

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 25th November 2020 at 7.30pm being held virtually via Zoom meetings for the purpose of transacting the following business.

Meeting ID: 942 5869 0517

Password: 859297

Signed

Stephanie Robinson
Clerk to Herongate and Ingrave Parish Council

20th November 2020

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

AGENDA

20/21.042 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

20/21.043 Apologies for absence

Members to discuss and decide whether to resolve to accept Cllr. Ellis' apology for absence due to working exceptionally long hours due to Covid 19 and thereby suspend the 6 month rule until the end of March 2021.

20/21.044 Minutes

Members to approve the Minutes of the **Parish Council Meeting** held on Tuesday 27th October 2020.

20/21.045 Progress Report from the Clerk

20/21.046 Borough/County councillors report

20/21.047 To receive member's declaration of interests in items on the agenda.

20/21.048 Co-option

Members to discuss and vote upon any applicants who have come forward for co-option. Should there be a co-option members to resolve that the declaration of acceptance of office can be signed before the next meeting at a time convenient to the councillor and Clerk

20/21.049 Finance

- a) Members to approve payments made since the October meeting.
- b) Members to approve payments at this meeting.
- c) Members to approve the accounts/bank reconciliation for November 2020.

20/21.050 Conclusion of audit

Members to note that the external audit has been concluded. The auditors have concluded: On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

They did however note the following:

We note that Sections 1 and 2 of the Annual Governance and Accountability Return were approved on 15/07/2020 but that the public rights period did not commence until 01/09/2020. The period set is not strictly in contravention of the timing permitted under the legislation introduced as a result of Covid-19, but it should be noted that this year's extension to allow later public inspection was intended to allow for authorities who were not able to approve their AGAR until as late as the statutory deadline of 31 August 2020. Regulation 12 (3) of the Accounts and Audit Regs 2015 (signing and approval of the statement of accounts for Category 2 authorities) requires the Responsible Financial Officer, as soon as practicable after the date on which the authority complies with regulation 12 (2c) (re. accounts approved and signed following meeting), to do the following on behalf of the smaller authority: a) commence the period for the exercise of public rights in accordance with regulation 14 and regulation 15; and b) notify the local auditor of the date on which that period was so commenced. We fully appreciate the difficulties arising as a result of coronavirus restrictions; however, please consider the requirements of the Accounts and Audit Regulations 2015, when setting the date for the approval of the AGAR in relation to the public rights period in future years.

20/21.051 Speeding on the Billericay Road

Members to discuss and agree decide what action if any to take to try and solve the problem of speeding on the Billericay Road.

20/21.052 Village Hall

Members to discuss and decide if they want to take any further action with regard to the Village Hall.

20/21.053 Conservation area signage

Cllr. Hills to update the council with regard to his research into conservation area signage and members to discuss and decide what further action they wish to take.

20/21.054 Additional rubbish bins

Members to discuss and decide whether they wish to install, or ask Brentwood Borough Council to install additional bins by the cricket green.

20/21.055 Crime and Disorder

Councillors to discuss any recent events.

20/21.056 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.

| Date Rec'd | Planning App. No. | Address | Planning Details |
|-------------------|--------------------------|--|--|
| 27.10 | 20/01499/F UL | 35 Brentwood Road Ingrave Brentwood Essex CM13 3RE | Demolition of existing dwelling and construction of new 2 storey dwelling. |
| 28.10 | 20/01477/H HA | 27 Common Road Ingrave Brentwood Essex CM13 3QL | Single storey rear extension, part conversion of garage to create a utility room and raise roof over |
| 03.11 | 20/01540/F UL | 158 Brentwood Road Herongate Brentwood Essex CM13 3PF | Demolish conservatory, utility room and outbuildings and half of existing dwelling and construct pair of semi detached houses with layout parking and new vehicular access |
| 10.11 | 20/01627/L BC | Salmonds Farm House Salmonds Grove Ingrave Brentwood Essex CM13 3RS | Formation of en-suite to master bedroom; remove lowered ceiling to first floor bedroom; floor repairs to lounge; reorder rear store including new door window and roof alteration; new window to utility room. |
| 10.11 | 20/01626/H HA | Salmonds Farm House Salmonds Grove Ingrave Brentwood Essex CM13 3RS | Formation of en-suite to mater bedroom; remove lowered ceiling to first floor bedroom; floor repairs to lounge; reorder rear store including new door window and roof alteration; new window to utility room. |

20/21.057 Reports from Councillors

20/21.058 Training

- Councillors to consider their training needs from the EALC schedule for 2020 previously circulated. The EALC regularly updates training schedule which can be viewed on line www.ealc.gov.uk

20/21.059 Items from Councillors to be added to the next Agenda.

20/21.060 Members to note that the next meeting will be held on Tuesday 26th January 2021 virtually via Zoom meetings commencing at 7.30pm.