insurers. Stuart Theobald has been to see sign painter who will do the work for £600. Work has started and is expected to take 2 months. New sign has now been painted. Payment of £600 needs to be authorised.	
		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. We have now received a letter saying that we will have to submit full planning application along with scale drawings etc. Emailed Stan Patching re scale drawings. Application submitted on 13 th May , online system said no fee due but that may change. Mr Stan Patching completed all aspects of the application for the nominal fee of £75. The application is now live.	
26.06.19		Adult Mental health first aid training	ECC are funding half day courses in adult mental health first aid training. Should we offer this to the public? Only cost to PC would be hall hire and tea/coffee for in the break.	
n/a	n/a	Training	Clerk has attended website accessibility training and EALC AGM & Training Day. Clerk has contacted EALC about evening training for new councillors. Have been asked to contact them with proposed dates to see what can be arranged.	