

# Herongate and Ingrave Parish Council



Clerk to the Council:  
Mrs Stephanie Robinson  
The Dower House  
135-139 Billericay Road  
Herongate  
Essex  
CM13 3SD  
Tel: 07512 078975

Email: [clerk@herongateandingravepc.org.uk](mailto:clerk@herongateandingravepc.org.uk)

Website: [www.herongateandingravepc.org.uk](http://www.herongateandingravepc.org.uk)



**Minutes of the Herongate and Ingrave Ordinary Parish Council Meeting held virtually via Zoom meetings, on 27<sup>th</sup> October 2020 which commenced at 7.30pm. The Chairman advised the meeting would be audio and video recorded.**

**In the Chair:** Cllr Alan Kingsford

**Present:** Cllr. D. Hills, Cllr. D. Watts, Cllr. Pearson, Cllr. Piggott, Cllr. Flood joined as a councillor subsequent to her co-option to the council.

**Officers:** Mrs. Stephanie Robinson (Clerk and RFO)

**Members of the public:** Cllr. Cat Tierney, 2 others.

**20/21.023 Public participation session with respect to items on the agenda and other matters that are of mutual interest**

None.

**20/21.024 Apologies for absence**

None.

**20/21.025 Minutes**

Members approved the Minutes of the **Parish Council Meeting** held on Wednesday 23<sup>rd</sup> September 2020. Dh dw

**Proposed: Cllr. Hills**

**Seconded: Cllr. Watts**

**All agreed.**

**20/21.026 Progress Report from the Clerk**

**Memorial bench:** New bench delivered and will hopefully be installed next week.

**Audit:** More liaising with external auditors – still no sign off

**Posts at Green Man/Park lane:** Posts have gone in around green man/park lane etc. almost finished

**Posts opposite church:** these have been fixed.

**Remembrance Sunday:** Poppy wreaths have been delivered

**20/21.027 Borough/County councillors report**

Marie – tarpaulin coming off the village hall roof. BBC attended yesterday and it should be watertight and safe today.

Village hall is still with legal. Borough is custodian trustee and Cat is named trustee. Legal have yet to comment.

**20/21.028 To receive member's declaration of interests in items on the agenda.**

None

**20/21.029 Co-option**

Members to discussed and voted to co-opt Sue Flood back to the parish council. The parish council resolved that the declaration of acceptance of office could be signed at a later, in front of the clerk at a mutually convenient time. **All agreed.**

**20/21.030 Finance**

a) Members approved payments made since the September meeting.

None

b) Members approved payments at this meeting.

S Robinson (Clerk Salary & Expenses)	£1,243.84
Essex Pension Fund	£391.45
HMRC	£188.74
Billericay Self Storage (august storage)	£150.00
Dominic property services (village pond fence repair)	£126.00
Cut Above (grass cutting and park lane posts)	£1,640.00
Earth Anchors (memorial bench)	£828.42
Royal British Legion (2 wreaths)	£100.00

c) Members to approve the accounts/bank reconciliation for October 2020.

Unity Bank £93,564

**Proposed: Cllr. Hills**

**Seconded: Cllr. Watts**

**All agreed.**

**20/21.031 Remembrance Day**

Members discussed and agreed arrangements for Remembrance day. Cllr. Hills and Cllr. Watts agreed to lay the wreaths at St Andrews and St Nicholas church on behalf of the council. Clerk to ensure they get the wreaths on time.

**20/21.032 Christmas celebrations**

Members discussed and agreed arrangements for the Christmas tree and celebrations  
The tree will be delivered on 30<sup>th</sup> Nov. Lighting up will be a few days later. We will try to film the lighting up and do a facebook link. The parish council agreed to run the school Christmas card competition as usual.

**20/21.033 Budget**

Members reviewed and decide upon the budget for 2021/22 to come to a total budgeted ,expenditure of £68,430

**All agreed.**

**20/21.034 Precept**

Members to discussed and decided upon the precept for 2021/22 to remain unchanged at £48,000.

**20/21.035 Meeting dates**

Members decided on the following meeting dates up to May 2021.

Tuesday, 27th October 2020 - Zoom  
Wednesday, 25<sup>th</sup> November 2020 - Zoom  
Tuesday 26<sup>th</sup> January 2021 - Zoom  
Wednesday 24<sup>th</sup> February 2021 - Zoom  
Tuesday 23<sup>rd</sup> March 2021 - Zoom  
Wednesday 28<sup>th</sup> April 2021 – Zoom

**All agreed.**

### 20/21.036 Crime and Disorder

Vehicle in Donovans gardens had a catalytic converter cut off. One of the teachers by Ingrave Johnstone had the same done to their vehicle when parked outside the school.

Burglary at Garth cottage.

Crime figures for the area are generally good. Halfway house lots of police patrols etc so crime has dropped considerably.

### 20/21.037 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	PC comments
25.09	20/01260/ HHA	The Barn Salmonds Grove Ingrave Brentwood Essex CM13 3RS	Conversion of existing garage into habitable room	No objections
08.10	20/01385/ HHA	Cherry Tree 47 Cricketers Lane Herongate Essex CM13 3QB	Extended loft conversion to include roof lights to front and dormer to rear.	Object on basis that this is an attempt to revert to plans objected to 2016. Detriment to neighbouring Grade II listed Suffolk House. Clerk to draft objection based on previous comments, conservation officers comments and effect to Suffolk House.
08.10	20/01414/ HHA	66A Brentwood Road Ingrave Brentwood Essex CM13 3RD	Two storey front extension, relocate front entrance and add open front porch, alterations to fenestration and external finishes (Retrospective)	No objections
13.10	20/01440/ HHA	The Brambles 22 Common Road Ingrave Brentwood Essex CM13 3QL	Loft conversion with rear box dormer and roof lights windows to front	No objections
21.10	20/01501/ HHA	The Timbers Thorndon Approach Herongate Brentwood Essex CM13 3PA	Proposed removal of existing roof, to create new large roof to include three dormers to the front, and large dormer to rear, proposed front porch canopy and construction of single storey side extension.	No objections
21.10	20/01495/ FUL	Elmswood Blind Lane Herongate Billericay Essex CM12 9SN	Demolish existing and construct detached 3 bed bungalow	No objection
21.10.	20/01408/ HHA	81 Brentwood Road Ingrave Brentwood	Increase length of existing drop kerb	No objection

Application 20/01499/FUL – moved to next agenda.

**All agreed.**

**20/21.038 Reports from Councillors**

Cllr. Kingsford – newsletter. Go to print at the end of the week.

Pot holes in park lane – photos sent to Louise McKinlay

Brentwood centre has announced immediate closure

Speedwatch is currently suspended.

Sue flood – old dog road is subsiding and people are veering off to the right. Bend has sunk in front of number 90.

**20/21.039 Training**

- Councillors considered 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](http://www.ealc.gov.uk) . EALC are now providing councillor training online via Teams.

**20/21.040 Items from Councillors to be added to the next Agenda.**

Is pc willing to take on the village hall.

Conservation area signage – Cllr. Hills doing research and proposals.

Additional rubbish bins by cricket green .

**20/21.041 Members to note that the next meeting will be held on Wednesday 25<sup>th</sup> November 2020 virtually via Zoom meetings commencing at 7.30pm.**

Meeting ended at 21.00