

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

Held on Thursday, 17th May 2012 in the Committee Room of Tipps Cross Remembrance Hall.
Commenced at 7.30pm.

Members present: Cllr Henwood, Cllr Keeble, Cllr Dean, Cllr Town, Cllr Frost, Cllr McCarthy, Cllr Sue Wheeler, Cllr Steve Wheeler and Cllr Spiers. Also Mrs S Barnes (Parish Clerk) and Mrs R Nelson (Treasurer).

Apologies for absence were received from: Cllr Bennett, Cllr Watley, Cllr Brown and County Cllr Ann Naylor

Also present: Terry Smith, Herald Magazine.

AMENDMENTS

The minutes were signed by Cllr Henwood as a correct record with nil amendments:

DECLARATION OF INTEREST

Nil

ELECTION OF CHAIRMAN

Cllr Madeline Henwood advised that as she had been selected and sworn in as Deputy Mayor by Brentwood Borough Council on 16.5.12, she felt she would not be able to commit as much time to the Parish Council in her duties as Chairman and therefore wished to step down as Chairman. She confirmed she wished to remain on the Parish Council for the foreseeable future.

The Clerk invited nominations for Chairman. As there were two nominations for Chairman, it was proposed by Cllr Town and seconded by Cllr Henwood that Cllr Keeble be elected. It was then proposed by Cllr Steve Wheeler and seconded by Cllr Dean that Cllr Watley be elected. A ballot vote took place and with a majority of four, Cllr Watley was elected as Chairman.

ELECTION OF VICE CHAIRMAN

The Clerk called for nominations for Vice Chairman. Cllr Town proposed Cllr Keeble, seconded by Cllr Henwood. There were no other nominations. It was unanimously agreed that Cllr Keeble should be Vice Chairman. Cllr Keeble accepted the post.

It was agreed that the election of Committees would follow after the Open Forum.

OPEN FORUM

Cllr Keeble acted as Chairman in Cllr Watley's unavoidable absence. The Clerk informed that the meeting was being recorded for the purpose of minutes.

Approximately a dozen residents of Blackmore attended to seek updates regarding any decision to the Red Rose Lane Affordable Housing proposals. This was following the Public meeting held at Blackmore Village Hall on 27.4.12.

The Council were asked why, from the minutes available on the website, it showed previous discussions in relation to affordable housing. The Council explained that at one stage it was looking at possible options with the RCCE for affordable Housing and the Wood Yard at Wyatts Green was a consideration. However, those discussions did not come to fruition but the issue of affordable housing may at some stage become a requirement of all Parish and Town Councils to provide, or in the very least, actively source it. The proposal pertaining specifically to Red Rose Lane however was only put to the Parish Council in November 2011 as stated in the minutes. The PC may be asked from time to time to consider affordable housing needs and whilst it might appear on the agenda it is not a foregone conclusion that the PC will successfully find suitable or available land. This is just part of what the Parish Council might be asked to do as part of its duties.

The Council was questioned why the minutes were only just available on the website. The Council explained that it relied on volunteers and helpers to keep costs down without having to raise its precept for the Parishioners expense. Previously a Cllr had offered this service but when that Cllr left the PC, the position became vacant. It was confirmed that a new Cllr was happy to take on this role and had spent time resurrecting and looking after the newly launched website and was pleased to be able to inform residents of minutes and information updates without the need for visiting the office.

A resident mentioned that he understood there to have been 'secret' meetings held and it was categorically stated by the PC that there was no secrecy or secret meetings and that the PC had to be transparent in its operations. Therefore meetings were advertised monthly on the four parish notice boards and all minutes of any PC meetings would be made available the following month of the meeting taking place, once approved by the Parish Council. It was confirmed that all Parish Council meetings could be attended by the Parishioners and minutes could be viewed on the website as well as at the Parish Office.

The Council was asked if a decision had been made regarding the Red Rose Lane proposal or had the Council received any further contact from the developers or Housing Association. The Council confirmed it had not yet reached a decision and that it hoped to discuss the options and make a decision at the meeting as to whether it wished to proceed with a needs survey at this stage. The Clerk confirmed she had received no further contact other than a letter received from Hastoe Housing Association. The letter expressed Hastoes apologies to the PC and wished to 'set the record straight' regarding any misinformation and the animosity felt towards the Parish Council which Mr Le Fever (Hastoes) had witnessed at the recent public meeting on 27.4.12. The Clerk read the letter to the meeting.

