



ANNUAL GENERAL MEETING

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Chairman: Cllr Linda Boyce

Clerk: Penny Fordham

MINUTES OF MEETING HELD: 1 May 2014 at 7.30pm
VENUE: Seymour Pavilion, New Road, Ingatestone

Present: Cllrs D Abrey L Boyce (Chair) J Cloke P Davey
 D Frost H Hicks P Jeater P Poston
 J Tench G Wire

Absent: Cllrs L Day R Lee T Williams D Whittaker

Also Present: P Fordham (Clerk to the Council), County Councillor Ann Naylor, Borough Councillor Noelle Hones, Borough Councillor Tony Sleep, 1 member of the public

- | Item No. | Item |
|----------|---|
| 063/14 | <p>Election of Chairman
 Cllr Cloke proposed Cllr Boyce retain the seat of Chair of the Parish Council, Cllr Davey seconded. No further proposals were made. A vote was taken with unanimous agreement.</p> |
| 064/14 | <p>Chairman to Sign Declaration of Acceptance of Office as Chairman
 Cllr Boyce signed the Declaration of Acceptance and the Clerk counter-signed.</p> |
| 065/14 | <p>Appointment of Vice-Chairman
 Cllr Frost proposed Cllr Abrey retain the seat of Vice-Chair of the Parish Council, Cllr Wire seconded. No further proposals were made. A vote was taken with unanimous agreement.</p> |
| 066/14 | <p>Apologies for Absence
 Apologies were received and accepted from Cllr Day, Cllr Lee, Cllr Williams and Cllr Whittaker. Borough Cllr Sleep provided apologies for Borough Cllr Sparling.</p> |
| 067/14 | <p>Announcements and Declarations of Interest
 Cllr Cloke and Cllr Jeater declared a non-pecuniary interest in any discussions relating to the Ingatestone and Fryerning Cricket Club.</p> |
| 068/14 | <p>Clerk's Report
 "I have been working on various items within the Parish including, but not exclusively, as below:
 Replacement bins for Fairfield (now installed)
 Phase 3 of the new play equipment (now installed)
 Best Kept Village, Best Kept Playing Field, Best Kept Churchyard competitions (now submitted)
 Cycle racks for the High Street
 Highways issues
 Cricket Club agreement
 Boot Camp agreement
 Terms of Reference, Code of Conduct etc.
 Change of utility supplier for Parish office, Seymour Pavilion and the Lychgate
 Various repair works"</p> <p>Cllr Abrey thanked the Clerk and the Churchyards and Environment committee for all their hard work in enabling the completion of all three phases of the younger children's play area rejuvenation, as several compliments have been received on the changes.</p> |

069/14 Correspondence

None.

070/14 Minutes of the Meeting held on 3 April 2014

Agreed.

071/14 Accounts for March 2014

The Clerk presented comprehensive accounts including income and expenditure for March 2014, plus budget tracker, summary and year end figures. These were agreed. The Clerk is to retain the role of Responsible Financial Officer for the 2014-15 year.

072/14 Matters Arising For Report

None.

073/14 Committee Structures: Composition and First Meeting Dates

Cllr Abrey asked for a show of hands to indicate which committees Councillors wished to be on. The Clerk confirmed that members absent from the meeting had confirmed their choices by email.

<i>Shaded boxes denote membership</i>	Churchyards & Environment	Events	IT	Planning	Policy & Resources	Youth Council (Mentor)	AES Liaison
Cllr Abrey							
Cllr Boyce							
Cllr Bryant							
Cllr Cloke							
Cllr Davey							
Cllr Day							
Cllr Frost							
Cllr Hicks							
Cllr Jeater							
Cllr Lee							
Cllr Poston							
Cllr Tench							
Cllr Williams							
Cllr Whittaker							
Cllr Wire							
Co-opted Members	P Smart			K Sutton			
	G Smith						

074/14 Public Participation

A resident expressed concern over recent burglaries in the village and felt that CCTV should be provided to cover residential roads. Cllr Boyce informed the resident that the Parish Council are equally concerned about any crime within the area but does CCTV monitoring of roads would be the responsibility of the Borough or County Council. It was suggested a Neighbourhood Watch could be formed and that personal CCTV be considered for homes where possible. Cllr Boyce also informed the resident that representation has been made to County Cllr Naylor regarding the night lighting initiative within the Parish as it is felt the lights should remain on in to the early hours of the morning in order to allow commuters on the last train to make their way home safely.

**075/14 Borough/County Councillor Reports
Borough Councillor Tony Sleep**

The investigation into the sewage water and surface water running down Trueloves Lane is ongoing.

The Garden Centre developers have purchased the property adjacent to the site. The Parish Council expressed concern over the development as Ingatestone's infrastructure would not be able to support the growth. Cllr Sleep agreed and stated that as the development falls within the boundaries of Mountnessing, they would be required to implement required services within their boundary.

076/14 Committee Reports (to receive reports from the following committees:)**Planning**

Minutes were provided, no queries were raised.

Re planning applications 14/00265/FUL, 14/00266/FUL, 14/00267/FUL, 14/00268/FUL and 14/00269/FUL (construction of x3 cow barns, x1 hay barn and x1 hardstanding) Cllr Abrey proposed the following response, which was agreed unanimously:

“The Parish Council has No Objection to the five applications named above in principle, but would like to see consideration given to moving the four barn complex and hard standing further away from the road and nearby residents to lessen the impact on the area. Conditions should be imposed to have screening planted to minimise the impact of the development and provisions should be made for proper disposal of effluent.”

Churchyards and Environment

Minutes were provided, and agreed with amendments as below:

057/14: “...to remove the remaining Laurel bush *in the Victorian area.*”

061/14: “...funding for improvements to the ~~skate park~~ *older children’s play area* and provide...”

066/14: “

Policy and Resources

Minutes were provided, no queries were raised.

Youth Council

Minutes were provided, no queries were raised.

Cllr Poston reported that the Youth Council are currently looking in to holding a ‘mini festival’ on Seymour Field. Also, the display created for Climate Week and shown in the library is to be passed on to the Junior School and then offered to the Infant School.

IT

Printer issues are ongoing. Cllr Cloke is looking into the email and web domain.

Events

No update.

8.15pm – Councillor Sleep left the meeting

077/14 Other Meetings attended by Councillors**EALC**

A report was provided by Cllr Davey and no queries were raised, however Cllr Davey drew attendees attention to the potential future funding of PCSO’s by Parish Council’s.

Highways

A verbal report was provided by Cllr Cloke, no queries were raised. Cllr Cloke mentioned that £249,000 of funding was allocated by Highways for the Brentwood area, but a large portion of this has already been accounted for by required projects.

Funding Course at EALC

A report was provided by Cllr Frost on behalf of himself and fellow attendee Cllr Lee, no queries were raised.

078/14 Any Other Business (not for resolution or action)

Cllr Cloke reported that residents of The Warehouse had raised concern over the parking of those waiting for the Felsted school bus, which prevent residents from leaving their property.

Cllr Hicks provided details of a fayre that is held in Writtle each year and are interested in coming to Seymour Field. Cllr Boyce recommended they speak with Brentwood Borough Council as they now manage the field.

Cllr Boyce reported that following attendance of S Bains from the Anglo European School, a response had been sent requesting that evidence of support for the scheme from local traders, after which the Parish Council will reassess the idea.

079/14 Date of Next Meeting

Thursday 5 June 2014 at 7.30pm Venue: Seymour Pavilion, New Road, Ingatestone

The meeting closed at 9.00pm