

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

Held on Thursday, 18th October 2012 in the Committee Room of Tipps Cross Remembrance Hall.
Commenced at 7.30pm.

Members present: Cllr Watley (Chairman), Cllr Bennett, Cllr Henwood, Cllr McCarthy, Cllr Dean, Cllr Town, Cllr Brown. Also Mrs R Nelson (Treasurer) and S Barnes (Parish Clerk).

Apologies for absence were received from: Cllr Keeble, Cllr Spiers, Cllr Frost and County Councillor Ann Naylor.

Also present: Terry Smith, Herald Magazine.

AMENDMENTS

The September minutes were signed by Cllr Watley as a correct record. It was agreed that these minutes could be up-loaded onto the website.

DECLARATION OF INTEREST

Nil.

OPEN FORUM

Cllr Watley welcomed the meeting. Two parishioners were in attendance to listen to proceedings. In addition, Mr Ted Hall attended as wished to raise the following points for the Parish Council's consideration:

1) The grass verge in Blackmore Road, between Stondon Massey and the Soap House, although part of Stondon Massey Parish, has been mown by us for a number of years to allow residents to walk on that side of the road and face the oncoming traffic. When the previous maintenance man, Ray Potter, mowed it, it was kept to at least 1 metre wide. Now however, it is just a few centimetres wide in places so you would have to walk in the road. Mr Hall felt it was a waste of money unless this area was sensibly mowed to approximately the 1 metre as before and he also felt that to collect the grass and dispose of it afterwards was unnecessarily costly. It was agreed that the Parish Clerk would contact the Stondon Massey Parish Clerk asking them to include this work within their budgets as of 2013 as it is within their parish.

2) The bus shelters in the parish were not in a satisfactory condition. They seemed to be quite dirty and littered with leaves and were not ideal to sit in whilst waiting for a bus. Cllr Dean advised he does clean them and sweep them but agreed they are in need of a good clean and re-paint which he would take care of as soon as weather permitting. The environment committee would monitor this.

3) The sign post on Blackmore Road going into the village of Blackmore was incorrectly named as 'Blackmore parish'. It should say Blackmore village. The Clerk will contact BBC to change as they changed this sign, which used to say Blackmore, approximately 1 year ago.

4) Mr Hall felt that the Parish Council website was very well presented but rather misleading. There are 9 websites relating to the parish some of which are old and obsolete and out of date including details of the former Parish Clerk and minutes which have not been updated for 3 years. Some are operated by independent people promoting Blackmore village and the social club, not linked with the Parish Council in any way. Cllr McCarthy had been speaking with the people responsible for the village site and there was going to be a hyper link from their website re-directing people to the Parish Council site should they

wish to visit it. It was agreed, in accordance with the Clerks report in September relating to this item, the Clerk would purchase the following domain names. These would replace the current long URL which is one problem and it would also result in easier access to the Parish Council website with search engines such as Google. The Clerk would also contact Bruno Giordan, the Cllr who looked after the old PC website and ask him to remove the site and take it offline as it is now old and out of date.

www.blackmoreparishcouncil.co.uk

www.blackmorehookendandwyattsgreenpc.co.uk

It was agreed the Clerk would purchase the above domain names which would be very low cost at around £5.99 each and they would belong exclusively to the PC. This was proposed by Cllr Henwood, seconded by Cllr McCarthy and unanimously agreed. Clerk to action.

The open forum concluded at 8pm and the meeting resumed with the following:

ADOPTION OF REVISED CODES OF CONDUCT AND DECLARATION OF PECUNIARY INTERESTS

The Clerk reminded all Councillors that the deadline had expired to hand in their outstanding signed forms and asked they could do so as soon as possible. These could then be lodged with Brentwood Borough Council (BBC).

