

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

Held on Thursday, 21<sup>st</sup> September 2017 in the committee room of Tipps Cross Remembrance Hall.  
Commenced at 7.30pm.

Members present: Cllr McCarthy, Cllr Keeble, Cllr Bennett, Cllr Mason, Cllr Watley, Cllr Lockhart, Cllr Dean, Cllr Lennon. Parish Clerk Susan Clapham and RFO Mrs R Nelson present. Also present: County Cllr Lesley Wagland, Mr T Smith (Herald Magazine Editor).

**0478 APOLOGIES FOR ABSENCE**

Cllrs Thomas, Cannon, Hughes. Borough Cllr Aimi Middlehurst.

**0479 AMENDMENTS TO MINUTES**

Nil amendments. The July 2017 minutes were signed as a correct record by the Chairman.

**0480 DECLARATION OF INTEREST**

Nil.

**0481 OPEN FORUM**

Four members of the public were present: Wyatts Green residents - Allan Smith, Michael Philpott, Derek Claisse and John Rayburn. They raised the subject of speeding along the Wyatts Green Road and questioned if anything could be done to tackle this problem.

They could recall two deaths in the past ten years but felt it was only a matter of time before there was another fatality based on the continual speeding and heavy goods vehicle using the roads. They also said that the Vehicle Activated Speed signs did not always work and were therefore ineffective at slowing traffic. They had noted a police speed check being carried out on Wyatts Green Road approximately six months ago and only one person was actually caught at around 11am mainly because the sight of an officer in a hi-vis jacket makes people slow down before they are caught. They were concerned that with traffic travelling so fast and with an area populated by elderly and infirm residents as well as children alighting school buses and having to cross this road, traffic control measurements were needed.

Cllr Keeble discussed the volunteer speed watch scheme ran by Brentwood Borough Council (BBC) and Mr Claisse put his name forward as a volunteer. He would attend a training session when it next became available with BBC in the use of a speed watch hand gun and Cllr Keeble would ask if a speed check could be carried out on the Wyatts Green Road.

Cllr McCarthy said that he had noted speeding traffic whilst tending to the phone kiosk near to Wyatts Green Lane and asked Cllr Wagland if ECC could offer any assistance with this. Regarding the VAS signs, Cllr Wagland advised that there was no immediate plan for ECC to repair any defective cameras and it would be more worthwhile the PC and residents obtaining the accident statistics and gathering as much information as possible to present to the ECC Local Highways Panel. Cllr Wagland discussed the complexities of qualifying, approving and implementing such schemes but was prepared to assist the PC to get it through to the LHP for consideration. Cllr McCarthy advised the residents that whilst it was the responsibility of ECC to approve any such road traffic calming measures, the PC would support and petition this on behalf of the residents.

The Clerk asked Cllr Wagland her views on police speed checks being carried out using positioned surveillance monitoring equipment which would check the speed of vehicles over a period of time. The Police had previously advised they could undertake this scheme for the PC which would supply evidence of speeding which could then be passed to ECC. Previously ECC Cllr Naylor had said that ECC would not support this and the Clerk was asked not to proceed. Cllr Wagland concurred with her and said that this surveillance operation would not be supported or recognised by ECC as it would need to conform to ECC's standards if it was to be taken into account by the LHP.

After considerable discussion, it was left that a meeting would be set between the PC and Lesley Wagland to discuss a more appropriate way forward with ECC.

**0482 PROGRESS CHECK**

Nil

## CORRESPONDENCE

Nil

## BOROUGH & COUNTY COUNCILLOR REPORTS

### **0483** Borough Cllr Keeble reported as follows:-

- ! BBC had called an extraordinary meeting to discuss the LDP and the revised housing number allocation. BBC now needed to provide 8,000 new houses by 2033. There would be a public consultation coming out in November/December 2017 and the LDP was scheduled to be submitted to the Inspectorate in October/November 2018.
- ! It was estimated that the Brentwood multi storey car park only had a remaining 5 years life expectancy. BBC had agreed to spend approximately 2.4 million pounds on it which should extend its life expectancy to between 10-15 years.
- ! BBC currently reviewing its assets to raise funds.
- ! Still pending a decision on the Police/volunteer speed checks being organised by BBC.

