

Herongate and Ingrave Parish Council



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Minutes of the Herongate and Ingrave Ordinary Parish Council Meeting held at St Nicholas Church Hall, on Wednesday 22nd September 2021 which commenced at 7.30pm. The chairman announced the meeting was being audio recorded.

In the Chair: Cllr Alan Kingsford

Present: Cllr. Piggott, Cllr Baldock, Cllr. Hills, Cllr. Waite,

Officers: Mrs. Stephanie Robinson (Clerk and RFO)

Members of the public: 3 members of the public

21/22.036 Apologies for absence

Cllr. Flood & Cllr. Pearson sent apologies which were accepted.

All agreed.

21/22.037 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

21/22.038 To receive Members' Declarations of Interest in items on the agenda.

None

21/22.039 Minutes

Members considered and approved the Minutes of the Annual Parish Council Meeting held on Tuesday, 27th July 2021.

All agreed.

Clerks report

Defibrillators – x2 out of action, defibrillator by the old dog was accessed by the ambulance service on the 26th and taken out of service by the ambulance service subsequently (routine). Clerk will check whether it was used and order pads etc or mark as back in use accordingly. The defibrillator by the cricket pitch is out of action pending the arrival of the new pads/battery. There is a worldwide shortage of these parts, the parish council have had an order in for them since June and are awaiting delivery. Hopefully they will arrive soon.

The Zoom licence has been cancelled.

Pond work underway – will complete tomorrow. Raw materials increased in cost so invoice will reflect that.

Village hall – sent letter to Cllr. Chris Hossack enquiring as to what the current situation was. Cllr. Hossack confirmed that the matter had been referred to external lawyers as the whole

situation is very complex. The external lawyers have in turn referred the matter to the Charities commission who will deal with the matter, but it may take some time.

Jubilee update –The committee met and decided to have a celebration on the 4th June, location as of yet undecided. Food/drink will be contracted out to external providers. Parish council will supply marquee and electricity. There will be childrens entertainment in the early afternoon and bands in the afternoon/evening. There will be a small ticket price and attendance will be ticket only. The committee will meet soon and will update further.

External audit complete – all documents will be displayed . Accounts not qualified.

Locality fund – clerk will email Louise McKinlay re beacon project.

Noted.

21/22.040 Finance

- a) To approve and sign payments made since the last meeting

S Robinson (Clerk Salary & Expenses)	£1,103.98
Essex Pension Fund	£345.18
HMRC	£110.05
Billericay Self Storage (sep)	£157.80
Cut Above	£1710.00

- b) To approve and sign payments made at this meeting.

S Robinson (Clerk Salary & Expenses)	£1,092.72
Essex Pension Fund	£338.18
HMRC	£110.05
Billericay Self Storage (oct)	£157.80
PKF littlejohn (external audit)	£360.00
A. Kingsford (bulbs)	£280.00
Brentwood borough council (bin emptying)	£13.50
ICO	£40.00

- c) Members to approve the accounts/bank reconciliation for September 2021.

Cashbook balance £83,171.00

Proposer: Cllr. Piggott

Seconder: Cllr. Baldock

All agreed.

21/22.041 Appraisal committee donation

Members to note that following the dissolution of the Village Appraisal Committee and on completion of its responsibilities, the appointees of the Appraisal Committee's monetary assets agree to donate these funds to the Herongate and Ingrave Parish Council in deference to any past contributions received, and may be outstanding, in support from the Parish Council for publications of the Villages' newsletter.

On production of a minute on the records of the Parish Council that the said funds will be used solely for the continuation of a Herongate and Ingrave parish newsletter, and other parish improvement projects as were identified by the Village Appraisal project, the HSBC will be instructed to close the Village Appraisal bank account and transfer the then balance to the account of the Parish Council.

Members discussed and decided to accept the donation and the terms mentioned above.

All agreed.

