



# Ingatestone and Fryerning Parish Council

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## CHURCHYARDS AND ENVIRONMENTS COMMITTEE

**MINUTES OF MEETING HELD:** 12<sup>th</sup> October 2015, 7.30pm  
**VENUE:** Parish Offices, 118 High Street,  
Ingatestone

**Present:** Cllrs P Jeater L Boyce R Lee P Smart  
A Howe (Clerk  
and RFO)

**Absent:** P Poston G Smith J Fowkes

**110/15 Apologies for Absence**

Received from Cllr Fowkes (illness) and Cllr Poston (work)

**111/15 Announcements and Declarations of Interest**

None received

**112/15 Approval of minutes of the last meeting held on 8<sup>th</sup> September 2015**

Approved with no amendments

**113/15 Matters arising for report (not for resolution)**

- The Clerk was asked about the removal of the willow tree near the Skate Park and she advised that it was rotting and for safety had to be removed.
- The Clerk was asked about the dog bin near Ingatestone Hall and she advised that it was being replaced by Brentwood Borough Council at this time.
- The Clerk reported that the bench at the entrance of Wadham Close is due for replacement by Brentwood Borough Council this week, following its damage by a grass cutter.
- Cllr Jeater reported that he and Cllr Boyce will be attending the Essex Playing Fields Association AGM to collect the award given for Fairfield (Thursday 13<sup>th</sup> October)
- The Clerk advised that the new noticeboard for Fryerning had been delivered and is waiting installation.

**114/15 Public participation session**

No parishioners wanted to speak

**115/15 High Street Christmas Trees**

The Clerk reported that there will be an extraordinary Full Council meeting on Monday 19<sup>th</sup> October at 7pm to discuss the Christmas Tree lights

**116/15 Seymour Field, Pavilion and BMX track**

After a discussion it was agreed that Cllrs Jeater and Boyce will inspect the Pavilion and BMX track on Thursday 15<sup>th</sup> October and report back to the next meeting. The Risk Assessment review was put on hold until after this visit.

**117/15 Fryerning Cemetery**

- It was agreed that the budget for the work on the pavements at Fryerning Cemetery should be included in next year's budget rather than taking this matter to P&R prior to year-end.  
The Clerk was asked to contact the two potential contractors to get examples of their work for approval and inspection
- After a discussion, the Clerk was asked to contact Tony Willson of Brentwood Borough Council to obtain visuals of the proposed replacement bin for Fryerning and a formal resolution will be included in next month's agenda for the installation and weekly emptying schedule.

**118/15 Fairfield and Ingatestone Cemetery**

- **Older children's play area**  
Cllr Jeater reported that the work had been finished at the end of last week and the play equipment was already being used regularly. Cllr Boyce asked if a sign regarding adult supervision be placed in the area and Cllr Jeater agreed to inspect the Shenfield play area for an example of wording.
- **Condition of swings in the younger children's play area**  
The Clerk reported that the replacement of the swings is progressing and will chase the installers for a date.
- **To approve the appointment of Ingatestone Tree Surgery to undertake works at Fairfield and Fryerning Cemetery at a cost of £2015 + VAT**  
Proposed: Cllr Jeater  
Seconded: Cllr Lee  
All agreed
- **Hedge reduction update**  
After a discussion, the Clerk was asked to arrange a meeting with Greenscapes regarding the hedge backing onto the bungalows in Fairfield.
- **To approve the resurfacing of the pathway to the south of St Edmunds and St Mary's church by Napp Surfacing at a cost of £450 + VAT**  
Proposed: Cllr Jeater  
Seconded: Cllr Boyce  
All agreed

**119/15 Trees within the Parish**

It was agreed that as Cllr Poston was not present, this would be carried over to the next meeting

**120/15 Footpaths and other Rights of Way**

The Clerk was asked to report the following areas for scheduling by the NATS team

- Hedge opposite the Junior School
- Stock Lane allotment outside hedge bordering Stock Lane
- Fryerning Lane raised footpath

**121/15 Environmental matters**

Cllr Jeater reported that a litter pick had been undertaken by parishioners around the Railway Station and suggested that the Parish Council look into organising something at the start of next year. The Clerk was asked to contact Brentwood Borough Council for help and guidance.

**122/15 Correspondence received at the office**

- None received

**123/15 Items for inclusion in the next Agenda (not requiring resolution or action)**

- The Clerk asked that the Pond Renovation work be added to the next agenda.

**124/15 Close of meeting**

The Chairman thanked the Cllrs for attending and closed the meeting at 8.50pm.

**Date of Next Meeting**

**Monday 9<sup>th</sup> November at 7.30pm Venue: 118 High Street. Ingatestone**