

# MEETING OF THE BLACKMORE, HOOK END & WYATTS GREEN PARISH COUNCIL

Held on Thursday, 15<sup>th</sup> December 2016 in the committee room of Tipps Cross Remembrance Hall.  
Commenced at 7.30pm.

**Members present:** Cllr McCarthy (Chairman), Cllr Keeble (Vice Chairman), Cllr Bennett, Cllr Dean, Cllr Mason, Cllr Lockhart, Cllr Frost, Cllr Cannon, and Cllr Henwood. Susan Barnes (Parish Clerk) and Rosemarie Nelson (Responsible Financial Officer - RFO) present.

**Also present:** Mr Terry Smith, Herald Magazine editor.

**Apologies for absence:** Cllr's Watley, Lennon, Thomas, Town and County Cllr Ann Naylor and Borough Cllr Aimi Middlehurst.

## 0217 AMENDMENTS TO MINUTES

The November 2016 minutes were signed as a correct record with nil amendments.

## 0218 DECLARATION OF INTEREST

Nil.

## 0219 OPEN FORUM

There were two members of the public in attendance. Enquiries were made regarding the LDP progress. Cllr McCarthy said that it was understood to be in its final stage of preparation, with a further consultation due early 2017 in relation to the draft plan. It was stated previously by BBC that submission to the Inspectorate would be in early summer 2017.

## 0220 PROGRESS CHECK

Nil

## 0221 CORRESPONDENCE

The Clerk reported on the following:

- [ A meeting was scheduled with Cllr Louise McKinaly, Leader of Brentwood Borough Council to discuss the Traveller Incursion at Oaktree farm, Chelmsford Road, Blackmore early in January 2017. Date to be confirmed and further reports to follow at the January 2017 meeting.

## BOROUGH & COUNTY COUNCILLOR REPORTS

0222 Borough Cllr Roger Keeble had attended the recent BBC planning committee meeting. He said that Oaktree farm had been discussed as being 6 pitches, however, he thinks it is now actually more than that. Cllr Keeble has emailed BBC querying this.

Regarding Borough Council matters, Cllr McCarthy advised that the BBPCA meeting was held on 14/12/16 which he and the Clerk attended. BBC had two officers in attendance – Caroline McCaffrey (Planning) and Paulette McAllister (Historic buildings and conservation officer) – they had advised that planning had been outsourced to Thurrock Council. Caroline would be providing us with a flow chart of how we are to proceed with planning applications and consultations. The legal department has been outsourced to Barking and Dagenham Council and Revenues and Benefits has been outsourced to Basildon Council. They advised that officers would be working from home during the Town Hall renovations but would still be contactable in the same way.

## REPORTS OF COMMITTEES

## POLICY & RESOURCES COMMITTEE

### 0223 FINANCE

**ACCOUNTS FOR PAYMENT** – The Clerk presented the following payment schedules and cheques requiring three Member signatures:

<u>£</u>	<u>Addressee</u>	<u>Description</u>
-	HMR & C	Tax and NI contributions

-	S Clapham	Sue – reimbursed for mileage expenses
-	Mrs R Nelson	Book Keeping
2000.00	Unity Trust PC ac.20343161	Direct debits
75.00	cash	Petty cash
-	Mrs R Nelson	Reimbursed – wine & mince pies
3474.00	Piggotts Co.Ltd	Balance (xmas lights) inv.SIN161214PI-71910
632.00	Matthews Plants	Inv. 17718
1500.00	Kelhatch Press	Herald. Inv. 3640
85.47	Affinity water	customer no.1789048-5 : £85.46 & Customer no.3569281-9 : £0.01
199.74	Affinity Water	Customer no.7925883-9
167.00	SLCC	annual membership renewal
10.00	ALCC	“ “ “
3055.00	Total Landscapes	ROSPA works completed
412.50	T Smith	Herald mag. Production (Dec)
96.35	T Smith	Expenses for Herald Mag. - Reimbursables

Direct bank transfer payments via Unity Trust:

£ -	Essex Pension Fund	pension contribution
£ -	S Clapham	Clerk's salary

It was **RESOLVED** that:

- (i) The statutory basis for this item be noted as the Accounts and Audit (England) Regulations 2011;
- (ii) The List of Payments is approved as presented in the schedule.

