

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

Held on Thursday, 21st February 2013 in the Committee Room of Tipps Cross Remembrance Hall.
Commenced at 7.30pm.

Members present: Cllr Keeble (Acting Chairman), Cllr Bennett, Cllr McCarthy, Cllr Dean, Cllr Frost, Cllr Henwood and Cllr Mason. Also present, S Barnes (Parish Clerk) and Rosemarie Nelson (Treasurer).

Apologies for absence were received from: Cllr Watley (Chairman), Cllr Town, Cllr Spiers and County Cllr Ann Naylor.

Also present: Terry Smith, Herald Magazine.

AMENDMENTS

The January minutes were signed by Cllr Keeble as a correct record (amendments to the draft minutes were already included and supplied).

DECLARATION OF INTEREST

Nil.

OPEN FORUM

Cllr Keeble welcomed the meeting. There were three parishioners in attendance. Mr Hall brought up the problem of litter which he had noticed seemed to more of a problem than normal at present and asked if the litter pickers or Highway Rangers still looked after this area. The Council advised that the road sweepers and litter pickers were still collecting litter and cleaning the roads but the Council could report any excess litter to the Highway Rangers. The Parish Council also advised the date of the Parish Spring Clean of 23rd March and advised that any volunteers would be greatly appreciated. Cllr Henwood confirmed she would speak to Brentwood Borough Council (BBC) about the litter and get confirmation that the services were still in frequent operation.

The meeting resumed with the following:

CORRESPONDENCE

The Clerk reported on the following correspondence received at the Parish Office:-

- 2249** The Clerk had received information for play area equipment sale information which she passed onto the Recreation committee for consideration.
- 2250** The Clerk had received the application form for the RCCE 'Best kept village of the year competition'. Entry deadline is 10th April. The Clerk will pass this onto the Environment Committee for their meeting on 11.3.13.
- 2251** The Clerk had received an email acknowledgement from BBC regarding her report that the village road sign going into Blackmore was incorrectly named Blackmore Parish instead of Blackmore Village. They confirmed this had been passed to Essex County Council (ECC).
- 2252** The Clerk had received a letter from residents at the Green, Blackmore regarding the parking problem they are experiencing with a vehicle permanently obstructing their access. The Clerk

was asked to write to the owners of the parked vehicle causing the obstruction and to protect the grass verge being churned up as a result of this.

BOROUGH & COUNTY COUNCILLOR REPORTS

2253 Cllr Henwood reported on the Council Tax situation. BBC had frozen their element of Council Tax for the forthcoming year.

Cllr Keeble reported that he had been liaising with the BBC Environment Department after complaints had been received regarding the noise and nuisance level to residents from the farmers using the bird scarer's. The decibel level and frequency of the devices being activated was questioned as it was felt to be unacceptable as there is an acceptable level farmers must adhere to. The Environment Department had looked into this problem and resolved this with the Farmers in question and the situation was now being monitored.

REPORTS OF COMMITTEES

POLICY & RESOURCES COMMITTEE

2254 FINANCE

The following cheques were approved for payment and signed:

£	Addressee	Description
-	Essex Pension Fund	pension contribution (Feb)
-	S Barnes	salary (Feb)
-	HM Revenue & Customs	Tax and NI (Feb)
-	R Nelson	Book Keeping (Feb)
75.00	PETTY CASH	(Feb)
475.00	Blackmore Parochial Charities	Feb/March/April '13
196.50	Tipps Cross R Hall	Office Rent
1300.00	Kelhatch Press	Herald Mag. Inv. 3359
344.22	A to Z Supplies	Invoices: 4449453-042 4933427-042 4932498-042 5032621-042 (TXR Hall has reimbursed PC)
518.75	K Stanbridge	Maintenance Inv. 0113
30.00	EALC	Training Course – Neil – inv. 2769
70.68	Mark Harrod	Inv. 23543 – goal nets etc
33.78	H J Looker	Inv. 5/2/13 – fittings to secure audio cupboard
350.00	G Mann	Inv. 0124 – build audio cupboard at BVH.

Receipts:

Cheque from Blackmore Village Hall for £2375.00 covering Field Rent. (Still pending £1600.00 in payment of invoice for MUGA service charge).

Payments:

In accordance with the cheque run.

