



# Ingatestone and Fryerning Parish Council

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## PARISH COUNCIL MEETING

**MINUTES OF MEETING HELD:** 2<sup>nd</sup> February 2017  
**VENUE:** Ingatestone Library, High Street,  
Ingatestone

<b>Present:</b>	<b>Cllrs</b>	P Jeater (Chair)	P Davey	D Abrey	P Poston
		D Frost	R Lee	J Fowkes	L Day
		L Boyce	K Sutton	T Blunsten	D Jelley
<b>Absent</b>	<b>Cllrs</b>	M Bryant	P Lackford	J Winter	
<b>Also present:</b>		R Spouge (Assistant Clerk)	14 Parishioners	Cllrs, Naylor, Clope and Bridge	

Cllr Jeater welcomed new Councillor Dawn Jelley

**FC17/021 Apologies for Absence**

Apologies were received and accepted from Cllrs Lackford (family), Bryant (ill health), Winter (holiday) and Cllr Hones (holiday)

**FC17/022 Announcements and Declarations of Interest**

Cllr Davey declared an interest in FC17/032 as Chairman of the Local Council Award Scheme

**Cllr Sutton arrived at 7.32 pm and Cllr Fowkes at 7.34 pm**

**FC17/023 Public Participation session**

The member of the public who had shown interest in the Neighbourhood Plan at the last Full Council meeting had attended the January Policy & Resources Meeting as suggested. He confirmed his willingness to assist in this project.

**At this point it was proposed by Cllr Jeater and agreed by all to bring agenda item FC17/033 Planning forward for the benefit of the parishioners attending the meeting**

**FC17/033**

Cllr Jeater asked Cllr Davey to read out the Parish Council's formal response to planning application 16/01809/OUT- Land rear of Parklands, Rookwood, Magdalen, Longmeads, The Leylands and 1-6 Woodfield Cottages South East of High Street, Ingatestone – Outline application for Residential development comprising of 140 dwellings, community facilities comprising of Class 1A shops and/or Class D1 non-residential institutions with associated garages parking spaces and private amenity areas, public open space, children play equipment, estate roads, footpath landscaping etc. (Appearance, landscaping layout and scale reserved matters) and for parishioners to keep their comments to matters that had not been covered in the proposed response.

Several members of the public raised concern over the use of the Green Belt and the price of the affordable housing on the proposed development

**Proposed by Cllr Abrey** that the Council **OBJECT** to this Planning application on the grounds as set out in Appendix 1 and as read out by Cllr Davey

**Seconded Cllr Sutton****11 voted in favour with 1 abstention****Members of the Public left and 4 remained****FC17/024 Approval of minutes of the Full Council meeting held on 5<sup>th</sup> January 2017**

The minutes were approved and duly signed by Cllr Jeater

**FC17/025 Matters arising for report (not for resolution)**

The Clerk had looked into the legality of smoking in the Market Place bus shelter. Smoking in the shelter was illegal as it was enclosed on 3 sides. It was agreed to put up a "No Smoking" sign in the shelter however it would be difficult to police this. Cllr Naylor wanted to thank the ladies from the Parish Churches for cleaning the bus shelter every week.

**FC17/026 Borough / County Councillors Reports**

- Cllr Bridge advised that Essex County Council were looking at the Blackmore Road sign. A Planning Training session had been held at the Borough Council. Cllr Abrey asked if he could have a copy of the handouts.
- Cllr Cloke reported that Planning at the Borough Council was being reviewed. He advised that the Parish Council should send in a referral to the Borough Council on the outline application for 140 houses. The new rota for rubbish collections was on the Borough Council's website. He was attending to the mud being deposited in Bell Mead from the development there.
- Cllr Naylor reported that the alley between The Avenue and The Furlongs had been cleaned. The high path at Fryerning was being attended to. The road closure at Margaretting for works to the road. Weekend rail replacement buses would be running until the summer whilst works were being carried out on the railway. The A & E Department at Broomfield would not be closing but may become a triage service.

**FC17/027 Seymour Field and Pavilion**

Cllr Davey asked for the e-mail audit trail to be minuted.

08/12/16 email from Parish Council on Proposed Heads of Terms,

29/12/16 email from Parish Council to Chief Executive and R Clinker,

17/01/17 email response from R Clinker,

17/01/17 email from Clerk in response to para 2

25/01/17 Premises Sub-Committee met – impasse – Ward Councillor intervention.