**Receipts:**

NII

**0224 FINANCIAL REPORTS: Financial Reports to 30<sup>th</sup> November 2016**

In accordance with the reports distributed prior to the meeting, Mrs Nelson (RFO) reported that finances were looking okay at present and in accordance with budgets. Mrs Nelson reported that the BBC had increased their price to empty the bins and dog bins for 2017/18 from £2.50 to £2.60 per bin. This was accepted.

It was **RESOLVED** that:

- (i) the statutory basis for this item be noted as the Accounts and Audit (England) Regulations 2011; and,
- (ii) The Financial Report be noted with no other action necessary.

**0225 FINANCIAL POWERS:**

Mrs Nelson would arrange a P&R meeting to discuss setting the 2017/18 budgets early January 2017.

**0226 HERALD MAGAZINE**

In Terry Smith's absence, Cllr McCarthy said that the PC must consider finding a suitable replacement in view of the fact that Terry and Eileen Smith wish to retire. It was felt that this would prove difficult as they did such a good job on producing the magazine.

**0227 BRENTWOOD BOROUGH PARISH COUNCIL ASSOCIATION**

As reported under item 0222. Next meeting - 8<sup>th</sup> March 2017 at 7pm.

**PLANNING COMMITTEE**

**0228 PLANS**

Cllr Lockhart (Planning Committee Chairman) read out his report and the key points noted: Over the past month five planning applications had been discussed by the committee, (see below) four of which had received no objections.

Meeting held on 6/12/16 – planning applications discussed:

16/01624/FUL	Objections raised – refer to planning committee minute as circulated
16/01648/FUL	No objections
16/01597/FUL	No objections

16/01628/FUL No objections  
16/01555/FUL No objections

Planning application 16/01693/TEL – Application to erect a 25m high lightweight lattice telecommunications tower sited within its own secure compound within the existing sewage treatment site on Wyatts Green Road. This would benefit current and future communication needs in and around the Wyatts Green and Doddinghurst communities where rural electronic communications have historically been poor. The proposed mast will deliver 2G, 3G and 4G coverage to the area. The proposed tower, with adequately proposed screening with trees and landscaping of the area, complies with the NPPF (National Planning policy framework) and local policy. It is located within the Green Belt. However, by being located within an existing compound in a utility site, there will be no impact upon the openness of the Green Belt and so this proposal should not be seen as ‘inappropriate’ development. With this in mind it was proposed and unanimously agreed by the PC that it should endorse the planning application with the following recommendation: It should be made available to all mobile network operators and not just O2 as shown on the planning application. Therefore, offering more coverage to the area generally.

- 0229** **OUTSTANDING ENFORCEMENT ISSUES** - As per the reports.  
Cllr Keeble advised that the appeal had been dismissed regarding the wall at Cherry Trees, Blackmore.

#### **ENVIRONMENT COMMITTEE**

There was no December meeting of the Environment Committee as it was not quorate with only two members in attendance. The following items were discussed at the PC meeting instead:

- 0230** **Christmas lights**  
The cheque had been raised for signing, for the balance of £3474.00 to Piggotts – approved.  
Cllr Mason advised that the Christmas lights could be left in the trees after the Christmas season. They will just need to be disconnected and the wires looped safely in the trees, as advised by Piggotts.  
It was felt that more members were required on the committee as the meeting was not generally well attended and had to be cancelled on several occasions. Cllr Henwood agreed to join the committee.
- 0231** **Kiln field benches**  
The committee had expressed a preference to the style of bench – ‘Cosmopolitan Nouveau’ (Glasdon UK Ltd).

#### **RECREATION COMMITTEE**

There was a committee meeting held on 6<sup>th</sup> December 2016 and the minutes were circulated prior to the meeting.

- [ The Council received and accepted the Committee meeting minutes and the following items of business discussed.

