

BLACKMORE, HOOK END & WYATTS GREEN PARISH COUNCIL

MINUTES

Of the Ordinary Meeting of the Blackmore, Hook End & Wyatts Green Parish Council held on THURSDAY 18th February 2021 at 10.00am

Zoom Conference Meeting:

Members present: R Keeble (Acting Chairman), N McCarthy, T Lockhart, K Bennett, H Cannon, A Watley, J Clarke, T Hinton. S Clapham (Parish Clerk) and R Nelson (RFO). Borough Cllr Peter Jakobsson.

1437 APOLOGIES FOR ABSENCE

Cllr Dean, Cllr Lennon.

1438 APPROVAL OF MINUTES – 21.1.21

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

1439 DECLARATION OF INTEREST (for items on the agenda): Nil

1440 OPEN FORUM (for Public Attendees) – none registered with the Clerk

1441 PROGRESS CHECK – Nil

1442 CORRESPONDENCE - Nil

1443 REPORTS OF BOROUGH AND COUNTY COUNCILLORS

- Cllr Jakobsson advised that he had reported the pot hole opposite Wenlocks Lane, Blackmore. It currently has a temporary fix and it was questioned how long this would last. He will also report the pot hole outside St Lawrence Gardens, Blackmore.

- Cllr Keeble reported on the following:
 - BBC had a pre-budget meeting. There is a £361,000 deficit. The rates increase is zero.
 - BBC are planning to hold the Local Elections on 6th May but this was still subject to the Govt. updates nearer the time. The Clerk had been contacted by BBC informing her that there would be a Clerk's online Training session ahead of the Elections which the Clerk would attend.
 - The NAT's Team were unable to carry out the works scheduled in February due to the snow. They would next be visiting 14th to 18th June. Lists to go to Cllr Keeble and the Clerk.

POLICY & RESOURCES

1444 Finance - Payments made online:

S Clapham -

HMR&C -

Pension -

R Nelson –

O'Riordan - £420.00 (inc VAT) New steps and grip strips at Walter Hobbs footbridge

Mrs L Cooper - £50.00 – electricity supply costs for Christmas lights at Kiln Field

MDL - £400 (not £450 as quoted) – to carry out works at Walter Hobbs and Millennium Park

Blackmore Village Hall - £182.40 – PC's 50% contribution towards the annual CCTV system at the Blackmore Village Hall complex

AJ Electrical - £50 – disconnection of Christmas lights

Scott Norris - £288 (inc VAT) – Digger fee for the car park works (allotment)

Mrs Nelson will organise payment of the £1315 (inc VAT) for the railings and wall work completed at the Village Hall.

Mrs Nelson will organise payment to John Sharpe - £4136.40 – for tree work undertaken.

Payments made on the PC Credit Card:

Festive Light Co. - £584.80 – Christmas lights stock ordered for 2021.

Cash drawn – Nil.

Bank reconciliation - £30,000 was transferred from the Barclays Unity account to cover online payments until the end of March.

Town and Country Landscape Co. Ltd had supplied a quotation to the Clerk for the re-planting of low maintenance grasses for the Pond island - £462.00 – Approval was proposed by Cllr Keeble and unanimously agreed. **Action:** Clerk to instruct John Sharpe.

Mini bus Income: Nil - Still temporarily out of use & off-road SORN declaration.

Receipts/Income: £770.00 – Blackmore Village Hall – 50% reimbursement towards the cost of the new roller door shutters – The RFO has deducted this amount from the Maintenance expenditure.

The Village Hall paid the agreed reduced rate (50% for this year only) of £1,710.00 towards the cricket and football field rents. Mrs Nelson read out a thank you letter from the Village Hall Committee (Chris Blackwell).

Membership renewals/subscriptions: - £40.00 – Essex Wildlife Trust – approved. Clerk to renew.

1445 Financial Report to 31st January 2021

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

Financial Powers

1446 Double Taxation – Clerk gathering information ahead of the next BBC meeting.

1447 Clerk's untaken annual leave – During the past year (1.4.20 – 31.3.21), the Clerk would have accrued 21 days untaken annual leave due to the Coronavirus pandemic. The options were discussed and it was proposed by Cllr Bennett and unanimously agreed that the Clerk be paid for one week's leave and the balance would need to be taken within the next financial year.

1448 MAGAZINE COMMITTEE – Parish Council Year Book

A meeting was held on 9.2.21 between the Parish Council and the magazine Editors, Mr and Mrs Smith. It was agreed that subject to the Covid restrictions at the time, Mr and Mrs Smith would produce the year book/directory and letters had gone out to advertisers for outstanding payments and notification of the yearbook which they could advertise in.