### County Cllr Wagland reported as follows:-

- ! The ECC Mobile Library consultation is underway. She urged as many people to make representations. *Terry Smith will report under Herald magazine item.*
- ! In view of the increase in LDP house numbers required to fulfil demand, she urged people to complete the consultation questionnaire and put their views across.

## REPORTS OF COMMITTEES

### POLICY & RESOURCES COMMITTEE

### **0484** FINANCE

ACCOUNTS FOR PAYMENT – The Clerk presented the following payment schedule. Cheques were circulated for signing.

<u>£</u>	<u>Addressee</u>	<u>Description</u>
CHEQUES:		
237.50	Tipps X R Hall	Parish office rent
1800.00	Starburst	Fireworks deposit
539.88	Terry Smith	Herald mag. Inc. £114.88 expenses reimbursed
5.00	EALC	chairman's course – balance amount
1500.00	Kelhatch Press	Herald – inv. 3690
1920.00	I Pave Essex Ltd	replenished cockleshells – Millenium Pk
132.00	Mark Harrod Ltd	34258 – B/More goal post sockets

### ONLINE PAYMENTS VIA UNITY TRUST BANK:

-	Essex Pension Fund	pension contribution
-	S Clapham	Clerk's salary
-	HMR&C	Clerk's TAX & NI contributions
-	Mrs R Nelson	Book keeping
1271.82	MDL	Grass cutting – inv. 946
260.00	Total Landscapes	weed & tidy Blackmore roundabout and war memorial. Also to remove posts & chains from Horsefayre Green

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: As advised by the Clerk – BACs remittance advice: £1158.99 for VAT refund for period 1/4/17 to 30/6/17

### **0485** FINANCIAL REPORTS: Financial Reports to 31<sup>st</sup> August 2017

Reports were distributed prior to the meeting. All was in accordance with the reports with no amendments or queries. Mrs Nelson reported that the grass cutting was slightly over budget on the contract side but this was balanced by the casual cutting which was lower, and it was still considerably lower overall on previous years. The legal fees of £750.00 for the renewal of the Walter Hobbs Lease had been placed under accruals. The Blackmore football and cricket rents were due October/November and were to be invoiced shortly.

It was **RESOLVED** that:

- (i) the statutory basis for this item be noted as the Accounts and Audit (England) Regulations 2011; and,
- (ii) The August 2017 Financial Report be noted with no other action necessary.

**0486 FINANCIAL POWERS:**

Copies of the Policy and Resources meeting held on 17<sup>th</sup> August had been circulated prior to the meeting. Cllr Bennett advised that there were refurbishment reserves of £20,963, less £3,000 for the MUGA project giving a balance of £17,963. There was also a play equipment reserve of £13,818.

**0487 MUGA RESURFACING PROJECT**

Cllr Keeble reported that that MUGA 3G resurfacing works were due to commence on Monday 25<sup>th</sup> September and should be completed within two weeks. The new tractor will be stored in Barney's lock up.

**0488 REVIEW OF STANDING ORDERS**

These are being reviewed with Cllr McCarthy, Mrs Nelson and the Clerk.

**0489 REVIEW OF RISK ASSESSMENT PROCEDURES**

These are being reviewed. Copies had been circulated to all councillors. Cllr Bennett made some observations on the draft document which Mrs Nelson would amend. Copies would be circulated to all councillors before the next PC meeting in October.

**0490 MAGAZINE COMMITTEE**

Terry Smith reported on the Mobile Library Consultation. The current 550 mobile library stops was being reduced to approximately 200. The service would be 7 days per week, with 2 vehicles instead of 9. If the proposals were to go through, it meant no changes to our Parish services due to the fact there are no static libraries nearby.