- 0232** **Ted Marriage Field**  
In accordance with the recreation minutes – no amendments.
- 0233** **Mill Lane Play Area**  
In accordance with the recreation minutes – no amendments.
- 0234** **Walter Hobbs Recreation Field and Play Area**  
In accordance with the recreation minutes – no amendments.
- 0235** **ROSPA reports – work completed – all recreation areas**  
The Clerk confirmed that Total Landscapes had completed the works and all appeared satisfactory. The cheque was raised for £3055 in payment – approved.  
The Clerk has written to RoSPA regarding the inaccuracy of the inspection reports provided by them and has asked for a meeting with the inspector. It was felt they had used old photographs and reports to produce the 2016 annual inspection, with findings in particular to the hexagonal swings at Walter Hobbs. RoSPA had shown the swings as still being in situ and requiring works, although the equipment had actually been removed some months (approximately nine months) prior to the inspection. They are investigating this and will report back. Clerk to monitor.

**0236 Blackmore Youth Centre – Loft conversion**

Cllr Keeble advised that the PC was still awaiting the letter from the Youth Club seeking permission.

**0237 Phone kiosk, Wyatts Green Road**

Cllr McCarthy reported that despite the PC's social media appeal for 'friends' and volunteers of the phone box to come forward, none had. Cllr's McCarthy and Lennon would look at restoration options in more detail and the work required was in cleaning, re-painting, re-flooring and shelving the kiosk. Cllr McCarthy is in receipt of the 1953 edition of the GPO manual to maintain a K6 phone box and any work would be in accordance with the manual recommendations where possible. Cllr Mason also agreed to join the committee and offer assistance with the project.

The Clerk was asked if she could contact BT and enquire if they could clean and maintain the phone kiosk still in use at Blackmore as it was in need of some maintenance.

The question was raised of charging for small local businesses who would like to display their business cards inside the adopted kiosk – this is an option perhaps for the future.

Cllr McCarthy advised that he had noticed that the phone kiosk outside Tipps Cross Hall had also been given notice for adoption. However, as it is a very modern kiosk, unlike the traditional red kiosk recently adopted, the PC did not feel it would wish to adopt it.

**CLERK'S REPORT**

[ The Clerk read out her response to ECC in response to their email regarding the ditches at the rear of Ted Marriage Playing field, (at the end of Granary Meadow along Wyatts Green Road). They had insisted that the PC carry out clearance works within the next 28 days as the ditches appeared to be blocked and could be contributing towards the flooding in the area. The Clerk advised that they had been inspected and not felt to be blocked and that rain water, when present, appeared to be flowing freely. She had also advised ECC that previous thorough clearance work had been carried out within the last two years by the PC's contractor. ECC acknowledged this and Cllr Ann Naylor asked ECC to set a date for ECC to carry out their part of the scheme as soon as possible.

[ Dangerous slippery footpath behind St Lawrence Gardens, Blackmore – The Clerk had reported this to ECC via Cllr Naylor as the online report system could not locate the exact position on its map, making it impossible to report electronically. The Clerk provided Cllr Naylor with the post code (7 St Lawrence Gardens, CM4 0RA) and information with supporting photographs for ECC to inspect as soon as possible. This was supported in writing to the Essex Highways Department by the Clerk.

<b>0238</b>	<b><u>COMMITTEE MEETINGS</u></b>			
	Environment	9.1.17	7.30 pm	Tipps X Remembrance Hall
	Recreation	17.1.17	7.00pm	Tipps X Remembrance Hall
	Planning	3.1.17 & 24.1.17	@ 4.45pm	Tipps X Remembrance Hall
	<b><u>Parish Council</u></b>	<b><u>19.1.17</u></b>	<b><u>7.30 pm</u></b>	<b><u>Tipps X Remembrance Hall</u></b>

**0239 Defibrillators**

[ The Clerk is liaising with Ron Ridge of the Ambulance service regarding further training and information for supply of a suitable external defibrillator case for Blackmore.