CORRESPONDENCE

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

- 2101** Consultation on draft statement of community involvement (SCI) 2012 from Essex County Council (ECC). The consultation dates are 11.10.12 to 21.11.12 and will be posted onto the notice boards.
- 2102** A copy of the minutes and the draft precept timetable from the BBC Parish liaison meeting on 20.9.12 which Cllr Bennett attended on behalf of the PC. The Clerk had provided a copy of this to Cllr Bennett. Cllr Bennett reported the following: Signatures of Parish Councillors would not appear on the BBC or Parish websites. Compensation grants from BBC to Parish Councils would not be index linked and there are ongoing discussions regarding the tax base and housing benefit changes.
- 2103** The bus passenger news Sept/Oct 2012 – no changes to Parish services.
- 2104** The Clerk advised she had received information advising of the current grants available for residential free loft and cavity wall insulation which was backed by BBC. The free phone contact number is 0800 980 6026. The Clerk will post this information onto the Parish notice boards.
- 2105** The Clerk had received an email from the Doddinghurst Parish Clerk regarding the recent BBPCA meeting and the topic of benefit cuts and the impact on Council Tax. He advised the website link URL relating to a consultation on the topic as follows:
<http://www.engageessex.org.uk/essex/KMS/elab.aspx?noip=1&CampaignId=169>

BOROUGH & COUNTY COUNCILLOR REPORTS

- 2106** Nothing of note to report.

REPORTS OF COMMITTEES

POLICY & RESOURCES COMMITTEE

2107 FINANCE

The following cheques were approved for payment and signed:

£	Addressee	Description
-	S Barnes	June salary
-	HM Rev & Customs	Clerk's Tax / NI
-	Essex Pension fund	clerk's pension
-	R Nelson	June payment
75.00	Petty cash	
858.00	S H Goss & Co Ltd	weed killing, B/More. Inv. 12328
1131.25	K Stanbridge	maintenance – inv. 0020
2033.74	Even sound and light	P.O for purchase of PA system
2900.00	Starburst Displays	Fireworks purchase
475.00	B/More Parochial Charities	
205.00	Tipps X R Hall	Office Rent
690.00	Audit commission	fees in respect of inv. 4042880
79.25	J Oddy & Sons	Goods, inv's: 116336, 116524, 116557
393.19	M D Landscapes Ltd	grass cutting, inv. 2028
552.00	Town & Country	removal of dead willow, pond – inv.620
500.00	Cash	Float for fireworks display on 3.11.12

Receipts:

Nil

Payments:

As above, the invoice for £690.00 was received by the Clerk for payment of audit fees, approved by PC.

2108 FINANCIAL POWERS

All was in accordance with the financial reports as distributed to all Councillors. Mrs Nelson reported that the PC was running at slightly over budget at present and did include such expenditure as the replacement of cockleshells for the footpath at the Millennium Park costing £1600.00.

She also confirmed she had written to BBC as requested rejecting their offer of a £50 reduction to their dog waste collection service invoice and had counter-offered a sum of £300 to be considered by them. In accordance with this she posted the cheque for the balance, less the £300, and awaits BBC's response in due course. It was also questioned by Council whether BBC intended to issue printed stickers or notices for the dog waste bins in view of their recent announcement that all bagged dog waste could be placed into ordinary refuse bins and not just confined to the specific dog waste collection bins. The Clerk was also asked to contact BBC to ask their reasoning behind this and to ask if their service invoice would be reduced to reflect this if necessary. Did BBC intend on phasing dog bins out of service altogether? Clerk to write to them.

Cllr Bennett advised that budgets had been set for next year and lodged with BBC. He advised that a compensation grant of between £45,000 - £46,000 had been applied for, the same as the previous year, and based on that the PC had received only approximately £18,000 of that back.

2109 COMMUNITY POLICE MEETING

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

2110 COMMUNITY BUS

Nothing new to report – the Clerk said all was running Okay at present.

2111 BLACKMORE CENTRE FOR YOUNG PEOPLE

Cllr Henwood reported that there is currently only one Friday Club per month running due to lack of parental support and volunteers to help run it.

2112 BLACKMORE SPORTS ARENA – (formerly MUGA)

Cllr Keeble had handed to the Clerk a request from the Tennis Club to cut back the overhanging trees and shrubbery along the tennis courts and Walter Hobbs field. The quote was £700. Approval for works to be completed prior to the Fireworks display was sought. This was proposed by Cllr Henwood and seconded by Cllr Bennett and unanimously agreed. The Clerk would advise Cllr Keeble to instruct the company to undertake the work.

2113 MOBILE LIBRARY

No changes to the Parish dates and times reported.

2114 BRENTWOOD BOROUGH PARISH COUNCIL ASSOCIATION

Cllr Bennett had attended the recent meeting in September on behalf of the PC as outlined previously. Topics discussed included the concern from Parish Councils having to supply personal information for publication and the service agreements between the PC's and BBC. They questioned how PC's could reasonably agree and monitor works which formed part of a 'service level agreement (SLA)' when there are no such current contracts in place and the PC's are unawares of the services they can expect to get. The next BBPCA meeting is scheduled for 5th December 2012 at Herongate.

