

BLACKMORE, HOOK END & WYATTS GREEN PARISH COUNCIL

MINUTES

Of the Ordinary Meeting of the Blackmore, Hook End & Wyatts Green Parish Council held on THURSDAY 16th SEPTEMBER 2021 at 7.30pm At Tipps Cross Remembrance Hall

Members present: R Keeble (Chairman), N McCarthy, K Bennett, T Lockhart, H Cannon, K Wood, J Lewis, S Clapham (Parish Clerk) and R Nelson (RFO). Borough Cllr's Thomas Bridge and Peter Jakobsson. County Cllr Lesley Wagland.

0069 APOLOGIES FOR ABSENCE

T Thomas, T Hinton, V Dean, A Watley, J Clarke.

0070 APPROVAL OF MINUTES – 15.7.21

The minutes were signed as a correct record by Cllr Keeble.

0071 DECLARATION OF INTEREST (for items on the agenda): None declared.

0072 OPEN FORUM (for Public Attendees):

Dave Wilson of the Village Fayre Committee gave a presentation regarding the Queen's Platinum Jubilee –Thursday 2nd June to Sunday 5th June 2022. The Queen will become the first

British Monarch to celebrate a Platinum Jubilee, seventy years of service. The Clerk had Circulated the official information relating to the Jubilee Commemorations, including the lighting of beacons, which the Village Fayre were keen to progress. Mr Wilson sought the

views from PC Members as to whether the large static beacon could be considered which would

be a permanent installation on the Blackmore Green. Mr Wilson summarised the events they wished to hold which included a picnic on the Green on the 4th June. There would be concession

stalls and light entertainment. They were also hoping to employ a Town Crier where he would

read out the official proclamation and at 9pm pipers and the Community choir would perform in

accordance with the official traditions as set out by Buckingham Palace (as previously circulated

to all members by the Clerk). This would lead to the lighting of the beacon at 9.15pm and official photographs. The Village Fayre Committee proposed the taller, medieval Oak and Iron brasier

beacon which would stand over 4 metres above ground level and 2 metres below.

This would remain as a permanent structure after the Jubilee which the Village Fayre would maintain. *Costs for this type of beacon were not yet known. (The smaller mobile version was £490 + VAT).*

Action: Dave Wilson will supply the Clerk with a copy of his presentation which she would circulate. It was agreed that it would be added to the October POS meeting for further consideration. A formal planning application would have to be submitted as it sits within the Conservation area and the BBC Heritage Officer would also have to be consulted if the PC agreed.

0073 PROGRESS CHECK – Nil

0074 **CORRESPONDENCE** – Nil

0075 **REPORTS OF BOROUGH AND COUNTY COUNCILLORS**

- Cllr Jakobsson and Cllr Bridge had circulated their Borough reports ahead of the meeting and these were accepted. Cllr Bridge added that the BBC revised LDP should be going out to consultation next week for the next 6 weeks.

Cllr Wagland reported at the meeting:

- She had attended the latest SEP (Safer Essex Partnership) meeting and ECC is currently working on budgets.
- In relation to the complaints received regarding dislodged kerb stones in Plovers Mead as a result of heavy goods vehicles and construction work lorries parking on the pavements, she advised that if residents could collect vehicle information and photographs it would be easier to enforce this.
- In relation to the speeding complaints received, including the smaller road of Pettits Lane, Cllr Wagland advised that community speed watch sessions are now back up and running which the PC volunteers could organise and attend. The SEP website has further information relating to Community Speed watch locations etc.

POLICY & RESOURCES

0076 **Finance - Payments made online:**

S Clapham -

Pension -

HMRC -

R Nelson –

Town & Country Landscape Co. Ltd. - £895.00 (+ VAT) – casual grass cutting in Back Lane, Outings Lane Junction and agreed maintenance at the pond island.

NBB Recycled Furniture - £1455.00 (+ VAT) – the purchase of 3 new memorial seats for the Green, Blackmore (being reimbursed) – Names of those commemorated: Mark Holmes, John and Joan Fleetwood and Ken Smith).

Deckanon - £1710.00 – Refurbishment of Mill Lane cabin slide roof (accrued in last year's accounts).

Kelhatch Press - £1160.00 (+VAT) – Publishing Herald PC Year Book.

MDL - £798.64 (+VAT) – grass cutting.

BBC - £975.00 (+VAT) – bin emptying – inv. no.100368148 – period 1/4/21 – 30/6/21.

Town & Country Landscape Co. Ltd - £522.00 (inc.VAT) - Mill Lane bramble maintenance trimming - £115 plus Blackmore ditch and pond maintenance works (£320).

Payments made on the PC Credit Card - £100.00 – Garden Centre Vouchers to Mr and Mrs Smith for producing the Parish Year Book.

Cash drawn - Nil

Transfers – Nil

Income/receipts:

£1521.00 – Blackmore Village Hall – reimbursement of August PWLB loan.

£1900.00 – Tipps Cross R. Hall – second quarterly admin fee.

£4,943.92 – Quarterly VAT refund.