PLANNING COMMITTEE

Planning applications were dealt with by Committee Members on 26th January and 16th February, and the Planning Committee Chairman emailed the reports to the BBC Planning Department. The reports were approved by full Council. Cllr Lockhart read out his report as follows:

26th January:

- The Hyde, Mountnessing Road - Conversion of Barn C to dwelling (20/01905/FUL) – *no objection*
- 27 Plovers Mead, Wyatts Green – Garage conversion & extensions (21/00040/HHA) – *no objection*
- New agricultural storage building adjacent to Copperfields, Ingatestone Road (21/00056/FUL) – *no objection*

Cllr Lockhart reported on the confusing situation regarding the proposed hemp farm on land off Wyatts Green Road, (20/01234/FUL) the application for which was sent in error twice to Doddinghurst PC and has now been recommended for approval.

This prompted Cllr Lockhart to contact Doddinghurst P C and suggest that in future we collaborate with comments on planning applications which are near to the shared boundary. They agreed to this on an informal basis. It was resolved that Cllr Lockhart would send them copies of the PC meeting agendas so they would have the opportunity to comment on the PC's applications to BBC direct and similarly we would comment on any of their applications which may be of interest. No further communication received so far.

16th February:

- La Valette, Hay Green Lane – Various extensions (21/00078/HHA) *no objection*
- Hay Green Farm House – Regularisation of unauthorised alterations to barn (21/00135/LBC) *no objection*
- Allervale, Hook End Road – Various extensions (21/00189/HHA) *no objection*
- Mondamin, Wyatts Green Road – Rear extension & loft conversion (21/00170/HHA) *no objection*
- Lynbar, Wyatts Green Road – new side garage (21/00188/HHA) *no objection*
- 3 Woollard Way, Blackmore – rear extension (21/00208/HHA) *no objection*

Cllr Lockhart had sent an email to BBC querying the legality of granny annexes in garden outbuildings but is still awaiting a reply.

Cllr Lockhart also commented on the appeal notice he had received in respect of a double garage at The Toll House in Fingrith Hall Lane and the appeal decision which has now been dismissed in respect of 2 properties on the site of 'Kelby' on The Green at Blackmore

The next planning meeting will be held on a date to be confirmed, subject to receipt of planning applications.

LDP Public Examination

Expenditure approval:

An additional £1750.00 to be agreed for the extra work and legal representation in relation to the EIP hearings. It was proposed by Cllr Watley and unanimously agreed.

At the conclusion of the LDP, the PC will write to the Blackmore Village Heritage Association (BVHA) concluding its LDP working relationship with them.

PARKS & OPEN SPACES

There had been a POS Committee meeting on Monday 15th February 2021 at 10.00am via Zoom. The minutes, as circulated, were approved by the Council. The following items of business were discussed:

1451 **Christmas lights**

New stocks held at the Parish Office for 2021.

1452 **Peter Wood's Memorial seat, The Green, Blackmore**

The Clerk confirmed that she would be purchasing the memorial seat and plaque and Judi Wood will reimburse the PC.

1453 **Mill Lane Play area**

Expenditure approval – After receiving three quotations, the POS Committee recommended that the cabin slide roof repairs be carried out at a cost of £1710.00. Approval was recommended by Cllr Lockhart and unanimously agreed. **Action:** Clerk to instruct Deckanon.

1454 **Millennium Park**

Cockleshell footpath replenishment – Cllr Keeble had received quotations in the region of £800-£900 – still pending further quotes and Cllr Keeble will report back to the POS Committee.

1455 **The use of UAV's/drones on Parish Council land**

The Clerk had received and circulated an FOI request regarding the PC's status on the use of UAV's/drones on PC land. The Clerk had drafted a policy document based on the views of the PC. Use of UAV's/drones would be strictly prohibited on Parish Council land. Approval was proposed by Cllr Keeble and it was unanimously agreed that this be adopted at the meeting. **Action:** The Clerk will arrange new recreation signage incorporating this.

1456 **Blackmore Village Hall complex**

- Cllr Keeble had sourced quotes to lay concrete footpaths at the two main entrances onto the Walter Hobbs recreation field – At the side entrance past the pre-school and corner of the snooker room and also the entrance by the side of the bus garage. The quotes were in the region of £2895 plus VAT. Cllr Bennett questioned who would pay for this work. It was agreed that this would be considered at a later date and the quotes would be retained until such time that work was deemed necessary.
- Stuart Lucas had approached the Village Hall Committee regarding installing a 3G football pitch on the main Walter Hobbs field. It was not currently deemed practical. It would be a big project which would also mean that the cricket square would have to be removed to accommodate it.

1457 **CLERK'S REPORT (Governance)**

- Accessibility compliant website – In hand with Cllr McCarthy.
- Local Elections – 6th May 2021 – Pending further updates from BBC/NALC/EALC.

1458 **DATE OF NEXT MEETINGS –**

POS – 15th March 2021 at 10.00am – Zoom.

PC – 18th March 2021 at 10.00am – Zoom.

Planning – TBC – Zoom.

INFORMATION EXCHANGE/NEXT AGENDA ITEMS

1459 Nil

CLOSE OF MEETING

There being no further items of business, the meeting closed at 10.52am.

Signed..... *Dated*