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FULL PARISH COUNCIL MEETING

MINUTES OF MEETING HELD: 9 June 2022, 7.45pm
VENUE: Seymour Pavilion, New Road, Ingatestone

Present:	Cllrs	J Winter (Chair)	C Russell	M Hart	P Davey
		D Sankey P Batchelor	P Poston L Emmett	M Marston	R Pittman
Absent	Cllrs	R Lee	P Jeater	R Whittow-Williams	A Farrant
Also		A Wood (Clerk and RFO)	CCllr Lesley Wagland	Andrea Pearson, Senior Policy Planner, BBC	1 resident

Prior to the commencement of the formal meeting, Andrea Pearson was invited to give an update on the progress of the Ingatestone and Fryerning Neighbourhood Plan and advised that we are currently at Regulation 17. At the end of this update, Ms Pearson and the resident left the meeting and the formal meeting commenced at 8pm.

- FC22/060 Apologies for Absence – for noting but not approval**
Apologies were noted from Cllrs Lee, Whittow-Williams and Jeater
- FC22/061 Announcements and Declarations of Interest**
None were presented.
- FC22/062 Public Participation**
No members of the public in attendance.
- FC22/063 To approve the minutes of the Full Council meeting held on 16 May 2022**
The minutes were approved will be signed by Cllr Winter next week as a correct record.
- FC20/064 Matters arising for report (but not for resolution)**
- Cllr Winter reported that next week she will be meeting with a consultant appointed by the Clinical Commissioning Group for Ingatestone and Fryerning to look at future health and social care facilities.
- FC22/065 To receive a verbal report from Borough and County Councillors**
- Cllr Sankey reported that he had received an induction at Brentwood Borough Council and will distribute an organisation structure after the meeting. Memberships of committees are:
Cllr Sankey – Audit and Scrutiny, Planning and Licensing (sub)
Cllr Hones – Housing, Planning and Licensing (sub)
Cllr Wagland – Audit and Scrutiny, Community, Environment and Enforcement (sub)
 - Cllr Sankey has been speaking to officers about Ingleton House (which will be on the next BBC Housing Committee agenda),

affordable housing, solar panels, vehicle charging points, maintenance of council properties and the pylon issue.

- Cllr Wagland gave an update on County matters. She is currently working on the surgery provisions for the area with fellow councillors, including the redevelopment of Ingleton House. She also reported that the Boundary Commission were looking at a possible 39 Borough Councillors for Brentwood, which is an increase of 2 and that Mountnessing might be separated from Ingatestone and Fryerning in terms of wards. Cllr Wagland advised that she had a budget of £5000 for awards for community and levelling up projects. Finally, there is a new pothole initiative being launched in Essex.

It was resolved to bring item FC22/68 (1) forward at this point and allow Cllr Wagland to contribute to the discussion.

FC22/068(1) Pylons across Ingatestone and Fryerning - to discuss recent meetings attended and possible actions arising

Cllr Hart circulated a report that he created following external meetings that he and Cllr Russell had attended on the matter. He advised that the objection would be based on the lack of alternative options provided by National Grid and what their evaluation model was. He also reported on the pinch points shown on the planned route and that the campaign will also focus on objecting to these sites. Cllr Wagland congratulated the parish council on their response so far and the community engagement. She advised that the County and boroughs are working on this matter and that this will be a long battle, and that pressure needs to be maintained. Cllr Wagland advised that County is keen for an under-the-sea approach and the way this Nationally Significant Infrastructure Project (NSIP) has been undertaken is questionable. She requested that the parish council also consider the recent Ofgem report on Storm Arwen in their future responses. *Cllr Wagland left the meeting at this point*

After a further discussion, it was agreed that the Planning and Highways committee will be meeting on Thursday and will be finalising a council objection to be sent immediately after the meeting. Cllr Batchelor agreed to formulate a letter for consideration at the meeting incorporating other parish council and councillors' responses.

