

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

Held on Thursday, 17th January 2019 in the committee room of Tipps Cross Remembrance Hall.
Commenced at 7.30pm.

Members present: Cllr McCarthy, Cllr Watley, Cllr K Bennett, Cllr Mason, Cllr Cannon, Cllr Lennon, Cllr T Bennett, Cllr Geary and Cllr Thomas. Susan Clapham (Parish Clerk).

0863 APOLOGIES FOR ABSENCE

Cllr Keeble, Cllr Lockhart, Cllr Dean, Mrs Nelson (RFO). Terry Smith (Herald Magazine), Borough Cllr Aimi Middlehurst and County Cllr Lesley Wagland.

0864 AMENDMENTS TO MINUTES

Nil amendments. The December 2018 minutes were signed as a correct record by the Chairman.

0865 DECLARATION OF INTEREST

Nil.

0866 OPEN FORUM

Three residents in attendance. Item 0876 relating to the LDP brought forward for the purposes of discussion.

Cllr McCarthy advised that the LDP Public Open Forum with the BBC Planners at Blackmore Village Hall was scheduled **for 31st January at 8.00pm.**

Regulation 19 of the LDP Consultation was scheduled to commence 28th January but confirmation was awaited from BBC. It had been delayed due to the recent amendments made at the BBC Extra Ordinary meeting in November 2018.

Bill Ratcliffe of the BVHA read out information he was in receipt of advising that Regulation 19 could only be argued on grounds of 'Soundness and procedures'. He updated the PC with work undertaken by the BVHA and any meetings they had held with its members.

The PC advised it had already been in contact with its Lawyers, Holmes & Hills, and a summary was being drafted based on the principles behind sites R25 and R26 being unsound and ill conceived, as reported at last month's meeting. This submission, once approved by the PC and its Lawyers, would be submitted to the Inspector for examination during the Consultation period.

Bill Ratcliffe was liaising/calling for local volunteers to hand deliver consultation leaflets, once produced, to local residents. Volunteers to contact him or Richard Reed of the BVHA.

Bill Ratcliffe also advised that he had a meeting scheduled with MP Alex Burghart on 19th January and had an agenda drafted for purposes of discussing the LDP.

0867 PROGRESS CHECK

To receive reports or updates on items or visits made since the previous ordinary Council meeting or Committee meetings.

Cllr McCarthy wished to record his thanks to the two litter picker volunteers regularly seen litter picking in the Parish. It was suggested that it would be nice to formally thank such volunteers and if the names and addresses could be forwarded to the Clerk, she would send a letter of thanks to them. A mention in the Herald Magazine was also suggested.

0868 CORRESPONDENCE

The Clerk reported on the following items:

- ! Letters had been received from two of the volunteers who water the parish planters, John Caton and Mary Spiers, thanking the PC for the garden centre vouchers they had received.
- ! A request from Dave Wilson of the Blackmore Village Fayre Committee had been received. He sought permission to use the Millennium field as an over-flow car park during the village fayre weekend of Saturday 25th to Monday 27th May. A further request for the Sports & Social Club to have live music next to their beer tent on the Village Green was also requested. This would only be on the evening of Sunday 26th and they would have their own corner. The PC considered and approved the following:

- Overflow car parking approved subject to the weather conditions. If the ground was very wet then this could not be permitted and the ground would be subject to the Committee reinstating any damage.
- The PC would consider approving a set period for the live music which the Committee would need to advise the PC of in advance. Karaoke however was not permitted. The Clerk to liaise with Dave Wilson for clarification. Both proposed by Cllr Mason and unanimously approved.
- ! The Clerk had drafted a thank you letter to Phil Hinde of Plovers Mead who had kindly installed extra shelving in the BT library kiosk on Wyatts Green Road. Cllr Mason would hand deliver this.

0869 **BOROUGH & COUNTY COUNCILLOR REPORTS**

In Cllr Keeble's absence, the Clerk read out his report as emailed to her:

"Apart from the confirmation of the meeting on 31st January all I have to report is that the Village Hall has organised cricket with the National Cricket League for Sunday fixtures. This still leaves vacancies for Saturday afternoons which are required to make the square economic. We are still looking for other hirers. The VH has taken out a 5 year maintenance plan with Replay maintenance at a fixed fee. I have organised a meeting with Housing on 7th February so if anybody has any enquiries please let me know in advance.

No news on the Snooker Room subsidence but we are chasing it up.

New door now fitted on the net store door.

Village Fayre have asked to use the Millennium Field for car parking over the weekend. Also they would like to hold a Karaoke event on the Green on the Sunday evening. I have had assurances that this would not involve excessive noise. Brentwood Half Marathon is coming through the Parish on Sunday 17th March. If anyone is available for marshalling please let me know".

The Clerk reported that she was currently liaising with Lesley Wagland for a follow up meeting concerning outstanding items with ECC.