26/01/17 Cllr Cloke to meet with Cllrs L McKinlay and R Hirst and await reply to wait for the Borough Council,

25/01/17 R Clinker email re Fun Day 11/08/17 – nothing to do with Heads of Terms – to be agreed when lease in place,

02/02/17 email to Cllr L McKinlay at request of Cllr Cloke attaching e-mail trail for meeting next week, e-mail from R Clinker following 'internal' meeting dated 02/02/17 – terms not acceptable, Parish Council will not be responding until written feedback from meeting with Cllr McKinlay

The support of Ward Councillors was appreciated.

**Cllr Poston left at 8.32 pm to attend another meeting****FC17/028 FOI policy and publications**

These were reviewed and approved with no amendments.

**FC17/029 To review and approve Risk Assessments**

Fairfield, Fryerning Cemetery, Parish Office, Planning Committee, Business Continuity and Financial Risk Assessments were approved with no amendments.

**FC17/030 Recording of meetings in addition to minute taking**

Cllr Jeater advised that this matter had been raised at Policy & Resources.

After discussing the logistics, cost, storage and lack of demand by the public

for meetings to be recorded it was **Proposed by Cllr Day** that no changes should be made to the existing system, **seconded by Cllr Fowkes** with **11 in favour and 1 abstention**

**FC17/031 Printer / Photocopier lease**

The decision on this was deferred pending investigation after the offer of a photocopier free of charge to the Parish Council was made.

**FC17/032 Local Council Awards**

Cllr Jeater introduced this item. Agreement was required from Members to pay the fee of £130 + VAT to register the Parish Council for the Foundation Level Local Council Award. **Proposed by Cllr Jeater, seconded by Cllr Lee** with **11 in favour and 1 abstention**

**FC17/033 Committee Reports**

**Planning**

- Cllr Abrey had nothing further to add

**Churchyards and Environments**

- Cllr Blunsten presented the minutes and advised that a further £5,000 had been approved in the budget for work on the flints next year. The benches for the pond had also been approved thanks to a grant from the Essex Heritage Trust. Marginal plants for the pond were being investigated. The Lease for the Stock Lane allotments had been signed

**Policy and Resources**

- Cllr Jeater presented the minutes with no further comments.

**IT Committee**

- Cllr Davey advised nothing to report

**Personnel Committee**

- In the absence of Cllr Winter, Cllr Jeater reported that he together with Cllrs Boyce and Winter had received training. The next meeting is in March

**FC17/034 Review of membership of the P & R Committee**

Cllr Jeater advised that a decision was required at the May meeting to keep the Committee to 8 members whilst including the Chairmen of all the committees as per Standing Orders. Cllr Day intimated that he was considering joining the Churchyards & Environment Committee

**FC17/035 Other meetings attended by Councillors**

Cllr Davey reported he had attended a meeting at Rayleigh Town Council to present a Local Council Quality Award. He had also attended a personnel training course. Cllr Mick Page was standing down from Essex County Council.

Cllr Frost reported on recent correspondence with ECC regarding the First Buses App and the request for people to train others to use it.

**FC17/036 Devolution of Powers**

Cllr Davey had nothing to report other than Essex County Council still needed a Mayor

**FC17/037 Correspondence**

None had been received

**FC17/038 Parish Council financial accounts**

The accounts were presented and accepted

**FC17/039 Items for inclusion in the next agenda**

None were requested

**FC17/040 Close of meeting**

The Chairman closed the meeting at 9.29pm

**Date of Next Full Council Meeting:** Thursday 2<sup>nd</sup> March at 7.30pm Venue: Ingatestone Library, High Street, Ingatestone

## Appendix

### FC17/033

#### Planning application 16/01809/OUT

The Parish Council has given detailed consideration of this application to construct 140 properties on Green Belt land in our parish. The Council very strongly OBJECTS to this proposal for a number of reasons as follows: -

1) This proposal represents inappropriate development in the Metropolitan Green Belt and Special Landscape Area and by definition will be harmful. The proposal will materially detract from its openness and represents an encroachment of development into the countryside. As a result, it will conflict with policies GB1 and GB2 of the BBC Replacement Local Plan (2005), those contained in the National Planning Framework (2012) as well as Green Belt Policy within the emerging Draft Local Plan all of which set out protect the Green Belt from inappropriate development of this sort. The Parish Council do not believe that "very special circumstances" have been demonstrated to justify the damage the development will cause. Recently the Borough have rejected an application (16/01040/FUL) for the construction of a camping and caravan site on agricultural land very close to the application site for the very same reasons as stated above. The Parish Council believe these reasons are even more pertinent in this case since significantly more agricultural land will be lost in accommodating 140 properties.