21/22.042 Footpath between Middle Lane and St Nicholas Grove

Members to discuss and decide what further action to take, if any, regarding the use of the footpath by off road bikes. Moved to next agenda or when Cllr. Pearson arrives.

21/22.043 Posts at Cricket green

Members discussed and decided to replace the existing posts at the cricket green with posts such as those recently installed around Donovan's gardens etc, metal posts to be left in situ but straightened up.

All agreed.**21/22.044 Christmas lighting up**

Members discussed and decided they would like to do to celebrate Christmas in the parish this year in the same format as in previous year. Christmas tree has been ordered. Cut above/Russ butler spoken to. Move to next agenda to agree dates.

All agreed.**21/22.045 Button common maintenance**

Members discussed and decided to ask Button farm to cut Button common and to engage someone to fix gates/fence. Cllr. Piggott to look into someone to prune/teach pruning.

All agreed.**21/22.046 Remembrance Sunday**

Members discussed and decided that Cllr. Baldock would lay a wreath at St Nicholas church and Cllr. Kingsford and St. Andrews.

Members decided to buy 6 of the smaller Tommy statues (3 left/3 right facing). 2 will be installed at St Nicholas church, 2 by the Herongate sign and 2 by the noticeboard at Herongate Tye.

All agreed.**21/22.047 Delegation of authority on planning matters to the Clerk.**

Members discussed and decided they wished to delegate authority on planning matters to the Clerk, in discussion with the Parish council, for planning applications where the deadline for comments falls between 2 meeting dates and no extension can be agreed with Brentwood borough council.

All agreed.**21/22.048 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.

Planning App. No.	Address	Planning Details
21/01571/ LBC	Thorndon Hall Thorndon Park Ingrave Essex	Instalation of a man safe system to the main roof at the main building block and the east and west pavilions - main building covers 1-38 and east pavilion 43-58 & west pavilion 61-73 thorndon hall. No objection
21/01570/ LBC	Thorndon Hall Thorndon Park Ingrave Essex	application for consent for all apartments and houses, windows panes to be changed from single glazed to double glazed. Works will be phase by phase basis No objection
21/01425/ LBC	Thorndon Hall Thorndon Park Ingrave Essex	Proposing to extend the width of the existing slabs to form a clear path for wheelchair access.No objections
21/01497/ ADV	South Essex Golf And Country Club Brentwood Road Herongate Brentwood Essex CM13 3LW	Non illuminated walled entry feature at entrance. Deadline for comments had passed.
21/01542/ HHA	Dawn Ranch Blind Lane Herongate Brentwood Essex	Demolition of existing conservatory and construction of a single storey rear extension and new front porch to include a pitched roof. Alterations to fenestration. No objections

	CM12 9SN	
21/01487/ HHA	66A Brentwood Road Ingrave Brentwood Essex CM13 3RD	First floor side extension and construction of new porch to include pitched roof. No objections
21/01352/ FUL	129 Billericay Road, Herongate, Brentwood, Essex CM13 3SD	Garden refurbishment works to include construction of fences, garden bar, open sided shelter, customer toilet block, installation of septic tank and extension of car park (Retrospective). No objections

21/22.049 Reports from Councillors

Cllr, Kingsford – Speedwatch all equipment now returned – no volunteers.

Next newsletter is November

8 bags of bulbs purchased – 4 to flower committee, 3 around cricket green, 1 around pond and rest in herongate/herongate tye.

Fly tip in middle road, on private land has been cleared.

Cllr. Baldock- Railings at pond by boars head?

Footpath at bottom of waterworks. Dog bitten by a dog 9 stitches 2nd incident. Reported to police.

21/22.050 Items from Councillors to be added to the next Agenda.

Planting of bulbs.

21/22.051 The date for the next Ordinary Parish Council meeting will be Tuesday 26th October at St Nicholas Church Hall at 7.30pm.

Meeting closed 21.15.pm