2255 FINANCIAL POWERS

Mrs Nelson (Treasurer) reported that January was a relatively quiet month and confirmed that such payments as the purchase of the new swings had gone through but other than that all was in accordance with the financial reports distributed prior to the meeting. Mrs Nelson then passed around copies of the final budget for 2013/14.

Mrs Nelson advised that she had received application forms to apply for a Parish Council credit card with Barclays Bank which she would complete on behalf of the PC. It was decided that the credit limit of £1,000 would be applied for and Susan Barnes (Parish Clerk) would be the card signatory as she would be the person utilising it for Parish Council business.

The Clerk reported that she had received a response from BBC regarding the missed services relating to the dog waste collections. The PC's application to receive a reduction of £300 to the BBC service invoice was rejected and a counter offer of only £50 was received. Mrs Nelson was asked to write back to BBC advising that this offer was not acceptable in view of the fact that not only were there missed services regarding the dog waste collections as pointed out to them previously but it had recently come to the Recreation Committee and Clerks attention that there were also missed services to the Recreation play area inspections due to the Contractor's sick leave and as there was not a suitable replacement it transpired that a colleague had been copying past information from previous inspection sheets and highlighting past problems which the PC had rectified some months prior. Mrs Nelson would relay this information to the BBC along with the Parish Council's dissatisfaction to the non compliance of the 'service agreements' in question.

The PC agreed that it would carry out an audit of dog waste bins in the Parish and where there was a waste bin next to it, the dog bin would be removed since bagged dog waste can now be deposited in general waste bins. This would avoid having to pay double for the same service.

2256 COMMUNITY POLICE MEETING

Nothing new to report at present. Cllr Keeble will be attending the forthcoming meeting with the Police on behalf of the PC and report at March's PC meeting.

2257 COMMUNITY BUS

The Clerk said all was running Okay at present and she is currently sourcing auto locksmiths to quote for cutting a spare set of bus keys as well as Fords. The Clerk reminded the Council that the hire prices are due for review in April 2013 and the fees have not been increased for the past two years. Cllr Keeble said he would look into other hire prices for comparison.

2258 BLACKMORE CENTRE FOR YOUNG PEOPLE

Cllr Keeble reported all was going well and the Friday Club was now operating on a monthly basis.

2259 BLACKMORE SPORTS ARENA – (formerly MUGA)

Cllr Keeble confirmed all running OK at present although there had been some functions cancelled due to the recent snow.

2260 MOBILE LIBRARY

The Clerk reported the mobile library had been at Tipps Cross Remembrance Hall today.

2261 BRENTWOOD BOROUGH PARISH COUNCIL ASSOCIATION

The Clerk advised the date of the next meeting of 6.3.13 and asked for names of attendees. Cllr Keeble advised he was not available and Cllr Bennett confirmed he could attend in the instance that Cllr Watley was not available. The Clerk would contact Cllr Watley.

2262 ROADWAY RENTS (2013)

Due to be invoiced April 2013.

BLACKMORE MILLENNIUM PARK

2263 PROGRESS REPORT

Cllr Keeble advised that all OK and the cockleshell footpath was due to be replenished around July/August time.

PLANNING COMMITTEE

2264 PLANS

The Clerk had distributed the planning committee meeting minutes prior to the meeting. The following plans were discussed at the sub committee meeting:

Meeting: 23rd January 2013 -

12/01192/FUL – No objections – although commented that the road naming on the site plan was inaccurate.

12/01269/FUL – Strongly objected – over development and over bearing on existing bungalows plus not in keeping with the street scene.

Cllr Watley had passed to the Clerk, in his absence at the meeting, his proposal for a planning meeting on Monday 25th February at 7pm at Anvil House as there were now three sets of plans to discuss. Members present confirmed their availability and said they would attend.

For investigation: The Council raised the new parking space which had been created at Elmfield, Near Twites Farm. Council asked Cllr Watley to raise with BBC and ask they look into this.