2115 ROADWAY RENTS (2012)

Nothing new to report at present.

BLACKMORE MILLENNIUM PARK

2116 PROGRESS REPORT

In Cllr Keeble's absence there was nothing new to report. The PC discussed the glow stick options and volumes to be purchased for the fireworks display on 3.11.12. After consideration was given to this it was agreed that the Clerk would purchase the usual 6" glow stick batons with cord in a batch of 500 at a cost of £192.00 plus VAT. Any surplus would always be used for other events or carried forward to next year. It was agreed these would be retailed at £1 as per previous years. The Clerk confirmed that Kevin Stanbridge had been given his list of works and this would be done before 3.11.12 as requested. The Clerk had raised the cheques for the fireworks and PA system, pending signatures this evening. Cllr Keeble and Mrs Nelson

was in the process of liaising with, and calling for, extra volunteers to help man the gates and act as car parking stewards.

PLANNING COMMITTEE

2117 PLANS

The Planning Committee had met on 3rd October 2012 and the following plans discussed. Copies of the minutes had been circulated prior to the meeting.

12/00914/FUL – Objections – Over development. Over bearing on bungalows to both sides and would be out of keeping with the street scene on the east side of Fingrith Hall Lane which is a conservation area

The Clerk read out the letter of appeal regarding Plot 3 Oak Tree Farm which is pending a decision.

2118 OUTSTANDING ENFORCEMENT ISSUES – Nothing new to report

Bluebell Farm - Spriggs Lane, Blackmore (mobile home) - 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 –The current appeal is pending an outcome in November and Cllr Keeble is monitoring this.

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 – **Still pending update/decision.**

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

Action required: Items being monitored.

ENVIRONMENT COMMITTEE

A Meeting of the Environment Committee had taken place on 8th October 2012 and all was in accordance with those minutes distributed by the Clerk previously.

2119 Drain clearance and road sweeping

Roads being swept all ok. See item 2122 for drains

2120 Village speed

Rissa Long, ECC looking into VAS sign regulations.

2121 Allotments

Still looking for suitable site

2122 Ponds & posts by pond

Posts deferred until ECC inform PC of results of cameras being inserted into the foul drains. After heavy rain early morning of 6.10.12 the road by pond was heavily flooded and impossible to use. Cllr Keeble had previously provided the Clerk with an update. ECC had jetted out the drains by the pond and Cllr Keeble was dealing with a Mr Ray Searle of ECC, who is the senior person responsible for such works, and the installation of non-return valves was being considered by ECC to help alleviate flooding. Cllr Keeble would continue to chase for progress.

2123 Gunnells Corner – pavement (wheelchair access)

Ann Naylor trying to get this work done on behalf of the PC as it has been on the agenda for four years. H Town to call Ann Naylor for update.

2124 Hedges – Various dangerous junctions

Clerk gave an update on the complaint from a Parishioner concerning the overgrown hedging at the junction of Tipps Cross/ Blackmore Road with the Ongar Road at the Stondon Massey junction. Sight lines are impaired and potentially dangerous. The Clerk had reported this to BBC along with various other junctions such as, Dines Corner, Outings Lane crossroads, Swallows cross roads and was pleased to report that this and various other much needed works had been carried out during the week and was looking satisfactory. She had updated the Parishioner accordingly and had received no further complaints.

2125 Dead willow on the village pond

Done – tree removed. Discussing possible replacement of tree or use of tree stump as bird feeder or stool.

2126 Grass cutting

End of season - monitoring

2127 Notice Boards

Discussion of replacements. H Town had asked Kevin to provide a quote to make new wooden notice boards. The Clerk had received an update from Kevin to advise this was not cost effective for him to do it because of the cost of the materials plus his labour and it was a specialist area and required the boards to be water tight to avoid the same problems occurring with the changes in weather etc. The Clerk had provided brochures covering the full product range and this will be discussed in more detail at the environment committee meeting.

2128 Bicycle Rack – Blackmore

The Clerk confirmed delivery was scheduled for week commencing 22nd October and she would notify Cllr Town and Kevin of its receipt.

2129 Parking on grass verges - Blackmore

Being monitored.

AOB:

Rats seen by the pond – Terry Smith will provide details of a pest control contractor who advertised in the Herald magazine. Clerk to contact him.

