

Herongate and Ingrave Parish Council



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Minutes of the Herongate and Ingrave Ordinary Parish Council Meeting held virtually via Zoom meetings, on 28th April 2021 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. Piggott, Cllr Baldock, Cllr. Pearson (left 8pm), Cllr. Waite, Cllr. Flood (left 8pm).

Officers: Mrs. Stephanie Robinson (Clerk and RFO)

Members of the public: 4 members of the public and Cllr Tierney, Cllr. McKinlay

20/21.126 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

Resident asked where the bin was that had been promised for middle road. Cllr. Pearson advised that we were waiting for Brentwood borough council to install the bin. They have quite a backlog of work following covid but Cllr. Pearson would chase it up.

The resident also complained about the potholes and lack of road markings in common road/middle road. Cllr. Mckinlay said she would pass on road marking issue to SEPP. The potholes need to be reported on the Essex highways website.

The resident also said the scrambler bikes in the area continue to be an issue- could we put signs on footpath to say the footpath is not for bikes/motorised vehicles. The council felt that installing such signs would have no impact on the scrambler bikes.

20/21.127 Apologies for absence

None

20/21.128 Minutes

Members approved the Minutes of the **Parish Council Meeting** held on 23rd March 2021.

20/21.129 Progress Report from the Clerk

Year end – I have contacted the internal auditor and made arrangements. The paperwork is largely complete.

Online meetings – we are awaiting a high court judgement as to whether we can continue to meet online after the current Coronavirus legislation expires on 6th May. The judgement is expected by the end of the month. If we cannot meet online after the 6th May the Clerk advises the parish council should go to deferred decisions by the Clerk until face to face meetings can safely resume. Annual parish and parish council meetings – we will hold these online of the 5th May 2021.

20/21.130 Borough/County councillors report

This section was brought forward to follow on after 20/21.128

Cllr Pearson – Traveller incursion in Thorndon south. ECC in progress, they will be removed.

Cllr. McKinlay – work outside Billericay Road no.92 will start on June 14th. This will involve a road closure. Further information will be provided as soon as available.

20/21.131 To receive member’s declaration of interests in items on the agenda.

None

20/21.132 Lone soldier statues

Members discussed and decided where to install the lone soldier statues in the parish.

Ingrave – by pond, village gate

Herongate tye – noticeboard

Herongate – war memorial, gate

All agreed.

20/21.133 Finance

a) Members to approve payments made since the March meeting
Billericay Self storage (April) £157.80

b) Members to approve payments at this meeting.
S Robinson (Clerk Salary & Expenses) £1,073.26
Essex Pension Fund £331.28
HMRC £101.84
Billericay Self Storage (may) £157.80
EALC (NALC/EALC affiliation fees) £539.11
EALC (Cllr Piggott training day 2) £114.00
M. G. Howard (2020 internal audit fee) £250.00

c) Members to approve the accounts/bank reconciliation for April 2021.
Cashbook balance £98,627

All agreed.

20/21.134 Litterpick – this item was brought forward and discussed after 20/21.130

Members discussed and decided a date for a community litterpick and cleaning of the village gates now that Covid restrictions are lifted to allow the rule of 6 out of doors. Date set as 9th May 2021.

All agreed.

20/21.135 Village Hall

Members to receive an update on any progress as regards the Village hall. Members to discuss and decide if they want to take any further action in light of the update received. No update as council in purdah. Give council to the end of the month. Letter to be sent to Cllr. Hossack giving deadline.

All agreed.

20/21.136 Conservation area signage

Cllr. Hills updated the council with regard to his research into conservation area signage and Members discussed and decided that a burnt out style sign would be installed at Button common and a map style sign on the green at Donovans gardens.

All agreed.

20/21.137 Risk Assessment

Members reviewed the risk assessment circulated by the clerk and decided they wanted to adopt it no changes need to be made.

All agreed.

20/21.138 Fixed Asset register

Members reviewed the fixed asset register circulated by the Clerk and decided no changes needed to be made. **All agreed.**

20/21.139 Crime and Disorder

Councillors to discuss any recent events. Catalytic converter thefts on the rise.

20/21.140 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
23.03	TR010029	M25 JUNCTION 28 IMPROVEMENT SCHEME	REGULATIONS 7 AND 8 OF THE INFRASTRUCTURE PLANNING (COMPULSORY ACQUISITION) REGULATIONS 2010 (AS AMENDED) No comments
30.03	21/00522/HHA	Sylvan House Thorndon Approach Herongate Brentwood Essex CM13 3PA	Single storey rear extension. No objection
30.03	21/00524/HHA	Cherry Tree 47 Cricketers Lane Herongate Essex CM13 3QB	Extension to existing rear dormer windows No objections.
26.04	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. No Objections

20/21.141 Reports from Councillors

Cllr Kingsford – standing down as Speedwatch co-ordinator. Article in newsletter- If no-one steps forward to run the scheme going forwards Cllr. Kingsford will hand everything back.

20/21.142 Training

- Councillors to consider their training needs from the EALC schedule for 2021 previously circulated. The EALC regularly updates training schedule which can be viewed on line www.ealc.gov.uk

20/21.143 Members to discuss and consider matters relating to Personnel

Members discussed and agreed to the ratification of the increment of one point on the LC1 and part LC2 Spinal column pay scale for the Clerk from 1st April 2021 as per her contract moving her from scale point 11 to scale point 12. **All agreed.**

20/21.144 Items from Councillors to be added to the next Agenda.

Village hall.

Members to note the next meeting is the Annual Parish meeting on the 5th May 2021 at 7.30pm via Zoom, this will be immediately followed by the Annual Parish council meeting also via Zoom.

Meeting ended 9.15pm