REPORTS OF COMMITTEES

POLICY & RESOURCES COMMITTEE

0870 **FINANCE**

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

£	Addressee	Description
90.63	S Clapham	Reimbursed – expenses/mileage for period 19/10/18 to 24/1/19
6,000.00	Unity Trust PC Account 20343161	Online bank payments
450.00	P Mannering	inv. 542019 – Blackmore net store door repair
40.00	Essex Wildlife Trust	Annual Membership renewal
75.00	Petty Cash	Jan.
50.00	G Cooper	Reimbursement – electricity – Xmas lights at Kiln Field

Direct bank transfer payments via Unity Trust:

S Clapham (wages) - £-

Mrs R Nelson - £-

HMR&C– £-

Essex Pension Fund - £-

It was **RESOLVED** that:

- (i) The statutory basis for this item be noted as the Accounts and Audit (England) Regulations 2015;
- (ii) The List of Payments is approved as presented in the schedule.

Receipts: Bank transfer received from ECC of £10,000 for CIF grant paid to the PC for the two play area projects.

0871 **FINANCIAL REPORTS: Financial Reports to 31st December 2018**

In accordance with the reports distributed prior to the meeting. Cllr K Bennett reported the following in Mrs Nelson's absence:

- ! The PC is just currently under budget and it was hoped this would be the case at the year end.
- ! Cllr K Bennett suggested getting in any items before the financial year end, 31.3.19.
- ! Income is in line with the budget, mainly due to the Herald Magazine adverts.

It was **RESOLVED** that:

- (i) the statutory basis for this item be noted as the Accounts and Audit (England) Regulations 2015; and,
The Financial Report be noted with no other action necessary.

FINANCIAL POWERS:

0872 Bin Servicing (BBC)

The Clerk had received a further invoice from BBC totalling £686.40 (inc.VAT) for the period 1.10.18 to 31.12.18.

Having received no appropriate response from Phil Ruck, BBC in relation to the PC's letters and emails, the Clerk had submitted a Freedom of Information request asking for copies of any agreements and correspondence BBC has relating to the terms of the transfer of the parishes from Epping and Ongar Rural District Council to Brentwood Borough Council in the period 1973/1974, particularly relating to financial provisions. The Clerk had received a standard acknowledgement from BBC that the request was being processed.

Review and approval of the 2019/2020 Parish Precept.

Cllr K Bennett reported:

The Policy and Resources Committee had met to review the precept. No precept cap had been imposed for 2019/20. With the budget taken into account, it was proposed by Cllr K Bennett that the precept be increased from £49.88 to £54.87 for a Band D property for the period 2019/2020. This would give a budgeted income of £105,147, giving a margin of £6,000 contingency reserve. This was considered and unanimously approved. **Action:** The Clerk to notify BBC.

Review and approval of the 2019/2020 budget

Cllr K Bennett reported the following:

The Policy and Resources Committee had met to review the budget. There was an approximate anticipated underspend of £8,000 at the year end. Next year's anticipated expenditure was £99,312. A budget for LDP legal expenses of £5,000 had been allocated. New planters had been budgeted for along with Christmas light maintenance and general maintenance of all parish play and recreation areas. The budget was considered and its approval proposed by Cllr Bennett. This was unanimously agreed.

Devolution (ECC Pilot Scheme)

The Clerk is booked to attend a workshop at the EALC offices, Great Dunmow on 24th January with the De Montford University.

0873 MAGAZINE COMMITTEE

Next edition – Cllr McCarthy, in Terry Smith's absence, advised that the next magazine deadline is 20th January for the March edition. He also advised that six advertisers had dropped out.

PLANNING COMMITTEE

0874 PLANS

The following planning meetings were held since the last ordinary council meeting. All in accordance with the planning reports made by the committee which were approved and accepted. Cllr Cannon read out Cllr Lockhart's report in his absence:

“At our last planning meeting on 15th January, we considered 3 applications as follows:

The first application was for a proposed single storey side extension to The Cottage, 1 Fingrith Hall Road (ref: **18/01980/FUL**) to which we offered no objection. The applicant was invited along and he gave a detailed presentation of his proposals

The second application was for a proposed small front extension to a garage and porch at Hunters Brook, Wyatts Green Lane (ref: **19/00015/FUL**) to which we offered no objection.

The third application was for a change of use from residential to business use at Elm Farm, Chelmsford Road, Blackmore (ref: **19/00047/FUL**) to which we offered no objection but with certain conditions that

the proposed business use is to remain sedentary and contained within the building and working hours are to be restricted to those on the application form.

The Chairman said he was still awaiting the outcome from BBC for a proposed new bungalow on Green Belt waste land on the north side of Elm Farm (ref: **18/01754/FUL**) which we discussed it on 27th November and offered no objection. It was subsequently agreed with Cllr. Roger Keeble that if we are notified that it has been recommended for refusal by BBC, we will apply to have it referred to their Planning & Licensing Committee.

The next meeting of our planning committee has been arranged for 5th February 2019 at Blackmore Village Hall commencing at 5pm”.

Cllr McCarthy reported that ‘Wayside’ had been approved by BBC planners to be knocked down and a two storey house built.

0875 **OUTSTANDING ENFORCEMENT ISSUES** - As noted on the planning reports submitted to BBC.