**PLANNING COMMITTEE**

**0491 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.

19<sup>th</sup> September – Applications discussed:

**17/01447/FUL** – 8 Meadow Rise, Blackmore – Single storey side and rear extensions – No objection.

**17/01421/FUL** – 13 Wyatts Green Lane – Extensions to fire damaged property – No objection.

**17/01384/FUL** – 16 Beehive Chase, Hook End - Single storey rear extension – No objection.

**17/01183/S192** – 16 Beehive Chase, Hook End – Application for lawful development certificate in respect of rear outbuilding – Objection raised.

**17/01391/TPO** – Jessops, Mountnessing Rd, Blackmore – Pruning and felling 28 different trees – No objections.

29<sup>th</sup> August - Applications discussed:

**17/01192/PN42** – 16 Beehive Chase, Hook End – Rear extension and new garage in rear garden – No objection to the 5M deep rear extension but object to the proposed outbuilding/garage at the end of the rear garden.

**17/01241/FUL** – Cherry Trees, Poplar Close, Blackmore – Replacement driveway and wall to front and side of dwelling including gates access. Replacement of footpath to dwelling – Objections made. Refer to committee meeting minutes.

**17/01138/FUL** – Fourways, Hook End Road, Hook End– Raise height of ridge, 2 storey rear and 1<sup>st</sup> floor extension. Construction of new entrance porch and alterations to fenestration – No objections. The application complies with CP1(i) & (ii) in the Local Plan.

**17/01184/FUL** – Great Oaks Farm, Wyatts Green Lane – Construct detached stable block and tack room/tractor store – No objections providing that there are no future changes of use from that described in the application.

**17/01294/FUL** – Little Jericho, Church St, Blackmore – New single storey side extension and addition of roof lights – No objections – some concerns raised (refer to meeting minutes).

**17/01130/FUL** – Manor House, Hay Green Lane, Hook End – Add 3 dormer windows to rear – Permitted development. No objections.

1st August - Applications discussed:

**17/01106/FUL** – Willow Pond, Hook End Lane – Front and side extensions – No objections.

Cllr Lockhart (committee chairman) read out his report in respect of the reports and the following points were noted:

Cllr Lockhart and Cllr Keeble had attended a seminar at BBC, Town Hall, on 5<sup>th</sup> September entitled ‘The Planning Process’. Cllr Lockhart raised the question of enforcement. Rather than issuing court orders or injunctions, they seem to prefer less confrontational options of offering compromises and trade offs with applicants. They could not give any examples where court action has resulted in the demolition of unauthorised work. Cllr Keeble asked the question of how much weight planners attributed to comments made by the Parish Councils. Very much so, BBC replied, as those in the parishes have local knowledge which BBC planners might not be aware of.

On 6<sup>th</sup> September, Cllr Lockhart and Cllr Watley represented the PC at the BBPCA meeting at Mountnessing. Cllr Watley had raised the subject of not being able to refer planning applications to full BBC and other parishes also have a problem with this. This is something the BBPCA will try and tackle.

#### **0492 OUTSTANDING ENFORCEMENT ISSUES**

As noted on the planning reports submitted to BBC. Cllr McCarthy reported that we were still waiting for a response from BBC following up the meeting held with them on 7<sup>th</sup> August at the Town Hall regarding Oak Tree Farm. BBC had said it should have news after their first meeting back in September after the August recess, and prior to the PC meeting – nothing received to date.

#### **PARKS AND OPENS SPACES COMMITTEE**

There was a meeting of the Committee on 14<sup>th</sup> August and 18<sup>th</sup> September and copies of the minutes were distributed prior to the meeting.

The Council received and accepted the Committee meeting minutes. The following items were discussed:

#### **0493 Action Plan for the Year**

To be added to the next P&R (Policy and Resources) agenda.

The committee had discussed the future of the recreation spaces at Mill Lane, Ted Marriage and Walter Hobbs. It was suggested that Mill Lane be converted from a play area perhaps to a wild flower and picnic park. The whole parish would be consulted on this and suggestions would be considered – this is to be organised in the future before any decisions are made.

The Clerk is obtaining quotes for a zip wire and a football kick wall at the other two parks along with swings at Walter Hobbs. The Clerk is making enquiries and submitting an application for grant funding through the ECC CIF Response funding scheme.