£45.00 – 1 x mini bus hire fee paid online.

Membership renewals/subscriptions: Nil

0077 **Financial Report to 31st August 2021**

Mrs Nelson reported on the financial reports as distributed prior to the meeting as outlined above. All approved with no amendments.

Financial Powers

- 0078 **BBC precept overcharge** – The Clerk reported that she still not received an acknowledgement of receipt of her letter to Alex Burghart, MP. **Action:** Clerk to send an emailed copy of the letter requesting a response.
- Double Taxation** – meeting on hold until such time that the above issue is resolved.

PLANNING COMMITTEE

- 0079 There had been a Planning Committee meeting on 19th July and the following applications were considered. All reports and minutes were emailed to the BBC Planning Department, as circulated ahead of the meeting. These were received and accepted without further amendment.
- 21/01157/HHA – 31 Plovers Mead, Wyatts Green, CM15 0PS – no objection.
 - 21/01216/HHA – Bendameer, Hook End Rd, Hook End, CM15 0HB – no objection.
 - 21/01192/FUL – Land at Greenfields, Hay Green Lane, Hook End, CM15 0QE – no objection.
 - 21/01135/HHA – 6 Glen Hazel, Hook End, CM15 0PE – Objection raised.

PARKS & OPEN SPACES

There had been a POS Committee meeting on Monday 13th September 2021 at 10.00am via Zoom. Mrs Nelson will shortly be circulating the meeting minutes. The following items of business were discussed:

- 0080 **Annual (RoSPA) play area inspections 2021**
Pending installation date from Playquip Leisure:
- **Ted Marriage (Toddler swings)** – Replacement metal legs to the ground sections of the wooden toddler swings.
 - **Three new gates** - Ted Marriage play area 2 new gates and the Mill Lane play area replacement gate.
- 0081 **Ted Marriage metal swings** – Deckanon had supplied a quotation to repaint the metal swings at £130.00 (+VAT). Expenditure was proposed and approved by the POS Committee. The Clerk will action the works with Deckanon.
- 0082 **Ted Marriage tree survey** - scheduled with John Sharpe on Friday 17th September 2021.
- 0083 **Wooden Memorial Seat (near to the War Memorial)** – The family members of Dorothy Mears could not be traced. The PC decided to replace with a composite seat commemorating the fallen. The old plaque would be stored should the family contact the PC in the future and other options could be agreed at that time. This was proposed by Cllr McCarthy and unanimously agreed. **Action:** To be added to the next POS Committee meeting agenda so the wording could be considered. The Clerk will then order the seat and plaque from NBB Recycled Furniture.
- 0084 **Two new planters outside the Old Post Office** – The POS Committee had recommended the purchase of two new ‘Harlow’ planters totalling £920.00 (+VAT). This was proposed by Cllr Keeble and unanimously agreed. **Action:** The Clerk advised that the ECC Locality Fund of £1250.00 could be used to fund this project plus the planting of them in the Autumn. The Clerk will apply for the funding with Cllr Wagland and purchase them through NBB Recycled Furniture.
- 0085 **MDL – grass cutting contracts** – Trevor Pharaoh had contacted the Clerk advising his retirement in 2022 and the necessity to terminate future contract renewal with the PC as Luke would only be handling local contracts. **Action:** The Clerk was asked to arrange a meeting

with them to review the contracts and costs to establish whether the working relationship could continue in 2022. *The Clerk has this in hand and is awaiting a response.*

0086 **Millennium Park – hedge trimming (car park boundary)** – The work has been completed.

0087 **Christmas lights switch on date** – To be discussed at the next POS meeting.

0088 **CLERK’S REPORT (Governance)**

- **Website** – A meeting to be organised to discuss the Social Media Policy – *Cllr McCarthy and the Clerk to organise.*
- **Parishioner of the Year Award** – Cllr Keeble proposed Nurse Anne at the Doctors surgery and Cllr McCarthy wished to propose Ted Hall, the long-standing Chairman of the Tipps Cross Remembrance Hall as well as a previous long standing Parish Cllr and former Chairman. Both nominations were unanimously agreed.

Currently, nominations had been set and agreed by PC Members but the setting up of a formal qualification and application process was discussed and found to be best practise going forward. The Clerk had contacted BBC regarding the polic for the Civic Awards as this may help inform the PC’s own policy for future award nominations. Response pending.

0089 **DATE OF NEXT MEETINGS** –

Planning – TBC - Zoom

Parks and Open Spaces – 18.10.21 at 10.00am – Zoom.

Ordinary Parish Council - 21.10.21 – 7.30pm – **Tipps Cross Remembrance Hall**

INFORMATION EXCHANGE/NEXT AGENDA ITEMS

0090 Cllr Cannon mentioned the obstruction of various pedestrian pathways in Blackmore. Cllr Cannon will provide the Clerk with the location of the properties in question so she can write to the residents asking them to undertake the appropriate works to clear the pathways.

CLOSE OF MEETING

There being no further items of business, the meeting closed at 9.00pm.

Signed..... *Dated*