The Council was questioned whether the proposal would be based on an 'open plan' policy. The PC was unable to give an answer regarding this but did confirm that any proposal would have to be based on the results of the independent needs survey and in line with the rural exception sites policy.

Regarding the needs survey questionnaire, a resident passed around a model survey obtained from a housing association. The resident questioned whether the forms would be weighted in the favour of the developer or Housing Association. The PC explained that the survey, if it went ahead, would be carried out by a third party, i.e.: the RCCE, independent of any Housing Association and would be the property of the Parish Council and not the Housing Association thereafter. In support of this, the Clerk passed around a model of the 2011 needs survey which she had received from the RCCE for information purposes.

Cllr Keeble brought the open forum to a close and the residents in attendance wished to confirm they were opposed to any development of the green belt in question and asked the PC to consider this when making its decision, which the Council agreed it would. *Cllr Henwood read out a letter received from a Parishioner who was in need and in agreement for rural affordable housing and like several others in the Parish, wished also to be considered. – you may decide to remove this but I have carefully worded it if you choose to keep it in – I feel it is a valid point!*

The meeting resumed with the following: -

(Note to Council which will be removed from the minutes - The Committees have changed with the resignation of Sue and Steve Wheeler and the revised list will reflect this. However at the time of the meeting they were still onboard) - Sue B.

ELECTION OF COMMITTEES

It was agreed that the 2012/13 Committees would form as per the following:

Recreation Committee:

Cllrs Sue Wheeler (Chairman), Bennett, Dean, Keeble, and Steve Wheeler.

Environment Committee:

Cllrs Town (Chairman), Dean, Brown, Watley and Spiers.

Planning Committee:

Cllrs Watley (Chairman), Town (Vice Chairman), Dean, Brown, Frost and Cllr Henwood would also join this Committee.

Millennium Park:

Cllrs Keeble (Chairman), Bennett, Mrs Nelson (Treasurer), Mr Daldry, Dr Jennings.

Policy and Resources:

Cllrs Watley (Chairman), Bennett, Keeble, Town and Mrs Nelson.

Blackmore Parochial Charity:

Cllrs Bennett and Town.

Blackmore Community Bus:

Mrs Barnes (Parish Clerk), Cllrs Bennett and Watley.

BBPCA:

Cllr Henwood with Cllr Keeble as reserve.

Blackmore Village Hall Committees:

Mrs Nelson.

Parish Magazine:

Mr T Smith and Mrs E Smith (Editors).

Youth Centre:

Cllr Keeble

MUGA:

Cllrs Keeble (Chairman), Bennett (Secretary), Mr Blackwell and Mr Barclay.

CORRESPONDENCE

1947 The Clerk had received a letter from Hastoe Association (as mentioned above) which she read out.

- 1948** The Clerk confirmed she was in receipt of the information regarding the Big Lottery Fund ‘Awards for all’. In mind for the replacement play area fencing at Walter Hobbs.
- 1949** The Clerk had received a quotation from I Pave Ltd for works at the village hall car park / field area totalling £3,500. Due to the expense of the work Cllr Keeble will obtain two further quotes.
- 1950** The Clerk was in receipt of the alterations to the electoral register for May 2012 which she will hold on file.
- 1951** The Clerk had received a letter from Ongar Town Council advising of their community minibus which is available for hire. They had decided to enlarge the area for use of the community bus to include local groups and organisations within a ten mile radius of the Parish of Ongar Town Council. The fee to hire will be £1 per mile along with a non-refundable booking fee of £5. A £200 refundable damage deposit would also be required.
- 1952** The Clerk had received a letter from John Daldry relating to a tree preservation order request for a tree at the rear of the Bull Public House, Church Street, Blackmore. – *(I hope this is correct as someone took the paperwork on the evening and I don't have it to refer to).*

BOROUGH & COUNTY COUNCILLOR REPORTS

- 1953** Cllr Henwood had received an email regarding the new service to the Community Transport Bus route. She mentioned there is a new Sunday bus running from Doddinghurst four times a day which started on 6th May. The route is Doddinghurst, Brentwood Centre, Sainsburys, the train station, Warley, Thorndon Country Park, Ingrave, Herongate then returning the same route. Should any other villages wish it to start or include their own area then Brentwood Community Transport would be looking for an initial donation of £4,000 from each village until it starts to fund itself.