FC22/066 Committee reports: to receive minutes, verbal reports, and proposals from Committees

1. **Planning and Highways** – Cllr Poston reported that the committee and AES school are working on 3 crossings in Ingatestone which will be submitted to the Local Highways Panel for consideration.
2. **Facilities** – no meeting in May
3. **Legal and Finance** – no meeting in May
4. **Communications** - Cllr Pittman reported that the Committee has distributed the pylons letter to households and on social media, along with contents of the next e-newsletter. The new Chair is Amy Farrant.
5. **Personnel** – no meeting in May
6. **Neighbourhood Plan Advisory** – nothing further to report except the Examiners letter is due next week

FC22/067 Working group updates

1. **Economic Development** – Cllr Batchelor - as per report circulated
2. **Climate Emergency** – Cllr Winter – meeting next week
3. **Health and wellbeing** – Cllr Marston reported that dementia support groups and training have been continuing and that the council's dementia action plan will be used as an exemplar for the county.

- FC22/068 Specific projects and discussions**
- Jubilee Community Picnic – The Clerk was formally thanked for the work she had undertaken in organising a successful event. It was estimated that about 500 residents attended, and positive feedback was received. It was suggested that a community picnic could become an annual event.
 - Ingatestone and Fryerning Nursing Trust – the request for confirmation of parish council nominated trustees was discussed and it was **RESOLVED that Cllr Lee and Cllr Marston are nominated to the Nursing Trust**
Proposed: Cllr Davey
All agreed
 - To note the parish council asset register – the Clerk presented the register, and it was noted by the council.
- FC22/069 Parish Council financial accounts**
- Profit and loss report for April 2022
 - Payments and receipts for June 2022
 - Bank reconciliation and bank statement for May 2022
 - Budget tracker report for 2022/23
- The above reports, payments and receipts were reviewed, noted, and approved by the council.
- FC22/070 To receive reports of external meetings attended by any Parish Councillor**
- Cllr Hart reported on a recent Brentwood Business Partnership meeting that he had attended.
 - Cllr Davey advised that the BBPCA met online and the issue of infrastructure and carbon neutrality in Ingatestone relating to the new housing developments was raised with Phil Drane from BBC.
- FC22/071 Items for inclusion in the next Agenda**
- Co-option of a new councillor update.
- FC22/072 Close of meeting**
The Chair thanked the councillors for their attendance and closed the meeting 9.17pm.
Date of Next Council Meeting: Full Council meeting on Thursday 14 July, 7.45pm, Seymour Pavilion

Appendix FC22/069 Financial accounts

No	Type	Date	N/C	Ref	Details	Gross B
Date: 01/06/2022						
Date From : 01/05/2022						
Date To : 31/12/2050						
Bank Payments & Receipts by Bank Account						
10730	BR	09/05/2022	4007	Ride London	Rode London Grant	500.00 R
10630	BP	17/05/2022	7550	zoom Apr 22	Zoom reimbursement Apr-May A Wood	-11.99 N
10672	BP	19/05/2022	6306	10004038125	Planting for Bell Mead community garden	-108.90 R
10705	BP	25/05/2022	2220	May 22 payroll	May 22 net wages	-4,825.34 R
10706	BP	25/05/2022	2210	May 22 payroll	May 22 PAYE	-724.00 R
10707	BP	25/05/2022	2210	May 22 payroll	May 22 Ee NIC	-307.84 R
10708	BP	25/05/2022	2210	May 22 payroll	May 22 Er NIC	-424.36 R
10709	BP	25/05/2022	2230	May 22 payroll	May 22 pension admin	-19.59 R
10710	BP	25/05/2022	2220	May 22 payroll	May 22 staff pension	-244.85 R
10711	BP	25/05/2022	2230	May 22 payroll	May 22 Ers pension	-924.87 R
10727	BR	25/05/2022	4900	126	Garden bags	10.50 N
10728	BR	25/05/2022	4004	127	Exclusive rights and interment Ennis BACS	8,874.60 R
10729	BR	25/05/2022	4004	128	Exclusive rights and interment Clark	447.30 N
10696	BP	26/05/2022	8204	645061	Parish Council insurance BHIB 1/6/22	-945.55 R
10719	BP	06/06/2022	6100	Lychgate repair	Balancing payment for Lychgate gate repair	-261.00 N
10718	BP	08/06/2022	7030	Jubilee M7	Jubilee picnic band payment	-325.00 N
10694	BP	10/06/2022	7550	A Wood zoom	Zoom reimbursement May-June A Wood	-11.99 N
10695	BP	10/06/2022	7502	179766608	Noticeboard magnets	-10.99 N

