

# 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 via Zoom on Wednesday 5<sup>th</sup> May 2021 commencing immediately after the Annual Parish meeting (also via the same Zoom link at 7pm) for the purpose of transacting the following business.

Meeting ID: 982 9367 9766

Password: 761911

Signed

Stephanie Robinson  
Clerk to Herongate and Ingrave Parish Council

29<sup>th</sup> April 2021

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

## AGENDA

- 21/22.001 To elect a Chairman
- 21/22.002 To receive the Chairman's Declaration of Acceptance of Office
- 21/22.003 To elect a Vice Chairman
- 21/22.004 To receive the Vice Chairman's Declaration of Acceptance of Office
- 21/22.005 Apologies for absence
- 21/22.006 Public participation session with respect to items on the agenda and other matters that are of mutual interest.
- 21/22.007 To receive Members' Declarations of Interest in items on the agenda.
- 21/22.008 Minutes  
Members to consider and approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday, 28<sup>th</sup> April 2021
- 21/22.010 Finance

- a) To approve and sign payments at this meeting.
- b) Members to approve the accounts/bank reconciliation for May 2021.

**21/22.011 Annual Governance Statement**

- Following the annual review the effectiveness of its systems of internal control, Members to consider and complete the draft Annual Governance Statement (Section 1 of the Annual Return).
- Members to review the proposed Section 1 and approve the Annual Return 2020/21 and sign the Annual Governance Statement.

**21/22.012 Annual Accounting Statement**

- Members to consider the Accounting Statement (Section 2 of the Annual Return) prepared and signed by the RFO.
- Members to review and approve the proposed Accounting Statement to be signed by the Chairman and Minuted accordingly.

**21/22.013 Delegation of authority to the Clerk.**

Members to discuss and consider the delegation of authority to the Clerk, in consultation with the council, until such time the parish council can safely and legally meet indoors with regards to Covid 19.

**21/22.014 Highways Devolution**

Members to discuss and decide if they wish to join the Highways devolution scheme for 2021/22.

**21/22.015 Decking area at Peartree pond**

Members to discuss and decide if they wish to repair the unstable decking area at Peartree pond and so allow the unsightly cones to be removed.

**21/22.016 Planning**

To consider a list of planning applications below received since the last meeting and review the progress of previous applications on the Planning List previously circulated. Planning Applications received after this Agenda has been published but before the date of the meeting will be added as appropriate..

<b>Planning App. No.</b>	<b>Address</b>	<b>Planning Details</b>
21/00667/ HHA	10 Common Road Ingrave Brentwood Essex CM13 3QL	Demolition of existing garage and construction of a hip to gable loft extension including rooflights to front and dormer to rear, single storey side and rear extension to include roof lantern, first floor front extension. Fenestration and roof alterations
21/00624/ HHA	27 Common Road Ingrave Brentwood Essex CM13 3QL	Single storey rear extension to include roof lights and part conversion of garage to create a utility room.

**21/22.017 Reports from Councillors**

**21/22.018 Items from Councillors to be added to the next Agenda.**

**21/22.019 The date for the next Ordinary Parish Council meeting will be set when the legal and safety situation with regards to Covid 19 is resolved.**