#### **0494 Removal of the posts and chains on Horsefayre Green, Blackmore (outside the Leather Bottle pub)**

Cllr Mason reported that a complaint had been received from a Blackmore resident regarding their removal. The complainant felt that these were installed to commemorate the Queen Victoria and Albert wedding. However, Cllr McCarthy had researched the history of these and could find no archived evidence supporting this. It was felt by the Council that these were not only an ongoing maintenance cost but were more importantly a hazard as many people had tripped over the chains due to the fact that they were usually sagging onto the ground because people either trod on them or

tripped over them. After discussing this, it was agreed that as it would be difficult for cars to illegally park on the grass due to the low overhanging perimeter trees, the notice board and the seat, chains and posts were not necessary. It was unanimously agreed that no further action required.

**0495 Planters**

The Clerk is to place the Autumn/Winter order with Matthews Plants **Action: Parish Clerk**

**0496 Bus Shelters**

The PC wished to thank Cllr Lockhart for taking the time recently to clean and tidy the Parish bus shelters. These were looking much nicer now.

**0497 Granary Meadow flooding**

The Clerk and Cllr Mason will meet with Cllr Wagland to discuss ECC's proposals as the PC had undertaken the clearing of the ditches in the Ted Marriage Field.

**0498 Play area inspections**

The committee members were reminded to submit the inspections with the Clerk on a regular basis.

**0499 Bin to be secured outside Barney's store -Action: Parish Clerk to organise with Total Landscapes.**

**0500 Cockleshell footpath, Millenium Park – Replenished by IPave – **Cheque to be signed****

**0501 Ponds, Blackmore – Working party to be organised. **Action: POS committee.****

**0502 On ECC's list of outstanding items (with Cllr Lesley Wagland)**

\*Dislodged kerb stones Plovers Mead and corner of Blacksmiths Alley (by the old school house).

\*Blackmore roundabout road markings (Nine Ashes Road side are missing)

\*Granary Meadow flooding

\*VAS signs not working, particularly the one outside Blackmore Primary School

**0503 FIREWORKS EVENT – SATURDAY 4<sup>th</sup> November**

The following approvals were sought as suggested by the Fireworks committee who had met on 2<sup>nd</sup> August:

\***Proposed change in ticket price** – Family Tickets: Increased to £15 per two adults and two children aged under 16 (was 14). Extra individual children £3 each (was £2). Adults to remain at £5.

\***Proposed change of entry and admission gates** – all visitors would be filtered into the village hall to gain entry and filtered out onto the Millenium Park. No admission would be permitted via the field itself. Glow sticks etc would also be sold in the village hall.

\***Fireworks Budget**- Approval of the £3,500 budget for the purchase of the fireworks.

\***Glow sticks** - The purchase of 500 glow sticks at a cost of £160 plus VAT which the Clerk would organise.

\***The cash float** to be increased to £700 (from £650 last year). To be organised by the Clerk.

\***Publicity** – Terry Smith would organise the large A3 laminated parish posters and the Clerk to advertise on the notice boards and facebook.

The above items were proposed by Cllr Keeble and unanimously agreed.

\*The next fireworks committee meeting is scheduled for 3<sup>rd</sup> October – 7.30pm.

\*PC Volunteers needed to assist on the night to man the gates and marshall the event.

**0504 Phone kiosk – Mini lending library**

Cllr McCarthy reported that books now furnished the shelves in the kiosk. All book donations for the time being should ideally be received by the Parish Clerk to avoid books being dumped onto the kiosk floor etc.

**0505 Vandalism**

The Clerk has processed the Insurance claims for the two vandalised picnic benches (one at Walter Hobbs by the zip wire and one in the Millenium field) as well as the fencing at Mill Lane. Pending decision. The Clerk has filed these with Essex Police.

**0506 Autumn Litter Pick – 21<sup>st</sup> October at 10am**

The Clerk to order heavy duty bin bags and to hand out the hi-vis tabards and the litter pickers from stock.