2265 OUTSTANDING ENFORCEMENT ISSUES –

Bluebell Farm - Spriggs Lane, Blackmore (mobile home) - (History): The Clerk had previously chased Christopher Stathers, BBC planning department. He advised in his letter dated 22nd August 2011 that this item had been chased internally and a new case reference number issued against this case file which had been temporarily lost at BBC. The outstanding Enforcement Notice dated back to 19th August 2002 and required the removal of the mobile home and he could not at this present time trace any subsequent planning permission for the retention of the mobile home. He would therefore be investigating this matter further and would update us as soon as possible, and after he had made a further visit to the property. – **Still awaiting update.**

Plot 3, Oak Tree farm, Chelmsford Road, Blackmore, CM4 0PZ –

Cllr Keeble advised that the appeal had been heard on 23rd November 2012 and the Secretary of State had won the case. This is now pending Eric Pickles decision.

Land adjacent to Oak Fold, Hook End Rd, Hook End - (History): Being looked into by BBC in relation to any enforcement action being taken by them as on green belt land – **Still pending update/decision.**

Kiln Farm, Mountnessing Rd, Blackmore – No updates for some time.

Pixies Halt – To be added back onto the outstanding enforcements list – grass frontage been removed and replaced with driveway or hard standing. This belongs to the Highways.

Action required: Items being monitored and chased with BBC by Cllr Watley and the Clerk. Cllr Watley asked to investigate item relating to parking space at Elmfield with BBC.

ENVIRONMENT COMMITTEE

The Meeting of the Environment Committee scheduled for 11th February had been cancelled due to snow. The next meeting was scheduled for 11th March.

2266 Drain clearance and road sweeping

Nothing new to report

2267 Village speed

Nothing new to report.

2268 Allotments

Nothing new to report.

2269 Village pond - flooding

Cllr Keeble had passed to the Clerk the consent form from ECC to proceed with the works to address the water level issues and prevent further flooding. ECC had asked the PC to accept responsibility, subject to ECC's risk assessment, for the weir so that the plate could be removed and further investigations go ahead which would of course mean the risk of initial flooding from the overflow of water. This was felt to be too much of a risk to nearby neighbours and after all points were carefully considered, the PC decided the best route of action was to monitor this for now and leave until the summer period when the water level would drop automatically to a suitable lower level to enable the workmen to safely remove the plate from the weir so that cameras could be used to detect any underlying problems. Cllr Keeble agreed he would contact the water regulatory authority for further advice and also ask ECC's Engineer to carry out the necessary risk assessment in the meantime as this would be needed at some stage in the future.

2270 Gunnells Corner – pavement (wheelchair access)

The Clerk reported that the repair works to the bus shelter had been completed as well as the damaged waste bin replaced by BBC.

2271 Replacement tree on the pond

Nothing new to report.

2272 Notice Boards

The Clerk had forwarded the quote for replacement notice boards to both Cllr Keeble and Cllr Henwood for purposes of the 'donation' from their BBC funds which is to go towards this project.

2273 Bicycle Rack – Blackmore

Pending Kevin's installation. Cllr Town had advised him of the location.

2274 Parking on grass verges - Blackmore

Nothing new to report

AOB:

2275 Rats seen by the pond – Being monitored by Agouti Pest Control.

- 2276 Christmas lights – Mrs Nelson had details of an Electrician who could assist and would pass this onto Cllr Town.
- 2277 Parish Spring Clean – Date set of 23rd March 2013, prior to the Brentwood half marathon on 24th March. The Clerk would contact the Scouts and Cubs at Blackmore to ask if they would be prepared to help towards one of their Community badges as they had been asked to inform the Scouts of any community projects they could assist with.
- 2278 Chelmsford Road, near Elm Farm (lack of footpath) – Cllr Keeble would speak with BBC and ECC to enquire if they could clean this area and cut back stray vegetation which might make walking along this area more safe.
- 2279 Irregular service – Regal Bus ways - Cllr Dean reported that he had tried speaking with the bus company several times to no avail and he received no support from them at all. It was advised that as they were now operating as a commercial enterprise and no longer contracted by the Council, they could not monitor the service or get involved. The Clerk had previously written to Regal Bus ways and to date has had no response.

DATE OF NEXT MEETING: Monday 11th March 2013 – 7.30pm – Crosse House, Blackmore.

HERALD MAGAZINE

2280 NEXT EDITION

Terry Smith advised that all was going OK with nothing new to report. He mentioned that he would like the Police to give him articles for the Herald Magazine but since Moira had left as PCSO, he had tried calling them several times but had received no further updates.