0876 **BBC’s Local Development Plan (LDP)** – (covered under Open Forum).

POS - (PARKS & OPEN SPACES) COMMITTEE

There was a meeting of the Committee on 14th January and copies of the minutes were distributed by the Clerk prior to the meeting.

! The Council received and accepted the Committee meeting minutes and the following discussions took place relating to items:

0877 **Parish Tree Survey**

Clerk obtaining third quotation from Franklins Tree Surgeons. Meeting scheduled for next week. It was agreed by the POS Committee that all three conifers at the entrance of Walter Hobbs, adjacent to the lock up, would be removed.

0878 **New seating – The Green, Blackmore and outside Mill Lane Play area**

Pending installation by Total Landscapes.

0879 **Overgrown Public Footpath No. PROW271-19 to be reinstated by ECC**

The Clerk reported that the necessary work had been completed by both the PC and ECC. Cllr McCarthy advised that there is still a little bit of work required, such as a tree removal, to render the entrance accessible to wheelchair users. Cllr McCarthy will investigate this. It was reported that the BBC NAT’s team had successfully cleared the perimeter fence line of overgrown brambles and weeds and the Clerk had emailed a thank you via Cllr Keeble.

0880 **Finger posts**

In hand with Deckanon – Soap House footpath post being renovated.

0881 **Other items**

- ! Commemorative plaque (Church) – PCC approved the wording but need to know the material of the plaque to seek approval from the diocese. In hand with Cllr McCarthy and Cllr Mason.
- ! Christmas lights – Cllr Mason advised that the lights were on a timer, hence they had turned off after a 6 hour period. An ongoing annual maintenance budget of £1,000 had been allocated.
- ! Walter Hobbs pitches – new net store door had been completed. Weed killing of the pitches would be organised by Cllr Keeble and MDL.
- ! Mill Lane Play area - The spring rocker needs repairing
- ! Ted Marriage – fungal growth in the swings area to be dealt with
- ! Meadow Rise kerb stones – Cllr Cannon to email the Clerk with photos to forward to ECC
- ! Cllr Lockhart had reported to Cllr Wagland the leaning highways sign on the island with Wyatts Green Road and Pettits Lane
- ! New planters – Clerk obtaining quotes in various materials. To be considered by the POS Committee.
- ! Bus shelter, Dines Corner – Clerk emailed photographs to Lesley Wagland, ECC to either repair or replace.

- 0882** **NAT's next scheduled visit**
1st to 5th April – list of items to be forwarded to the Clerk and Cllr Keeble
- 0883** **RCCE's Best Kept Village Competition 2019**
The Clerk advised the competition deadline is 8th March. This will be added to the next POS agenda for 11th February.
- 0884** **Play area projects – Kick Wall and zip wire (Ted Marriage and Walter Hobbs)**
Clerk to organise meetings with contractors to obtain confirmed pricing and lead times now that the grant money had been received.
- 0885** **Annual Parish Litter pick**
It was proposed by Cllr McCarthy that the date be set for **23rd March**. Unanimously approved.
- 0885** **CLERK'S REPORT**
Nothing new to report.

0886	COMMITTEE MEETING			
	Parks & Open Spaces	11.2.19	6.00pm	Tipps X Remembrance Hall
	Planning	5.2.19	5.00pm	Blackmore Village Hall
	Parish Council	21.2.19	7.30 pm	Tipps X Remembrance Hall

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

- 0887** Cllr Cannon advised that the Brentwood Running Club would be holding its annual 10k run through the village on 7th July.
- 0888** **Co-Option candidate:** Resident Joseph Clarke of Hook End - details provided to the Clerk. **Action:** The Clerk will process the necessary formalities with the Elections Department at BBC. It is hoped that Mr Clarke could be co-opted at the next PC meeting.
- 0889** Cllr Cannon advised that the Boys Brigade will be doing their Waltham walk on 12th May between 9am and 6pm. They have hired the village hall as their base and have asked if they can set up an inflatable bunjee jump on either the corner of the Walter Hobbs field or the Millennium park. Cllr Cannon will investigate this further and will ask them to provide evidence of the necessary insurances and public liability etc.
- 0890** Cllr Cannon advised that the Blackmore Cricket Team had resigned from using the Walter Hobbs field. The Village Hall committee had already contacted two other teams to enquire if they needed premises. All options were currently being considered for a replacement by the Village Hall Committee.
- 0891** Cllr Cannon advised that the Scout jumble sale is being held on 2nd February. Donations of jumble items or home made cakes would be greatly appreciated.
- 0892** Cllr T Bennett advised that the 30MPH sign on Nine Ashes Road had been knocked over and is lying on the verge. Location: As you enter the village on the left hand side. **Action:** Clerk to report this to ECC.
- 0893** Cllr Watley reported some incidents of vandalism in the village. It was suggested that a log of incidents should be made and reported to BBC and the Police. This will be monitored.

END: *There being no further business, the Meeting was closed by the Chairman at 9.30 pm*

Signed (Chairman): _____ Neil McCarthy _____ Date: 21st February 2019 _____