



118 High Street, Ingatestone, Essex CM4 0BA  
 Tel: 01277 353315  
 e-mail: [office@ingatestone-fryerningpc.gov.uk](mailto:office@ingatestone-fryerningpc.gov.uk)

Chairman: Cllr Linda Boyce

Clerk: Penny Fordham

**MINUTES OF MEETING HELD: 3 July 2014 at 7.30pm**  
**VENUE: Seymour Pavilion, New Road, Ingatestone**

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

**Absent: Cllrs** M Bryant T Williams D Whittaker

**Also Present:** Borough Councillor Noelle Hones, County Councillor Ann Naylor, Penny Fordham (Clerk to the Council), 5 members of the public

- | Item No. | Item  |
|----------|---|
| 101/14   | <b>Apologies for Absence</b><br>Apologies were received and accepted from Cllr Bryant, Cllr Williams and Cllr Whittaker.  |
| 102/14   | <b>Announcements and Declarations of Interest</b><br>None.  |
| 103/14   | <b>Public Participation</b><br>None.  |
| 104/14   | <b>Clerk's Report</b><br>"I have been working on various items within the Parish including, but not exclusively, as below: <ul style="list-style-type: none"> <li>• Renewal of Parish Council Insurance</li> <li>• Youth Council Concert</li> <li>• Printer and IT issues</li> <li>• Christmas Tree Bracket Testing</li> <li>• Parish Newsletter</li> <li>• Internal and External Audit</li> <li>• Co-ordinating various maintenance works around the Parish</li> <li>• The Crown Public House proposed redevelopment</li> <li>• Highways issues</li> <li>• ROSPA Inspection Report results</li> <li>• Horticultural Show"</li> </ul>   |
| 105/14   | <b>Correspondence</b><br>None.  |
| 106/14   | <b>Minutes of the Meeting held on 5 June 2014</b><br>The minutes of the meeting were received and amendments made as follows:<br>089/14: "Cllr Frost <i>was tasked is</i> to meet with the Clerk..."<br>090/14: "EALC <i>Executive Meeting (May) – Cllr Davey attended and provided a report. No queries were raised</i> "<br>093/14: "for adoption, <i>along with a report from Cllr Davey on the matter. Cllr Frost and Cllr Abrey voiced their support of the document and the nature of the procedures which ensure tight financial control, but suggested that this document should be a 'living document' and be amended in the future if felt necessary. Cllr Day proposed acceptance, Cllr Abrey seconded. A vote was taken with æ two abstentions...</i> " |

