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Chairman: Cllr Linda Boyce

Clerk: Penny Fordham

MINUTES OF MEETING HELD: 6 March 2014 at 7.30pm
VENUE: Seymour Pavilion, New Road, Ingatestone

Present: Cllrs D Abrey L Boyce J Cloke P Davey
 L Day D Frost H Hicks P Jeater
 R Lee P Poston J Tench T Williams
 G Wire

Absent: Cllrs M Bryant D Whittaker

Also Present: P Fordham (Clerk to the Council), County Councillor Ann Naylor, Borough Councillor Noelle Hones, 2 members of the public.

- | Item No. | Item |
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| 036/14 | Apologies for Absence
Apologies were received and accepted from Cllr Bryant and Cllr Whittaker |
| 037/14 | Announcements and Declarations of Interest
None. |
| 038/14 | Public Participation
The former railway station waiting room has current interest in the lease.
The formal opening of Footpath 37 is to take place on 25 April 2014 at 12noon. A walk will be held along the path, finishing with a buffet at The Bell public house (£10 fee for the buffet). Thanks was expressed to the Parish Council for their support of the reopening. |
| 039/14 | Clerk's Report
"I have been working on various projects within the Parish including, but not exclusively, as below:
Replacement bins for Fairfield
Phase 3 of the new play equipment
Grounds Maintenance Contract 2014/15
Storm damage to trees in the Parish
Youth Council Climate Week project
Planter Sponsorship 2014/15
I have also been obtaining quotes for various works that are required in the coming months.
I will shortly begin work on our entries for the Best Kept Village, Best Kept Playing Field and Best Kept Churchyard competitions." |
| 040/14 | Correspondence
Invitation to AGM of Victoria County History of Essex trust on 5 April 2014 at 2pm. |
| 041/14 | Minutes of the Meeting held on 6 February 2014
The minutes were received and agreed. |
| 042/14 | Accounts for January 2014
The Clerk presented comprehensive accounts including income and expenditure for January 2014, plus budget tracker and summary. These were agreed. |
| 043/14 | Matters Arising For Report
None. |

044/14

Borough/County Councillor Reports

County Councillor Ann Naylor

Urged Parish Councillors and the Clerk to continue reporting potholes to Highways as these are being dealt with but in line with their considered importance and usage levels of the road they affect. Burglaries have decreased, police presence has increased and Neighbourhood Watch schemes are being put in place around the Parish.

Cllr Boyce enquired whether anything is to be done about the Pemberton Avenue roundabout which is in a very poor state of repair. A budget has not been allocated for this, but the police have spoken to individuals that were parking their vehicles on the roundabout and this has alleviated the problem a little.

Cllr Jeater stated that there is flooding occurring at the junction of Roman Road and Trueloves Lane with the water carrying silt which presents a hazard. It unknown where the source of the water is.

Borough Councillor Noelle Hones

Brentwood Borough Council have allocated additional funds to deal with damage caused by the recent storms.

Ingatestone and Fryerning Business Club will be hosting the Christmas event this year and thank the Parish Council for their offer to close the road. The event is to be Victorian themed and will be held on Friday 28 November.

045/14

Committee Reports (to receive reports from the following committees:)

Planning

Minutes were provided, no queries were raised.

Cllr Abrey stated that following an Objection to the creation of a property to the rear of Nutshell, Stock Lane, an appeal has been lodged. The Parish Council have written to the Officer explaining the reasons for Objection.

Churchyards and Environment

Minutes were provided, no queries were raised.

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 have created a Climate Week display which can be seen in the library.

IT

Printer issues are ongoing. Cllr Cloke is looking into the email and web domain. Consideration of the current BT broadband contract is being made.

Events

No update.

20:13 Cllr Naylor left the meeting

046/14

Other Meetings attended by Councillors

BBPCA

Cllr Davey presented a report to the meeting, no queries were raised.

The Parish Liaison meeting on 25 March 2014 has been cancelled and is to be replaced with an Extraordinary Meeting of the BBPCA to discuss the letter to be sent to Alison Crowe of Brentwood Borough Council and MP Eric Pickles.

Brentwood Planning

Cllr Cloke provided a document to the meeting, created by T Pierce, regarding Green Belt. Some concern was voiced about the potential impact this could have on Green Belt areas within the Parish. The Brentwood Borough Council Neighbourhood Action Team can repaint yellow road markings and clean signage, if required.

047/14

Grounds Maintenance Contract

To be discussed under Part 2.

048/14

Any Other Business (not for resolution or action)

Two postmen who service the Parish will be taking part in a humanitarian visit to Kosovo. The Clerk is to put up a poster on the community notice board.

049/14

Date of Next Meeting

Thursday 3 April 2014 at 7.30pm Venue: Seymour Pavilion, New Road, Ingatestone

Note: Annual Assembly: Wednesday 9 April 2014 at 7.30pm Venue: Seymour Pavilion

Part 2

Having regard to the confidential nature of the business to be transacted, the meeting is not now open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.

050/14 Grounds Maintenance Contract 2014/15

The Clerk presented details of the quotes received to the meeting:

Quote 1: For entire specification £(details provided)

Quote 2: For part of specification £(details provided)

A discussion was held. Cllr Wire proposed acceptance of Quote 1 be made with power to agree the Terms and Conditions given to the Policy & Resources committee. Cllr Boyce seconded. A vote was taken with unanimous agreement.

It was also agreed that the Churchyards & Environment committee be given the power to agree £5,200.00 of spending on essential works, as below:

Fryerning Cemetery Yews

Fryerning Cemetery Holly Bushes

Fryerning Cemetery SW boundary

Fryerning Cemetery W boundary

Fryerning Cemetery E boundary

Fryerning Cemetery Church/Cemetery boundary (cemetery side only)

Redecorate Seymour Pavilion

Widen Paved Entrance to Play Area

Repaint Play Area Table

Repair Damage Under Play Area Bench

Create Path to Skate Park

File Down Points and Repaint Ingatestone Church Railings

Level Out and Install Paved Flooring to Skate Park Shelter

Repaint BMX Track Fencing

Clean Parish Council Office

The meeting closed at 9.30am