2) Policy GB2 of the Local Plan makes it clear that any new development needs to preserve and enhance the local landscape. The construction of 140 properties will seriously compromise the Special Landscape area and reduce the attractive open views across open farmland to the Wid valley and beyond from the Northern end of the village. The proposal does not satisfy the requirements of section GB22 which states that developments should not result in the loss of the best and most versatile agricultural land. The land in question is of good quality and is currently successfully used for arable farming.

3) The Village Design Statement, produced by the people of Ingatestone and not by the Parish Council as suggested in the applicants Planning Statement, makes it clear that the people of the village do not support the release of Green Belt land adjacent to the village and that they believe that the existing village envelope should be maintained. The development proposed is therefore at odds with the views of local residents. Indeed, a parish wide survey carried out by the Parish Council in November 2016 showed that 80% of respondents considered that the preservation of the Green Belt surrounding the village was important and this reinforces the earlier VDS conclusions.

4) This Proposal is a perfect example of "blurring" of village boundaries. Any village needs green open spaces to define its beginning and end. Developing this site will be an example of how to destroy Ingatestone's village character and its rural approach from the South. It would decrease the separation between the village and Margaretting and increase urban sprawl.

5) The proposed new access road from the B1002 into the development site would result in a traffic hazard. The sight line looking North is poor. Traffic travels fast at this point and there is a potential for accidents occurring at what would become a very busy junction. Additional traffic movements generated by this development would result in further significant highway congestion within the High Street particularly during peak periods.

6) In January 2015 BBC carried out a Strategic Growth Options Consultation exercise and a list of suggested sites was attached as Appendix 1. This list included the application site but it was made clear that these sites were suggested to the Borough Council for consideration and not what the Council was proposing at that stage. The Parish Council responded to this consultation and after due consideration of these proposed sites the Borough produced a list of their proposed housing sites in January 2016. Significantly the application site was not included in this list. The Parish Council believe that was, and still is the right decision.

One of the reasons for the Parish Council's objection was the potential increased pressure on local infrastructure. The 2015 Borough Strategic Growth Options Consultation Executive Summary makes reference to quality of life and community infrastructure. The statement makes it clear that education, healthcare, transport, community facilities such as parking and green infrastructure need to be considered. These things will be impacted by a development of this magnitude in an area which in many instances is already at breaking point.

The Parish Council believe this proposed development will have a significant detrimental impact on the Green Belt, visual amenity, environmental quality, and highways and would not be welcomed by the majority of our residents. For the above reasons we request that the application be REFUSED.