REPORTS OF COMMITTEES

POLICY & RESOURCES COMMITTEE

1954 FINANCE

The following cheques were approved for payment and signed:

£	Addressee	Description
-	S Barnes	April salary
-	Essex Pension fund	clerk's pension
-	HM Rev & Customs	Clerk's Tax / NI
-	S Barnes	reimbursement of tax for bus (1 yr)
-	R Nelson	April salary
75.00	petty cash	
822.94	S Barnes	reimbursed – bus MOT and service at Fords
494.00	MD Landscapes	grass cutting
2721.86	Aon Ltd	Parish Insurance
148.00	RAC	bus cover
159.50	Heatherland	parish skip hire
650.00	P/More Primary school	swimming pool fund contribution
205.00	T X R Hall	office rent
136.00	B/More village hall	CCTV maintenance contribution

Receipts: Nil**Payments:** Nil**1955 FINANCIAL POWERS**

Mrs Nelson advised that this month had been a fairly quiet month and all was in accordance with the month's financial reports provided prior to the meeting.

Mrs Nelson advised that the year end accounts were completed and ready for signing off by the PC. This was proposed by Cllr Frost, Seconded by Cllr Henwood and unanimously agreed.

Mrs Nelson reported that the small loss shown was attributed to the Millennium car park works completed. She reported the reserves made for this financial year incorporated £5,000 for recreation mainly due to the expected recreation maintenance for the play area fencing required and a further £2,000 for field treatments. A surplus over expenditure of £177 was shown.

Mrs Nelson also advised that the precept amount received from BBC, which was lower than expected, had been resolved. Mrs Nelson explained that BBC had split the precept and discretionary grant amounts which they didn't usually do, and a second payment had since been received to finalise this.

1956 COMMUNITY POLICE MEETING

Nothing new to report. Pending new dates for future meetings.

1957 COMMUNITY BUS

The Clerk reported that the bus had been put through its annual service and MOT this month and the expenditure for this was in the region of £882.00. It required 3 new tyres plus tracking, a reverse light switch, a front off side lower suspension arm. The Council agreed that it's continuation of service would be reviewed in December 2012 when the budget setting process would take place. The Clerk advised bookings were down even for the summer period on bookings received so far.

1958 BLACKMORE CENTRE FOR YOUNG PEOPLE

Cllr Keeble reported that unfortunately there were not enough volunteers to help with the running of the youth centre and the Friday Club may have to cease if this does not improve. This would be a real shame for the youth club which had been open for less than three years and was built to benefit the youth of the Parish. More support was urgently needed and Cllr Keeble would welcome any enquiries.

1959 BLACKMORE SPORTS ARENA – (formerly MUGA)

Cllr Keeble advised that one light had been replaced but nothing new to report

1960 MOBILE LIBRARY

No changes to the Parish dates and times reported. A cut on stock was reported.

1961 BRENTWOOD BOROUGH PARISH COUNCIL ASSOCIATION

Nothing to report at present.

1962 ROADWAY RENTS (2012)

Invoiced for April 2012, pending payment.

BLACKMORE MILLENNIUM PARK

1963 PROGRESS REPORT

Cllr Keeble reported that he would obtain further quotes for the cockleshell path as well as lighting quotes for the new car park.

PLANNING COMMITTEE

1964 PLANS

The Planning Committee had met on 20th April and 8th May 2012 and the following plans discussed. Copies of the minutes had been circulated prior to the meeting.

22nd April – 12/00241/FUL – no objections
12/00279/FUL – no objections

8th May – 12/00402/FUL – no objections
12/00399/FUL – slight concern over the size of the extension but providing no objections from neighbours, PC had no real objections. Suggested changing the garage front elevation.

1965 OUTSTANDING ENFORCEMENT ISSUES

Bluebell Farm - Spriggs Lane, Blackmore (mobile home) - The Clerk had 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. – **No update since this**

Plot 3, Oak Tree farm, Chelmsford Road, Blackmore, CM4 0PZ – Cllr Watley was in receipt of the refused planning application.

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

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

Action required: Committee to monitor Oak Fold and further updates and planning applications received from BBC as it appears other applications are being processed without the PC first

seeing them. The concern also raised by the PC that it appeared previous enforcements with outstanding action had simply been struck off BBC's lists. Planning committee to look into.