**0507 NAT's Team, BBC**

In the parish from 16<sup>th</sup> October – All jobs to be passed to the Clerk or Cllr Keeble

**CLERK'S REPORT**

**0508** The Clerk reported there are two casual vacancies. One for Blackmore and one for Hook End & Wyatts Green.

**0509 Parish Wheelchairs**

The Clerk reported that the company who had previously serviced the wheelchairs no longer existed. She had tried a couple of local companies for quotes but none had come back yet, even after continually chasing. There are two wheelchairs in store that are not 'road worthy' at present. She had obtained prices to replace these with new lighter weight travel wheelchairs at a cost of £59.99 plus VAT. It was proposed by Cllr Watley and unanimously agreed that the Clerk go ahead and purchase two replacements. **Action: Clerk to purchase**

**Meeting dates:**

Parks & Open Spaces	16.1.17- 6.30 pm	Tipps Cross Remembrance Hall
Planning	17.10.17 - 5.45 pm	Blackmore Village Hall
Parish Council	19.10.17 – 7.30pm	Tipps Cross Remembrance Hall
Fireworks committee	3.10.17 – 7.30pm	Tipps Cross Remembrance Hall

**0510 Finger Posts**

The Clerk and Cllr Lockhart have applied for an ECC CIF grant. Pending decision November/December.

**0511 Public Engagement – (Facebook)**

All OK.

**0512 No 61 Bus service – A meeting to be scheduled with the Parish Council, Doddinghurst Parish Council and ECC along with the new operator once the service has been underway to produce feedback on its use. It was still felt locally to be under-used outside of peak times.**

**0513 Review of bus stop location at Mill Lane**

The Clerk and Cllr McCarthy met with an ECC officer, Andrew Scullion after Cllr McCarthy had been contacted by an elderly resident and bus user. She had reported two recent road accidents whereby two people were hit by cars and hospitalised after they had tried to cross the road on the dangerous bend after alighting the bus. Andrew Scullion had proposed a suitable change of location for the buses to stop and the Clerk had submitted an LHP (Local Highways Panel) application form for ECC's consideration – A copy of this was passed to Cllr Wagland at the meeting - Pending outcome. The termination bus stop in Blackmore, near to the Chelmsford road by the ponds were also visited – it was agreed that ECC would put a sign there to say that it would no longer serve as a bus stop and would only be a turning point for the No. 61 bus.

**0514 Walter Hobbs Lease Renewal**

Lease signed and dealt with – can be deleted from the agenda.

**0515 BLACKMORE VILLAGE HALL**

**Subsidence at the Village Hall complex** – Pending contact from the Engineer at UK Power Network Co. Regarding the lopping of the trees at Service Lane. Cllr Keeble and the Clerk continue to chase.

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

**0516 BBPCA membership and EALC membership**

Cllr McCarthy reported that a dispute had recently occurred with Doddinghurst PC and the EALC (Essex Association of Local Councils). Doddinghurst PC had decided to withdraw its membership to the EALC to save costs. However, as a result of this, Cllr Peter Davey, the EALC representative, had advised that they were not then permitted to be a member of the BBPCA and excluded Doddinghurst's attendance at future BBPCA meetings. This was felt to be wrong. The BBPCA's constitution does not mention any relationship with the EALC and the BBPCA was formed by the Brentwood Parish Councils to deal with and tackle local issues and improve the relationship with the parished areas and its governing district council, Brentwood. The Council agreed with Cllr McCarthy and full support would be given to Doddinghurst PC and he would write a letter of support which he would send to the Chairman of Doddinghurst PC and the CEO of the EALC.

**0517 Enforcement Issues**

Cllr Wagland reported that she will be attending a meeting with Phil Ruck, BBC CEO and Phil Drane, Head of BBC Planning, to discuss planning enforcements. She would be keen to take forward any planning enforcement issues on our behalf. **Action: Cllr Wagland**

END: There being no further business, the Meeting was closed by the Chairman at 9.40 pm

Signed (Chairman): \_\_\_\_\_ Date: \_\_\_\_\_