- 107/14 Accounts for May 2014**  
The accounts were received and agreed.
- 108/14 Matters Arising For Report**  
None.
- 109/14 Borough/County Councillor Reports**
- County Councillor Ann Naylor**  
Overgrown verges have now been cut by Highways in both Ingatestone and Fryerning to enable clear sight-lines.  
Conversations regarding the relaying of Mapletree Lane are ongoing.  
The ditch, kerb and bollard installed outside a property in Fryerning continue to be investigated but there is confusion over the ownership of the verge in question. Cllr Davey suggested the property deeds be raised in order to determine responsibility.  
Beggars Hill has been resurfaced and potholes filled.  
Cllr Naylor feels it would be of benefit for Fryerning to be afforded 'Quiet Lane' signage to prevent speeding and to encourage respect to be afforded to the area. The speed of vehicles along the High Street was highlighted and the Clerk confirmed that Essex Police will be carrying out a speed survey in the near future.
- Borough Councillor Noelle Hones**  
Has met with Tony Pierce, Head of Brentwood Borough Council's Planning department, and feels it is important that the Local Draft Plan is put in place as soon as possible.  
The planning application for 40 High Street was objected to by Brentwood Borough Council's Planning department as there were inconsistencies in the paperwork, it was considered to be out of place, would involve loss of an important tree, and was objected to by Essex Heritage. Cllr Abrey expressed disappointment that the Parish Council were not given ample time to discuss.  
Rodney Bass has expressed an opinion that the A12 should become an M-Road. Cllr Hones provided a map to the meeting showing the extent of the village that would be cut away if this were to happen. Cllr Naylor states she believes there are better options to be considered to improve the road and reduce accidents, such as chevrons or more patrols.  
Cllr Davey suggested average-speed cameras be installed as they have been shown as successful on the A127. Cllr Boyce stated concern that with the creation of the M12, traffic levels would increase and, if there was an accident, this increased number of cars would be directed through the village.
- Borough Councillor Jon Cloke**  
Following comments made by Cllr Quirk on social media and in the local newspaper, Cllr Cloke proposed a counter press release from himself stating that the future of the development on the land at Bell Mead had not been agreed as yet. Cllr Davey proposed that with a few minor modifications the letter be sent to the Brentwood Gazette and added to the Parish notice boards. Cllr Tench seconded this. A vote was taken with unanimous agreement.
- 110/14 Committee Reports (to receive reports from the following committees:)**
- Planning**  
Minutes were provided, no queries were raised.  
14/004936/FUL: Land Rear of 40 High Street, Ingatestone: construction of x1 two bedroom dwelling  
Cllr Abrey expressed disappointment that the Parish Council were not given an opportunity to present their thoughts to Brentwood Borough Council but was pleased to see the application had been objected to. The Parish Council would have offered an objection.  
Cllr Abrey added that the Parish Council intends to continue to object to the planning application for Longholt Cottage.
- Churchyards and Environment**  
Minutes were provided, no queries were raised.  
The Clerk is to request an update on the installation of cycle racks in the High Street from Essex County Council.  
The Clerk is to request Brentwood Borough Council cut the grass on Seymour Field in time for the Horticultural Show and Y In The Park.  
Cllr Abrey stated that Fairfield is in excellent condition currently.
- Policy and Resources**  
Minutes were provided and no queries were raised.

**Youth Council**

The Clerk presented a proposal from the P&R committee to donate some funds towards Y In The Park following a request from the Youth Council. The budget was assessed and Cllr Boyce proposed a donation of £800, Cllr Hicks seconded. A vote was taken with unanimous agreement.

Cllr Poston reported that progress on the arrangement of the concert is going well and it promises to be a good day.

**IT**

Cllr Davey provided a verbal report to the meeting and stated that it is intended to have the matter resolved by the next Full Council meeting..

**Events**

No update.

111/14

**Other Meetings attended by Councillors****Meeting with the Developers of The Crown**

Following a meeting on site with the developers of The Crown and their architect, Cllr Abrey stated that the overall feeling of the Parish Council is that it is yet to be convinced that it is not a viable business. There is concern about the treatment of listed buildings and there is a concern this could lay a foundation for further development of such properties in the future. Cllr Davey stated that Essex Heritage and Brentwood Borough Council believe The Crown should be on the Buildings At Risk register to protect it. It was agreed to achieve more feedback from residents via the newsletter and to await any further plans.

112/14

**Personnel Committee**

Terms of Reference were presented to the meeting, proposed by the P&R committee. Cllr Boyce proposed acceptance, Cllr Cloke seconded. A vote was taken with unanimous agreement.

The Clerk requested volunteers to join the committee and reminded Councillors that you have to be a member of P&R in order to join. It was agreed the committee will consist of: Cllr Boyce, Cllr Abrey, Cllr Bryant, Cllr Jeater and Cllr Hicks (who is also joining P&R).

113/14

**Transparency Code**

Cllr Davey confirmed that this Code applies only to Councils will finances of less than £25,000, so does not apply to this Parish Council.

114/14

**Risk Assessments**

Copies of the Risk Assessment proposed by the P&R committee were presented. Cllr Poston proposed acceptance, Cllr Davey seconded. A vote was taken with unanimous agreement.

115/14

**Any Other Business (not for resolution or action)**

None.

116/14

**Date of Next Meeting**

Thursday 7 August 2014 at 7.30pm    Venue: Seymour Pavilion, New Road, Ingatestone

**The meeting closed at 9.05pm**