RECREATION COMMITTEE

- 2281 A Meeting of members of the Recreation Committee had taken place on Tuesday 12th February 2013 at Tipps Cross Remembrance Hall. All was in accordance with those minutes distributed by the Clerk previously. Copies of sub committee meeting minutes were distributed to all Councillors prior to the PC meeting.

Ted Marriage Recreation Field

- B.12.11 - Worn leg of climbing frame. Work completed as now acknowledged by BBC.
- C.12.11 - Fire damage to swing – As mentioned above – work completed as now acknowledged by BBC.

Mill Lane Recreation Field

- D.12.11 -Climbing frame: Work completed as now acknowledged by BBC.

Walter Hobbs Recreation Field

- A.11.10 – Weed growth at aerial runway – In hand with Kevin
- D.4.11 – Hexagonal swings (wood chip and edging wood repair) – In hand with Kevin
- G.11.11 – Aerial runway – Repairs in hand with Kevin
- C.11.11 – Fencing surrounding children's play area – Clerk to instruct Kevin Stanbridge to repair and make good any loose or dangerous spars and nails etc ASAP, pending installation of the new fence.

Play and Leisure supplied a third quotation to refurbish the equipment - pending decision

Items to monitor – all recreation areas: Inspection reports (BBC) and dog waste services.
Dog waste bin emptying – audit of dog bins to be carried out by Committee.

CLERK'S REPORT

- 2282 Office security** – Office building and relocation works to commence 22nd / 23rd February 2013
- 2283 Return of all Councillor's signed and completed 'pecuniary interests' forms** – All received and held on file at Clerk's office until BBC advise they require copies.
- 2284 Faster Broadband** – The Clerk advised she had received an update from ECC regarding this and future meetings to discuss this. ECC 'Make the Connection' advised in an email dated 20th February that it was unlikely they would be able to get any meetings booked in to discuss this before March and requested PC meeting dates from April to June 2013, which the Clerk duly supplied. They assured the PC that their bidder would not be in place until the summer and works would not start before then so the PC would not miss out on anything by having a later meeting date. However, they said that it would be useful if the PC could communicate their website www.superfastessex.org in the meantime to parishioners to enable them to peruse and register their demand for the Parish to receive superfast broadband then this would be helpful. Cllr McCarthy confirmed he had already placed this link and further information on the PC's website and asked the Councillors to promote this and visit the site to register their support.

Co-Option:

The Clerk advised that Mr Ted Hall could be co-opted after the period ending 6th March 2013 as advised by the Elections Department at BBC.

2285	<u>COMMITTEE MEETINGS</u>			
Environment	11.3.13	7.30 pm	Crosse House, Blackmore	
Planning	25.2.13	7.00 pm	Anvil House, Blackmore	
Recreation	12.3.13	7.00 pm	Tipps X R Hall	
TX Management	12.3.13	8.00pm	Tipps X R Hall	
Parish Council	21.3.13	7.30pm	Tipps X R Hall	

ANY OTHER BUSINESS – (for discussion only)-

- 2286** Cllr Mason advised he had received a telephone call from a parishioner who felt the absence of a footpath near to Soap House corner was dangerous for pedestrians and dog walkers. The Council said that as the boundary of Soap House itself touched the road it would be very difficult to install a footpath here and suggested that pedestrians walk on the other side of the road which was much safer until they could cross over and walk along the proper footpath along the perimeter of the field before entering onto Hook End Road. The Council also advised that as this area in question was within Stondon Massey Parish Council's boundary that all future enquiries should be directed to them as this was not within the remit of Blackmore, Hook End and Wyatts Green Parish Council.
- 2287** Terry Smith advised that the Brentwood Community Transport Bus had been very well used and had exceeded its projected expectations and would therefore receive funding to continue the following year.
- 2288** Cllr Frost mentioned that the hedge opposite the Prince Albert Public house, next to the Post office was overgrown and in need of attention. Cllr Keeble advised he would deal with this.
- 2289** Cllr Keeble reported that he had received reports that some trees in Service Lane, Blackmore had fallen down due to the high winds and he had reported this to ECC.

2290 Cllr Keeble reported that several Parish lamp posts were in need of painting, as follows:
The Green, by the war memorial
Opposite Blackmore School
Corner of the Blackmore Village Hall

Clerk was asked to instruct Kevin to repaint them where possible.

There being no further business, the Meeting closed at 9.15pm