The Parish Council went on to discuss the Red Rose Lane affordable housing proposal. The resident's who had attended the open forum section of the meeting were still in attendance so it was agreed that a ballot vote would take place amongst the Councillors to ascertain whether the PC supported a needs survey by the RCCE being carried out for this proposal. Votes were counted by the Clerk and the results announced. There were 3 votes for the needs survey and 8 votes opposing the needs survey for this proposal. The Parish Council therefore decided that neither a needs survey or further action would be taken by the Parish Council regarding this and the developers would be duly advised. However, the Parish Council wished to express to the residents that this decision was based on this specific proposal only. It did not rule out the possibility of a needs survey being carried out at some stage in the future should it become a requirement of the Parish Council to undertake it. The residents promptly left the meeting after the decision had been heard.

ENVIRONMENT COMMITTEE

A Meeting of the Environment Committee had not taken place in May. All in accordance with previous minutes with the following updates.

1966 Drain Clearance and Road Sweeping

Being monitored – cleaned today

1967 Village speed

Committee feel this should be Parish's decision. Cars still speeding in excess of 40-50 MPH. Could PC enquire if it could be reduced to 20MPH as mentioned in the Brentwood Gazette. Elderly parishioners are getting nervous about venturing out of their homes. Cllrs are questioned about this when they go out. Cllr Keeble said that the problem with this is that it wouldn't get enforced. Clerk to contact Essex Highways (Rissa Long) to investigate.

1968 Allotments

Looking for new site

1969 Ponds & posts by pond

Cllr Frost and Cllr Town asked if the grass on Chelmsford Road could be reinstated after the recent flooding. Cars had driven over the grass and caused large ruts. Cllr Town also asked if posts could be positioned here to avoid this in the future. It needed to be ascertained whether this is Highways property or the Parish Council's before a decision could be made. Cllr Keeble advised he would look at this. The Clerk had contacted ECC and logged that the drains had overflowed due to the recent heavy rain and the dirty water was running into the newly refurbished pond which was a concern. She had also reported that the Chelmsford Road near to the pond had been flooded and made inaccessible and ECC advised they would inspect and treat this as urgent.

1970 Road signs

Monitoring.

1971 Gunnells Corner – pavement (wheelchair access)

Clerk asked to resurrect this item again and asked if she could contact the ECC Highways person she met with previously to discuss. Clerk to ask maintenance man to cut back as much vegetation and brambles from floor to full head height as soon as possible to help widen the path area.

1972 Planters

Clerk to ask Matthews Plants to re-plant the planters and the Blackmore roundabout/island as soon as possible. A suggestion of geraniums for the island was made as they will not need watering as much. A suggestion of some red, white and blue flower colouring in some areas was suggested and a budget of £500 was agreed.

1973 Swallows Cross Island

Nothing new to report – has been reported to BBC by Clerk, pending response.

1974 Working party – to clear reeds from pond

To be organised

1975 Union Jack flag for flagpole

New Union Jack to be raised after St Georges Day flag taken down in time for the Jubilee weekend. Cllr Town will organise.

AOB:

- Bicycle rack – suggested we have a cycle rack in Blackmore village. Only place suitable would be behind notice board on Horsefayre Green. – **Action:** Clerk asked to gather pricing information.
- Cars parking on grass verge outside No.s 1 and 2 Hillside Cottages. Could Clerk please write to the residents again.

DATE OF NEXT MEETING: Monday 11th June 2012 – 7.30pm – Crosse House, Blackmore

HERALD MAGAZINE

1976 NEXT EDITION

Terry Smith confirmed all going well. The deadline is Friday 18th May and reminded all Cllrs and user groups to email him with their articles. The magazine would be distributed on Tuesday 22nd May.

RECREATION COMMITTEE

1977 A Meeting of the Recreation Committee had been held on the rescheduled date of 11th May 2012 at 7.30pm. All was in accordance with the committee meeting minutes distributed prior to the Parish Council meeting with the following updates.

Ted Marriage Recreation Field

A.1.11 Play bark under swings – work completed – ~~delete~~.

A.11.11 Worn swing chains – All swings showing signs of serious wear and tear and some potentially hazardous. It was proposed by Cllr Spiers, seconded by Cllr Town and unanimously agreed that all hazardous swings, particularly the cradle swings should be replaced where a suitable repair cannot be achieved. Clerk to request maintenance man to replace the cradle swings and any potentially dangerous swings and components and replace with the items he quoted for asap.