**0240 Finger posts**

Cllr Lockhart reported that some are being replaced by ECC. The sign at Watsons Corner had been replaced, along with the sign at the village hall, Blackmore. More are scheduled by ECC but it is not known if this is likely to be within the parish. Clerk to enquire with Cllr Naylor.

**0241 Public Engagement (social media) - FACEBOOK**

Regular updates and posts are posted to Facebook – including the 261 bus service campaign updates which had received a very good result. Numerous letters had been sent to ECC members from local Councils and concerned residents as a result of this.

**0242 Cessation of the 261 bus service – 16.12.16 - Blackmore to Brentwood and the Community Hospital** - Cllr McCarthy reported on the following:

[ The last 261 bus will run on Friday 16<sup>th</sup> December 2016.

- [ ECC has confirmed it will step in and assist by funding a new replacement service in January 2017 but the date is still to be confirmed. Operator unknown at this moment in time. Duration of funding for the new service also unknown at this present time.
- [ ECC had enquired with the local parish councils if financial funding could be provided by the parish councils most affected. This was not deemed possible when the PC and Doddinghurst PC met to discuss this in December.
- [ It is certain that if the new bus service is not well used it could face being axed in the future. The PC is encouraging people to use the bus if it is to remain in service. Regular posts are being posted on the PC website and facebook pages promoting its use.
- [ The PC met with Tina Tickner of Brentwood Community Transport on 12.12.16 and it was agreed that a limited service of the 898 bus would be available short term to get passengers to Brentwood Monday to Friday– three return journeys and 1 x half day journey. However, this isn't ideal for commuters and school children because of the time table and the fact it is only a 14 seat bus. The timetable is available on our posters displayed on all bus stops, notice boards and facebook.
- [ An extra loop has been added to the 898 route taking in the Doddinghurst road before continuing on to Pilgrims Hatch etc.
- [ Tina Tickner is looking for volunteer drivers under their 'car care scheme' – similar to 'dial a ride'. This takes the elderly and vulnerable to necessary appointments etc. The contact number is also listed on our posters.
- [ Cllr McCarthy also met with David Kendall who is an ECC member, who made representations on our behalf to ECC members in support of the 261 bus service.
- [ Approximately 46,000 passenger journeys were made during 2016. Cllr McCarthy had spoken with the Chairman of Amber Coaches, the current bus operator, who advised that the service broke even. However, ECC had advised in writing that it had seen an annual loss in excess of £53,000 and the PC had queried this figure.
- [ The PC had been working closely with Doddinghurst PC on this campaign and during the latter part, with Kelvedon Hatch PC. ECC had also been inundated with letters and phone calls from concerned residents.
- [ Cllr McCarthy said that a bus operator only needed to give one month's notice to de-register a bus service with ECC and this was in now in place with Amber.
- [ The PC had requested a meeting with ECC officials to discuss this but a meeting had been refused by them at this stage.
- [ The PC would continue to campaign for its resumption with the help of other Parish Councils. Cllr McCarthy hoped to be able to report more positive news early in the New Year.

**INFORMATION EXCHANGE / NEXT AGENDA ITEMS – (for discussion only)**

**0243 Walter Hobbs Lease Renewal**

Cllr Bennett and the Clerk had been dealing with this with Wortley Byers solicitors. They had suggested first registering this with Land Registry, if it wasn't already, and renewing the lease for a period of 21 years under the following format: To enter into a seven year lease with two further renewal clauses, each at seven year intervals, totalling 21 years. This had been agreed in principle by the Trust as advised by Cllr Bennett. It was therefore proposed and unanimously agreed to adopt this. Cllr Bennett and the Clerk would organise the necessary arrangements with Wortley Byers.

**0244 CIF Funding received – Blackmore Village Hall**

Cllr Keeble advised that the Village Hall had been successful in its grant application with ECC and had received £20,000 to convert the existing squash court to a shop and tea room.

***END: There being no further business, the Meeting was closed by the Chairman at 9.10 pm***

Signed (Chairman): \_\_\_\_\_ Date: \_\_\_\_\_