Blacksmiths Alley (overgrown hedge at the end of the road) – Clerk to ask BBC to trim this

Planting – Cllr Town organising with Matthews Plants the planting of the winter planters

DATE OF NEXT MEETING: Monday 5th November 2012 – 7.30pm – Crosse House, Blackmore.

HERALD MAGAZINE

2130 NEXT EDITION

Deadline for the next Edition is the last Friday in October (26th). All going well and still making a small profit making it self-funding.

RECREATION COMMITTEE

2131 Meeting of members of the Recreation Committee – Wednesday 10th October 2012 at The Haven, Hay Green Lane, Hook End. Present: Vic Dean, Ken Bennett, Neil McCarthy (Chairman).

Mill Lane Recreation Field

A Parish Council inspection was made on 10th October and a copy of the report presented for filing together with a report made in September by BBC.

- D.2.11 - *Update*: The cabin slide requires urgent attention – replacement ply and logs to be considered.
- A.2.10 - Mole activity too minor to merit monitoring – delete from agenda.
- E.11.11 -Climbing frame: previously agreed repair work to corroded climbing frame leg has not been completed. Identical outstanding item as B.11.11 below.
- C.6.10 - Extra tot swings – BBC now satisfied with condition of the cradle seats. Delete from agenda.
- A.10.12- Rubber matting reported as loose in places by BBC. Request for Kevin to refit where possible on next visit.

Ted Marriage Recreation Field

A Parish Council inspection was made on 10th October and a copy of the report presented for filing together with a report made in September by BBC.

- A.10.12 - Cabin slide – A-frame logs unsecured. Recommend immediate repair.
- A.11.11 - Worn swing chains. Further quotes to be obtained to enable decision to be made in conjunction with ongoing review of play areas. BBC inspection notes 40% wear.
- B.11.11 - Inspection by Cllr Dean and BBC confirmed repair to corroded climbing frame leg has still not been undertaken.
- C.11.11 - Fire damage to swing was again mentioned in the recent BBC report but Cllr Dean has no concerns about the item. Remove from agenda.

Costs for refurbishment by Playquip Ltd of the equipment at Ted Marriage were available but were not considered in detail as the quotes are to be included in the general review of Parish play facilities.

Walter Hobbs Recreation Field

- A.10.12 - A series of concerns were noted from an inspection made by the BBC in mid-September: aerial runway landing ramp in need of repair; holes in chain link fencing and damaged wire on gates; worn swing chains and a missing seat; weed growth in play pits; hole in plastic slide; and urgently needed woodchip top-up. Recommend that Kevin makes all play areas safe for use.
- B.2.08/E.610 -No update
- B.11.10 - No update
- G.11.11 - No update
- H.11.11 - No update

Millennium Park

No report

Date of next meeting: Tuesday 6th November at Tipps Cross Remembrance Hall, 7pm.

ACTION

It was agreed that a meeting would be called for the following week between the Clerk, Cllr McCarthy and Kevin Stanbridge to inspect each item on site which was deemed more urgent and required immediate attention. The Clerk would organise and would instruct Kevin to undertake the immediate more urgent works accordingly. It was agreed that any items found to be hazardous and beyond repair should be removed from site altogether.

CLERK'S REPORT

2132 Parish Council website – As covered in the open forum section.

Parish Councillor Vacancies – The Clerk advised the Council that there was one applicant for the Hook End and Wyatts Green vacancy. She had forwarded his details to BBC who had approved his eligibility and he would be attending the November PC meeting for co-option.

2133 COMMITTEE MEETINGS

Environment	5.11.12	7.30 p.m.	Crosse House, Blackmore
Planning	5.11.12	8.15pm	Crosse House, Blackmore
	19.11.12	7.30pm	Anvil House, Blacksmiths Alley, B/More
Recreation	6.11.12	7.00 pm	Tipps X R Hall
Parish Council	15.11.12	7.30pm	Blackmore V Hall

2134 Purchase of PA system – Purchase order placed and cheque raised for signing.

ANY OTHER BUSINESS – (for discussion only)-

Faulty light – Fingrith Hall Lane – Clerk advised of fault report received from ECC. Clerk had contacted ECC advising that the PC was not responsible for this light and it was BBC who had previously maintained this. ECC will contact BBC to organise repair or replacement bulb.

There being no further business, the Meeting closed at 10.00pm