

BLACKMORE, HOOK END & WYATTS GREEN PARISH COUNCIL

MINUTES

Of the Ordinary Meeting of the Blackmore, Hook End & Wyatts Green Parish Council held on THURSDAY 22nd April 2021 at 10.00am

Zoom Conference Meeting:

Members present: R Keeble (Acting Chairman), N McCarthy, K Bennett, H Cannon, A Watley, T Hinton, T Thomas. S Clapham (Parish Clerk) and R Nelson (RFO). Borough Cllr Peter Jakobsson. Mrs and Mrs Smith – Herald Magazine Editors.

1484 APOLOGIES FOR ABSENCE

Cllr V Dean, Cllr T Lennon, Cllr T Lockhart.

1485 APPROVAL OF MINUTES – 18.3.21

The minutes were signed as a correct record by the Clerk on the Chairman's behalf.

1486 DECLARATION OF INTEREST (for items on the agenda): Nil

1487 OPEN FORUM (for Public Attendees) – none registered with the Clerk

1488 PROGRESS CHECK – Nil

1489 CORRESPONDENCE –

1. Cllr T Lennon's letter of resignation, as read out by the Clerk.
2. WWF wildflower meadow campaign – The Clerk circulated the information received. This will be added to the POS Committee agenda for consideration.
3. Email from Edwin Fisher registering his complaint regarding the incorrect sign leading into Blackmore village. It reads 'Blackmore Parish' rather than the full parish name of Blackmore, Hook End and Wyatts Green. The Clerk had reported this with BBC previously asking if the sign could be changed but BBC said it was too expensive to replace road signage and in their opinion it wasn't warranted. The Clerk will pass this onto the BBC ward Cllr to progress.

1490 REPORTS OF BOROUGH AND COUNTY COUNCILLORS

- Cllr Jakobsson was in the process of canvassing for the local Borough Council Elections. He reported it had been a quiet month and had nothing new to report.
- Cllr Keeble reported he had made a complaint to BBC about the dangerous road closure in Wyatts Green whilst the drain cover was being repaired.

POLICY & RESOURCES

1491 Finance - Payments made online:

S Clapham -

Pension -

HMRC -

R Nelson -

Pitchcare/Agrovista – £418.00 - Fertiliser for Walter Hobbs

Neil McCarthy - £287.76 – reimbursement of two Zoom licences

EALC & NALC - £662.59 – 2021/22 affiliation fees

Total Landscapes – £150.00 To supply and install 2 new boot brushes at Ted Marriage

MD Landscapes - £906.60 (inc.VAT) – Grass cutting inv. no. 612

Town & Country – £1706.40 (inc VAT) for tree and pond planting work carried out

Playquip Leisure - £13,279.94 (inc.VAT) – New zip-wire at Ted Marriage plus Blackmore zipwire repairs – inv. no.8826.

Holmes & Hills - £4950.00 (+ VAT) – Balance of LDP Legal fees

Insurance Renewal due 1st June 2021 (Zurich Insurance): **£1,846.61**

NOTE: (2020/21 rate was £1,813.43)

Long Term agreement period ends 1st June 2025 as agreed last year

Payments made on the PC Credit Card:

Amazon - £23.59 - printer cartridge

Cash drawn - Nil

Mini bus: Still Temporarily out of use & off-road SORN declaration.

Subject to Govt. guidance at the time, the bus could potentially be hired out from 21st June. It was agreed that the Clerk will declare the car back on the road nearer to this time and will organise the Road Tax and MOT. It was also agreed that a full Annual service may not be needed as the car had been off the road and garaged for the past year during the Covid lockdowns. The Clerk will check with the garage whether it could be checked over instead. The Insurance Renewal due in May 2021 will be reinstated by the Clerk with full cover being put back in place.

Income/receipts:

£48,710.50 received by BACs for first half of the annual precept.

£1,850.00 – Quarterly Admin fee from Tipps Cross Remembrance Hall

Membership renewals/subscriptions: Nil

1492 Financial Report to 31st March 2021

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

Cllr Bennett reported that with the payment of the last Holmes and Hills LDP legal invoice this had exceeded the legal budget. It was also noted that 5% of the 10% increase to this year's precept was due to the LDP legal costs.

Financial Powers

1493 End of Year Accounts –

Mrs Nelson and Cllr Bennett are preparing the year end accounts. The Internal Audit has provisionally been booked for 3rd June.

1494 MAGAZINE COMMITTEE – Parish Council Year Book (2021/22)

Mr and Mrs Smith reported that 107 letters had been sent out to advertisers and 64 had replied to date. So far the feedback had been very promising and meant that the publication costs would be met with a small profit element. £1640 in income had been received or confirmed. There were currently 42 pages of adverts confirmed. The printing costs were estimated to be £960 and postage £200. There is a £400 debt carried over from last year but it was hoped that this could be covered within this year's profit element. Cllr Watley enquired whether the front and back covers could be in colour instead of black and white. Terry Smith obtained a quote of £250.00 to do the front and back and inside front and back covers in colour. Cllr Bennett proposed that this expenditure be approved which was unanimously agreed. Terry Smith would organise this with the printer.

PLANNING COMMITTEE

1495 Planning applications were dealt with by Committee Members on 1st April, and the Planning Committee Chairman emailed the reports to the BBC Planning Department. The reports were approved by full Council. The Clerk read out the report in the absence of Cllr Lockhart:

Planning applications considered:

- **Rowan House, Hook End Road** – front extension & 1st Floor rear extension – **21/00391/HHA** (*no objection*)
- **Spinney Lodge, First Avenue** – new 2 storey side extension **20/011687/HHA** – resubmitted application (*objection – same grounds as before*)

Further to the Planning Committee’s previous comments on Spinney Lodge, they felt that it was not so much an extension, but a potential new dwelling and there would be too much temptation in the future to seal up the interconnecting door and attempt to sell it off as an independent end of terrace residence

Cllr Lockhart had reported back on the reply from BBC to his email complaining about the approval decision given to the concrete garage in the front garden along Outings Lane.

