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PARISH COUNCIL MEETING

MINUTES OF MEETING HELD: 2nd August 2018
VENUE: Ingatestone Library, High Street,
Ingatestone

Present:	Cllrs	P Jeater (Chair) E Benson P Poston	P Davey D Abrey L Day	T Blunsten J Winter	R Lee D Frost
Absent	Cllrs	K Sutton D Jelley	J Fowkes	L Boyce	N Jennings
Also present:		R Spouge (Assistant Clerk)	5 Parishioners	BCllr Hones BCllr Bridge	BCllr Cloke

FC18/113 Apologies for Absence

Apologies were received and noted from Cllrs Sutton and Jelley (holiday) and Cllr Boyce (health).

FC18/114 Announcements and declarations of interest

No declarations of interest were made.

FC18/115 Public Participation session

- A parishioner expressed concern about piling due to take place near his property. He was advised that a planning application or building regulations would be needed for such works.
- A parishioner suggested the Youth Council funds should go to the Boys Club (Item 18/128).

FC18/116 To approve the minutes of the meeting held on the 5th July 2018

The minutes were approved and duly signed by Cllr Jeater.

FC18/117 Matters arising for report

- Councillor Frost reported the death of Tony Scott who served as a parish councillor from 1991 to 2003. In expressing their regret the council agreed that Councillor Frost would represent the council at Tony Scott's funeral service to be held on the 8th August.
- Cllr Jeater reported on a meeting with the Railway Heritage Society and Greater Anglia regarding the former Signalman's cottage. Greater Anglia would clear the vegetation and then a professional external and internal survey would be undertaken.

FC18/118 To receive Borough / County Councillor reports

Cllr Cloke circulated his report.

- Of note were the draft plan for the top end of the village with better sight lines for turnings onto the High Street
- Two speed surveys to be carried out at the South end of the village.
- It will assist the need for parking at the south end of the village if the parish can prove the need for parking.

- Double yellow lines around the corner of the High Street and Stock Lane.
- Cllr Abrey asked what the procedure was if the Parish Council wanted to challenge a decision made by the Borough's Planning Committee. This would go to the Regulatory and Governance Committee of which he and Cllr Hones were members.

Cllr Hones expressed concern regarding the Pharmacy2you leaflet being delivered around the village and the effect this could have on the local pharmacy. Item to be included in next Newsletter

Cllr Bridge spoke about the Draft Local Plan to be voted on by Borough Councillors on 12th September. Regional briefings will be held with an invite for Ingatstone.

FC18/119 Reports of external meetings attended by any Parish Councillor

Cllr Davey reported that he had attended the following meetings:

- 10/07 NALC National Assembly
- 11/07 RCCE AGM
- 12/07 EALC Finance Meeting
- 18/07 Essex Health and Wellbeing Board ECC
- 19/07 EALC Executive as Chair (Report circulated)
- 20/07 ECC Chairman's Annual Reception
- 24/07 Rural Crime Forum of Essex

Cllr Winter's report had been circulated.

FC18/120 Seymour Field and Pavilion update

Cllr Jeater reported additional information had been requested but that the project was progressing.

FC18/121 To appoint two members to sit on the Nursing Trust

Cllrs Blunsten and Lee were willing to fill the two vacancies.

Proposed: Cllr Jeater

Seconded: Cllr Davey

Unanimously agreed that Cllrs Blunsten and Lee be appointed.

Cllr Frost pointed out that memberships of external committees had previously been reviewed at the Annual Meeting and suggested that this procedure be resumed.

FC18/122 To approve conservation work to BT telephone box opposite the Cricketers by a resident

Cllr Jeater spoke on this matter and proposed that this should be discussed by Churchyards and Environment. Suggestions for its use included housing a defibrillator and a book exchange. Costings would be required.

FC18/123 To discuss the recent vandalism at the skatepark and future options

The graffiti had been reported to the police and was the subject of an ongoing investigation. Various options for dealing with the graffiti were discussed. Cllr Poston suggested that the Parish Council contact the installer of the skatepark. More graffiti was also on the concrete.

FC18/124 To formally approve the amended Communications Policy 2018 (C&IT)

Proposed: Cllr Davey

Seconded: Cllr Benson

Unanimously agreed to approve the amended Communications Policy 2018

FC18/125 To consider the quote received for the renovation of the tower clock from Smith of Derby and future upkeep

Cllr Jeater asked for this item to be withdrawn while clarification was sought on the Local Government Act 1894. This was agreed. The Clerk to advise what course to pursue.

FC18/126 Neighbourhood Plan Update

Cllr Winter's report had been circulated.

To date 179 hard copies of the Residents Questionnaire had been received.

A protocol for inputting data from the Questionnaire had been written with the assistance of the RCCE.

Consultation events would be held on 8th September at Fryerning Parish Rooms and on 11th September at the Library.

Borough Council Empty Homes Strategy - a pilot scheme with Ingatestone & Fryerning to be set up with Brentwood Housing Trust do the administration work. Publication of the new NPPF had changed the criteria for Rural Exemption sites Brownfield sites in the village on Borough Council land had been identified.

FC18/127 Committee Reports: to receive minutes from the following Committees:

Planning – Cllr Poston reported that the application to illuminate the Community Club Tennis Courts had been refused by the Borough's Planning Committee and thanked Cllrs Sutton and Day for their representations at that meeting.

Policy and Resources – Cllr Davey reported on GDPR. The Ingfrypc.net to be trialled by Cllr Jelley and the Clerk

Churchyards and Environments – Cllr Lee presented the minutes and had nothing further to add. Apologies had been received and accepted not noted as agreed at the last Full Council

Communications and IT – Cllr Benson reported that Cllr Jelly and the Clerk would be meeting next week to start on the next Newsletter and requested all articles follow the Communications policy. The cover would have an Aerial shot of the village. WhatsApp for Parish Councillors to be created.

Personnel – Cllr Winter reported that the closing date had passed for Apprenticeship applications. Cllrs Jeater, Winter and the Clerk to meet next week to consider the applications.

FC18/128 Youth Council bank account closure

The account with £1,840.53 had been closed by the bank due to inactivity.

Proposed by Cllr Davey that the entire £1,840.53 be used for other projects for the benefit of the village

Seconded by: Cllr Day

Unanimously agreed

Suggestions from former Youth Council members included equipment for Seymour Field, CCTV camera, sign outside the Pavilion, keep fit outdoor equipment

FC18/129 Parish Council financial accounts

Owing to the Clerk's absence on leave and the timing of this meeting, this item will be withheld. Payments were approved by Policy and Resources on 16th July 2018

FC18/130 Correspondence received but not covered by other agenda items

None had been received

FC18/131 Items for inclusion in the next agenda

- Church clock restoration

FC18/132 Close of meeting

Cllr Abrey wished to thank all those who had assisted at the Horticultural show The Chairman thanked the public for their attendance and closed the meeting at 9.00pm

Date of Next Council Meeting: Thursday 6th September at 7.30pm
Venue: Ingatestone Library, High Street, Ingatestone