### FC17/038 Financials

Date:		25/01/2017							
Date From :		01/12/2016		Bank Name:		Current Account - 80516252			
Date To :		25/01/2017							
No	Type	Date	N/C	Ref	Details	Gross B	Bank Rec. Date		
3907	BP	06/12/2016	7100	161116	Fairfield Rent Nov 2016 - Nov 2017	-25.00 R	31/12/2016		
3921	BP	06/12/2016	2220	109299	Dec 16 net wages	-2281.59 R	31/12/2016		
3922	BP	06/12/2016	2210	109299	Dec 16 PAYE	-294.40 R	31/12/2016		
3923	BP	06/12/2016	2210	109299	Dec 16 Employees NIC	-94.68 R	31/12/2016		
3924	BP	06/12/2016	2210	109299	Dec 16 Employers NIC	-149.20 R	31/12/2016		
3925	BP	06/12/2016	2230	109299	Dec 16 Pension admin	-6.78 R	31/12/2016		
3926	BP	06/12/2016	2220	109299	Dec 16 A Wood pension	-84.74 R	31/12/2016		
3927	BP	06/12/2016	2230	109299	Dec 16 Employers pension contribution	-243.98 R	31/12/2016		
3939	BR	06/12/2016	4900	088	2 x tea towels and 2 walk books	12.00 R	31/12/2016		
3940	BR	06/12/2016	4002	089	Interment fee - Fletcher E466	116.60 R	31/12/2016		
3966	BP	13/12/2016	7100	109310	Allotment rent Nov 2014 - Nov 2017	-405.00 R	31/12/2016		
3970	BP	13/12/2016	7100	109306	Chairman's reception - Parish Room hire 101216	-38.25 N			
3978	BP	15/12/2016	8205	109311	Chairman's reception - refreshments	-25.50 R	31/12/2016		
3979	BP	06/12/2016	8201	109300	Information Commisioner renewal	-35.00 N			
4006	BP	10/01/2017	2220	109320	Jan 17 net wages	-2281.59 N			
4007	BP	10/01/2017	2210	109320	Jan 17 PAYE	-294.40 N			
4008	BP	10/01/2017	2210	109320	Jan 17 Ee NIC	-94.68 N			
4009	BP	10/01/2017	2210	109320	Jan 17 Ers NIC	-149.20 N			
4010	BP	10/01/2017	2230	109320	Jan 17 pension admin	-6.78 N			
4011	BP	10/01/2017	2220	109320	Jan 17 A Wood pension	-84.74 N			
4012	BP	10/01/2017	2230	109320	Jan 17 Ers pension contrib	-243.98 N			
4015	BP	04/01/2017	7501	109317	Post office - stamps	-55.00 N			
4017	BR	08/12/2016	4900	090	Tea towels	3.50 R	31/12/2016		
4018	BR	08/12/2016	4900	091	Tea towel and shipping bag	8.00 R	31/12/2016		
4019	BR	08/12/2016	4002	092	Exclusive rights and interment Ritchie K63	1265.00 R	31/12/2016		
4020	BR	08/12/2016	4002	094	Memorial fee - Stott	220.00 R	31/12/2016		
4021	BR	13/12/2016	4002	095	Exclusive rights and interment Gaffney	7700.00 R	31/12/2016		
4022	BR	13/12/2016	4900	096	Garden waste bags	26.00 R	31/12/2016		
4023	BR	22/12/2016	4006	097	Allotment rent 1/1/16 - 31/12/17	270.00 N			
4024	BR	11/01/2017	4002	098	Additional inscription Ryan	71.50 N			
4025	BR	11/01/2017	4002	099	Interment fee - Ward	116.60 N			
4029	BR	29/12/2016	7085	393	CIF award for office move	7132.00 R	31/12/2016		
<b>Reconciled Bank account balances as at 31st December 2016</b>									
<b>Current account</b>						<b>124,720.66</b>			
<b>Premium account</b>						<b>closed and transferred to Current Account</b>			
<b>Nationwide Building Society</b>						<b>75,000.00</b>			
<b>Yorkshire Building Society</b>						<b>75,000.00</b>			
<b>Youth Council account</b>						<b>1,840.53</b>			
<b>Petty cash account</b>						<b>218.85</b>			

<b>Date:</b>	25/01/2017							
			<b>Day Books: Supplier Payments (Summary)</b>					
<b>Date From:</b>	01/12/2016							
<b>Date To:</b>	25/01/2017							
<b>Bank</b>	1200		<b>Currency</b>	Pound Sterling				
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Supplier</b>	<b>Ref</b>	<b>Details</b>	<b>Gross</b>	<b>B</b>	<b>Bank Rec Date</b>
3960	PP	06/12/2016	GREENSCA	109298	December grounds maintenance contract	3091.40	R	31/12/2016
3964	PP	08/12/2016	HEATHERL	109305	Fryerning cemetery skip	131.00	R	31/12/2016
3965	PP	13/12/2016	IXCG	109309	Telephone calls and January line rental	40.00	R	31/12/2016
3967	PP	08/12/2016	JMPAYROL	109303	Payroll service - November	30.00	R	31/12/2016
3968	PP	08/12/2016	BRITISHG	109304	Telephone box electricity	28.79	R	31/12/2016
3969	PP	13/12/2016	ANGLIANW	109307	Final balancing payment for 118 High Street	7.05	R	31/12/2016
3971	PP	08/12/2016	CSH	109301	November bin empty (Lychgate)	90.00	R	31/12/2016
3972	PP	08/12/2016	SPECTRUM	109302	High Street Christmas Tree - electrical work	888.00	R	31/12/2016
3974	PP	13/12/2016	PRIORITY	109308	Victorian evening donation	1000.00	N	
3975	PP	21/12/2016	EALC	109312	T Blunsten - Chairman's training day	85.00	N	
3998	PP	05/01/2017	CSH	109318	December bin empty (Lychgate)	54.00	N	
4013	PP	04/01/2017	JMPAYROL	109315	Payroll service - December	30.00	N	
4014	PP	03/01/2017	BETWEENT	109313	Lychgate repair work	13320.29	N	
4026	PA	22/12/2016	SCOTTISH	dd	Lychgate electricity	19.00	R	31/12/2016
4028	PP	30/12/2016	UTILITIE	dd	December telephone and internet lines	51.60	R	31/12/2016
4040	PP	04/01/2017	IXCG	109314	Monthly software subscription and monitoring (Jan)	136.80	N	
4044	PP	04/01/2017	GREENSCA	109316	January grounds maintenance contract	3091.40	N	