B.11.11 Corroded leg of climbing frame – Kevin to complete work ASAP

C.11.11 Fire damage to swing – Vic Dean has checked – not evident.- delete

Items to monitor: Emptying of dog waste bins (x2) – Clerk in correspondence with BBC, withholding payment pending BBC's investigations.

Repair of cracked paint on slide

Mill Lane Play Area

A.2.10 Moles – Being monitored.

C.6.10 Swing seat / holes – All swings showing signs of serious wear and tear and some potentially hazardous. It was proposed by Cllr Spiers, seconded by Cllr Town and unanimously agreed that all hazardous swings, particularly the cradle swings should be replaced where a suitable repair cannot be achieved. Clerk to request maintenance man to replace the cradle swings and any potentially dangerous swings and components and replace with the items he quoted for asap.

E.11.11 Climbing frame –Kevin to repair as soon as weather permits

F.11.11 Matting under swings – Committee want to keep matting. Work completed. Delete.

A.4.12 Slide – Committee report that the timber A-frame is weathered and showing signs of deterioration. Slide surface smooth and hazard free. Committee monitoring.

B.4.12 Monitor trees and ditches – Fallen branches may have to be cleared ahead of next grass mowing

Walter Hobbs Recreation Field

B.2.08/E.6.10 Football pitches/Goal mouths – Cllr Keeble has this work in hand

A.11.10 Weed Growth – In hand with Cllr Keeble

B.11.10 *Wood chip (Hex swing and aerial runway)– Refer below items

C.11.10 Goal Posts –2 goal posts remain to be straightened by Kevin when weather permits

D.4.11 *Hexagonal swing & baby swings– All swings showing signs of serious wear and tear and some potentially hazardous. It was proposed by Cllr Spiers, seconded by Cllr Town and unanimously agreed that all hazardous swings, particularly the cradle swings should be replaced where suitable repair cannot be achieved. Clerk to request maintenance man to replace the and any potentially dangerous swings and components and replace with the items he quoted for asap

A.7.11 *Aerial runway – Cllr Keeble had obtained a quote for the supply and installation of 14m squared (40mm thick) bonded mulch surface to the length of the aerial runway at a cost of £840.00 plus VAT. It was proposed by Cllr Sue Wheeler, seconded by Cllr Henwood and unanimously agreed that the work should go ahead as this area is potentially a hazard. The Clerk to instruct Playquip to this effect.

H.11.11 Fencing/gates to play area – Clerk to investigate the new community initiatives grants and Big Lottery award for all grants for metal fencing as this would be the better option.

OTHER BUSINESS – Clerk to apply for grants for play area fencing, Walter Hobbs.

Next meeting scheduled: Tuesday 12th June 2012, 7.00pm - Tipps Cross Remembrance Hall

CLERK'S REPORT

1978 The minutes of the meeting held at 6pm on 19th April 2012 (final draft) had been approved with no further amendments. Cllr McCarthy would make them available on the Parish Councils website. The minutes of the Public meeting held on Friday 27th April at 7.30pm would be approved at the next Parish Council meeting in June due to the length of time remaining at the meeting to discuss this item in greater detail.

1979 COMMITTEE MEETINGS

Environment	11.6.12	7.30pm	Crosse house, Blackmore
Planning	11.6.12	8.30 pm	Crosse House, Blackmore
Recreation	12.6.12	7.00 pm	Tipps X R Hall
Parish Council	21.6.12	7.30 pm	Tipps X R Hall

1980 Cllr Watley's statement – The Clerk read out a statement from Cllr Watley in his absence which was addressed to the Parish Council - (??????????? wording OK?????????)

1981 Parish Cllr vacancy for Hook End and Wyatts green – due to the resignation of Ann Thomas there is a vacancy for this post.

1982 Queen's Diamond Jubilee Celebrations weekend of 4.6.12 – Nothing new to report

1983 Purchase of PA system – In hand with Cllr Keeble – no further update.

1984 PC Web site (<http://http://www.essexinfo.net/blackmore-hook-end-and-wyatts-green-parish-council/>) – Cllr McCarthy confirmed the previous 18 months Parish Council meeting minutes are now available online.

1985 Red Rose Lane – Discussed earlier – refer to the open forum and the planning sections. The Clerk was asked to contact Jennifer Candler, head of planning at BBC regarding the wording for a letter to go to the developer.

ANY OTHER BUSINESS – (for discussion only)

1986 Cllr Frost advised she had attended the war memorial service at High Ongar on behalf of the Parish Council.

There being no further business, the Meeting closed at 10.15pm