Date:	01/06/2022					
	Day Books: Supplier Payments (Summary)					
Date From:	01/05/2022					
DateTo:	31/12/2050					
No	Typ	Date	N/C	Ref	Details	Gross B
10653	PP	03/05/2022	JPB	JPB dd	Grounds maintenance monthly dd	3,931.74 N
10664	PP	03/05/2022	BRENTWOO	BBC so	4 x busines rates standing order	1,067.00 N
10755	PP	06/05/2022	ANGLIANW	Wave dd	Seymour water rates monthly dd	34.00 R
10756	PP	10/05/2022	POZITIVE	Poz dd	Lychgate electricity monthly dd	11.29 R
10715	PP	16/05/2022	BBALARMS	BB dd	Seymour alarm system cover monthly so	18.00 R
10587	PP	17/05/2022	TRADE	TUK69478	Ironmongery for seymour pavilion	2.50 N
10623	PP	17/05/2022	SLCC	SLCC239084-1	Clerk's membership to the SLCC annual fee	289.00 N
10627	PP	17/05/2022	LODGE	LIS x 2	IT support and phone / broadband x 2 invoices	369.00 N
10641	PP	17/05/2022	AMAZON	Amazon 1320	Shower descaler for the pavilion	25.86 N
10644	PP	17/05/2022	CSH	CSH x 2	Seymour bin emptying for April 22	228.53 N
10654	PP	17/05/2022	JPB	JPB 1350	Line marking and 2 x interments	288.00 N
10657	PP	17/05/2022	JK	JK x 2	Office and pavilion cleaning for April 22	820.00 N
10659	PP	17/05/2022	CDS	CDS 73483	Drainage survey and plan for cemetery	1,020.00 N
10661	PP	17/05/2022	PRINTWIS	PW 2239520	Tetrapak recycling monthly charge	79.46 N
10663	PP	17/05/2022	JMPAYROL	JM 34630	Payroll monthly fee	30.00 N
10669	PP	18/05/2022	ECOTRICI	Eco gas 756	Seymour gas monthly dd	18.90 R
10670	PP	18/05/2022	ECOTRICI	Eco elec 758	Seymour electricity monthly dd	70.61 R
10671	PP	18/05/2022	PLUSNET	PNet dd	Seymour wifi monthly dd	23.62 R
10697	PP	20/05/2022	VIRGIN	Virgin dd	Caretakers mobile monthly dd	8.40 R
10716	PP	25/05/2022	EBM	EBM dd	Printing and copying monthly dd	25.61 R
10689	PP	26/05/2022	SLCC	SLCC AGM	A Wood Essex SLCC AGM and training day	25.00 R
10691	PP	26/05/2022	BBALARMS	BB 2182	Installation of remote alarm access at Seymour Institute of Cemetery and Crematoria	96.00 R
10674	PP	31/05/2022	ICCM	ICCM4626	membership	95.00 R
					Phone calls, broadband and line rental monthly charge	
10676	PP	31/05/2022	LODGE	LIS61947	charge	62.45 R
10683	PP	31/05/2022	BL&S	BL&S46118	Spare Seymour keys cut	16.20 R
10752	PP	31/05/2022	JPB	JPB dd	Grounds maintenance monthly dd	3,931.74 R
10722	PP	06/06/2022	JK	JK x 2	Cleaning of the pavilion and office for May 22	590.00 N
					Fryerning bin and Fairfield dogbin emptying x 2 invoices (6 months)	
10681	PP	10/06/2022	BRENTWOO	BBC100385867	Microsift backup and IT support (new invoicing structure)	468.00 N
10685	PP	10/06/2022	LODGE	ICE20213	CAB vol 13 reference book as per agreed budget	126.00 N
10687	PP	10/06/2022	SLCC	SLCC508294-1	Office rent and service charge for quarter	141.80 N
10693	PP	10/06/2022	MS2	MS2 rent	3CX phone hosting monthly cost (new invoicing structure)	5,134.93 N
10724	PP	10/06/2022	LODGE	LIS61965	charge	36.00 N

BALANCES IN BANK ACCOUNTS DATED 31/5/22		253,987.89
Unity Trust Bank Current Account		42,435.35
Unity Trust Bank Savings Account		75,001.56
Petty cash		210.55
Redwood Bank		50,000.00
Yorkshire Building Society		86,340.43