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FULL PARISH COUNCIL MEETING

MINUTES OF MEETING HELD: 8 December 2022, 7.30pm
VENUE: Suite 3, 4 The Limes, Ingatestone

Present:	Cllrs	J Winter (Chair)	M Hart	P Batchelor	R Whittow-Williams
		M Marston	M Hart	A Farrant	B Bull
		L Emmett	R Lee		
Also present		A Wood (Parish Clerk and RFO)	1 resident		
Absent	Cllrs	P Poston C Russell	P Jeater	R Pittman	D Sankey

FC22/130 Apologies for Absence – for noting but not approval

Apologies were noted from Cllrs Jeater, Sankey and Russell

FC22/131 Announcements, declarations of Interest and dispensations

None were presented.

FC22/132 Public Participation

A resident spoke about the issues of speeding and traffic on the A12 slip road towards Brentwood. Councillors agreed with his frustration and concern and advised that they are already lobbying to get a resolution from Brentwood Borough Council and Essex Highways on issues that will be exacerbated by the three new developments planned in that area. It was confirmed that the parish council will still campaign for a holistic approach to the development of that area and the issues that will be created and thanked the resident for attending and raising the same concerns.

The resident left the meeting at 8pm.

FC22/133 To approve the minutes of the Full Council meeting held on 10 November 2022

The minutes were approved and were signed by Cllr Winter as a correct record.

FC20/134 Matters arising for report (but not for resolution)

- The Clerk advised that a valuation of the Seymour pavilion and field had been undertaken and that she had been chasing Brentwood for a copy of the report.

FC22/135 To receive a verbal report from Borough and County Councillors

Cllr Sankey sent his apologies for not attending and the Clerk read out as a brief report that was sent to her prior to the meeting.

FC22/136 Committee reports: to receive minutes, verbal reports, and proposals from Committees

1. **Planning and Highways** – (Cllr Winter) as per minutes. Cllr Winter presented an update on the Care Home planning application which had recently been agreed by the Borough Council. She had attended the planning meeting and spoken about the lack of parking and the insufficient s106 contribution to local health provision. She advised that

Hallmark Care confirmed they will be providing health care facilities on the site. Cllr Batchelor advised that a response to the pylon project had been submitted to the public consultation raising concern that a sub-sea solution had not been considered in any of the documentation provided.

2. **Facilities** – (Cllr Lee) as per the minutes with nothing further to report.
3. **Legal and Finance** – no meeting was held in November.
4. **Communications** - (Cllr Farrant) as per the minutes. The Communications Clerk was congratulated for her work so far and the increase in social media posts were noted.
5. **Personnel** – (Cllr Lee) – no meeting was held in November
6. **Neighbourhood Plan Implementation Group** – Cllr Winter will be setting up a meeting in January to start this group off looking at the visual audit that was undertaken on the High Street.

FC22/137 Working group updates

1. **Economic Development** – Cllr Batchelor - as per report circulated. He provided an update on the provision of fibre broadband in the parish.
2. **Climate Emergency** – Cllr Bull reported on a future project for the parish to assist households with obtaining EPC reports, solar panels for Seymour pavilion and rewilding and green walls for the schools. All of these would be provided through a successful grant application to Essex County Council.
3. **Health and wellbeing** – Cllr Marston provided an update on dementia work in the parish and that the dementia support groups assisted by the parish council have now been formally recognised by the Alzheimer's Society. The community garden at the church now has planters with work planned for next week.

FC22/138 Specific projects and discussions

1. **To receive project suggestions for the budget 2023-24** – Councillors were invited to present budget suggestions to the Clerk, and it was agreed that these will be sent to her directly.
2. **To discuss the derelict land at Steen Close** – The Clerk advised that this item was asked to be included but the question of ownership and possible transfer has not been resolved. After a discussion it was agreed that the Clerk ask Cllr Sankey for a progress report. It was also agreed that the future aim for the site would also need to be decided.
3. **To discuss the future arrangements for the Anglo European PCC liaison meeting** - it was agreed that this would be discussed at the next AES meeting when representatives of the parish council were meeting with the new deputy head.
4. **To provide a summer show** update – Cllr Emmett provided an update on the recent working group meeting. The show will be on the 15th July 2023 and the Clerk will be centralising all the information gathered. The next meeting will be on the 11th January.
5. **To agree the new lease for the Stock Lane Allotments** – the Clerk presented a repeat 6-year lease for the site and it was **RESOLVED that the lease be signed** by Cllrs Whittow-Williams and Lee with the Clerk as witness as per standing orders.
Proposed: Cllr Hart
All agreed.
6. **To confirm the arrangements for the Ingatestone Museum Trust grant from the parish council** – The Clerk reported on a request from the Trust for the budgeted £5000 to be paid into their account to assist with the set up of the museum. After a discussion it was **RESOLVED that the full £5000 be transferred to the Ingatestone Museum Trust** on the basis that a set of accounts and reconciliation statements are provided on a

quarterly basis from this point onwards. The money would be provided for the setting up of the museum only.

Proposed: Cllr Winter

Second: Cllr Marston

All agreed.

7. **To confirm the arrangements for the community garden grant (St Edmunds and St Mary's)** – The Clerk advised that £1500 had been set aside for this community garden but that nothing specific had been agreed. It was **RESOLVED that this grant should be applied to the purchase of physical assets for the garden in order that the items would then appear on the asset register and under the parish council insurance.**

Proposed: Cllr Winter

All agreed.

FC22/139 Parish Council financial accounts

- Bank statement and reconciliation for November 2022
- Profit and loss report for November 2022
- Payments and receipts for December 2022 / January 2023
- Budget tracker report for 2022/23

The above reports, payments and receipts were reviewed, noted, and approved by the council.

FC22/140 To receive reports of external meetings attended by any Parish Councillor

- The Clerk reported on a recent meeting she had with Adam & Greenwood funeral directors about the planned green burial site. This will be discussed in greater detail at the next Facilities Committee.
- Cllr Marston attended the Ingatestone Nursing Trust and reported that they would be keen to fund a gate next to the kissing gate into Fairfield. This would have to be agreed by the Parochial Church Council and she will report back at a future meeting.
- Cllr Davey reported on the recent BBPCA meeting and that he requested a review on the pedestrian bollards between Ingatestone and Shenfield.
- Cllr Hart reported on work that he had undertaken with Essex Police visiting businesses in the High Street to speak about cybercrime threats.

FC22/141 Items for inclusion in the next Agenda

There were no items for the next agenda

FC22/142 Close of meeting

The Chair thanked the councillors for their attendance and closed the meeting at 9.28 pm.

Date of Next Council Meeting: Full Council meeting on Thursday, 12 January 2023, 7.30pm, Suite 3, 4 The Limes, Ingatestone, CM4 0BE

Appendix FC22/139 Financial accounts

BALANCES IN BANK ACCOUNTS DATED 30/11/22		255,977.78
Unity Trust Bank Current Account		13,624.26
Unity Trust Bank Savings Account		105,168.94
Petty cash		97.50
Redwood Bank		50,210.29
Yorkshire Building Society		86,876.79