Peter Mason showed Cllr Lockhart a plan of a proposed large development of approximately 40 dwellings on Green Belt land adjacent to Plovers Mead which was causing him and his neighbours some anxiety. Cllr Lockhart noticed that the date on the plan was 2016. Cllr. Keeble said he would write to Phil Drane at BBC to enquire if he had any information about the site. Cllr Lockhart had since located a parish map where this and several other sites in the parish earmarked for potential future development are annotated as SA sites (Sustainability Appraisal) (of the Brentwood Local Plan). The Plovers Mead site is certainly not included in the current LDP sites off Redrose Lane which the Inspectors are currently considering. It was Cllr Lockhart’s interpretation that these SA sites are just a survey of land on a ‘reserve list’ for future consideration so that BBC can meet the Government’s housing target between now and 2035. Any future proposals will have to go through the normal consultation and Inspectorate processes that the current LDP sites are doing.

Date of next meeting to be agreed subject to receipt of planning applications.

1496 **LDP Public Examination**

The Public Hearings have now concluded and the LDP is in the hands of the Inspectorate. BBC had issued responses online to some of the queries raised by the Inspector. Based on the legal advice from H&H, it was agreed that no further action or expense be incurred in relation to this at present. The money might be better spent at a future date but it was agreed that no further value could be added to proceedings at this moment in time. The Clerk will confirm this with both H&H and the BVHA.

PARKS & OPEN SPACES

There had been a POS Committee meeting on Monday 12th April 2021 at 10.00am via Zoom. The minutes, as circulated, were approved by the Council. The following items of business were discussed:

1497 **Annual (RoSPA) play area inspections 2021**

3 x £68.50 agreed with RoSPA who will be carrying out the inspections in May

1498 **Zip wires – Ted Marriage and Walter Hobbs (Playquip Leisure)**

Ted Marriage new zip wire completed along with the Blackmore repairs – invoice received for payment.

1499 **Works required on the Green, Blackmore**

- **Footpath repairs and reinstatement by the pond** – A further quote had been received and the POS Committee had recommended that the expenditure of £2,800.00 be approved and that the work should be undertaken by Reuben Davies of Davies Landscapes. Approval was recommended by Cllr Watley and unanimously approved.

1500 **Millennium Park – cockleshell footpath – Quotations received**

- To purchase cockleshells £896.00 (+VAT)
- Neil O’Riordan quoted £950 (+VAT) to lay them

The POS Committee had recommended that the above expenditure be approved. Approval was proposed by Cllr Watley and unanimously agreed.

1501 **The Keep Britain Tidy Campaign** between 28th May to 13th June 2021

The POS Committee had set the date of **12th June** to carry out the Parish Litter pick. The Clerk had informed Terry Smith and had registered the event with the Campaign organisers in the usual way. 1,000 Free blue bags had been received by the Clerk and were available from the office.

1502 **Charitable events on the Green, Blackmore – enquiries**

The POS Committee recently considered two applications to join Pamela Rue over the Bank Holiday weekend of 31st May for her Charity fund raising event.

- Hugh Rayner (local artist) – Approval recommended by the POS Committee as all proceeds were for charity and not for profit.
- OT Hill Billies (local musicians) – Approval recommended by the POS Committee as they would be playing free of charge and not for profit.

The Parish Council was in support of the above, as proposed by Cllr Watley and unanimously approved.

1503 **Memorial requests – The Green, Blackmore**

Policy to be reviewed 22nd April – (Later rescheduled for 23rd April)

The POS Committee recently considered two applications for memorial benches on the Green. The Committee decided to meet on site on 22nd April to consider where new benches/ planters/shrubs/plaques could be ‘sponsored’ and a list to be drafted up. Once this is established the PC can inform the residents what is available.

Note: Peter Wood’s memorial seat has now been installed by Total Landscapes.

1504 **New parish planters**

Policy/rolling programme to be reviewed 22nd April – (Later rescheduled for 23rd April).

The planters would be reviewed at the same time and a list of those in need of replacement prior to new planters being installed would have to be drawn up on a rolling programme as priority.

1505 **CLERK’S REPORT (Governance)**

- Accessibility compliant website – Cllr McCarthy advised that he was hopeful that the website would go live on 21st May. There had been delays in obtaining the .gov.uk website and he was awaiting confirmation of the new domain name.
- Local Elections – 6th May 2021 – The Clerk had received confirmation that all Cllr’s Election forms had been processed and BBC confirmed they were uncontested. There are currently three vacancies which the PC has a duty to fill. The Clerk had received details from three applicants after the Local Elections application cut-off date so the Clerk will check with the BBC Elections Department if they can be co-opted.

1506

DATE OF NEXT MEETINGS –

POS – 17th May 2021 at 10.00am – Zoom.

PC – 20th May 2021 – time and venue to be confirmed subject to Govt. legislation regarding face-to-face and remote meetings.

Planning – TBC – Zoom.

INFORMATION EXCHANGE/NEXT AGENDA ITEMS

1507

Cllr Keeble advised that the Village Hall Committee had met to consider the option of having a 4G football pitch but decided not to proceed as a suitable location could not be found.

CLOSE OF MEETING

There being no further items of business, the meeting closed at 10.50am.

Signed..... *Dated*