



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 JUNE 2022 at 7.30pm At Tipps Cross Remembrance Hall

Members present: Cllrs R Keeble, T Lockhart, N McCarthy, K Bennett, T Hinton, V Dean, K Wood, J Clarke, J Lewis and R Nelson (RFO). Borough Cllr Thomas Bridge.

- 0267** **APOLOGIES FOR ABSENCE:** County Cllr L Wagland. Cllrs H Cannon, A Watley, K Parkinson, T Thomas, S Clapham (Parish Clerk) Borough Councillor Peter Jakobsson
- 0268** **APPROVAL OF MINUTES – 19 May 22**
The minutes were signed as a correct record by Cllr Keeble.
- 0269** **DECLARATION OF INTEREST (for items on the agenda) - Nil**
- 0270** **OPEN FORUM (for Public Attendees) – Residents from Wyatts Green Road –**
Lindsey Dorrington and her neighbour Christine - attended the meeting to report that a bus stop had been installed on the corner of Mrs Dorrington's driveway. She explained that this is inconvenient and unsafe as she is forced to reverse out into the road when exiting her driveway. She had written and spoken to County Councillor Lesley Wagland who is supporting the complaint. Several of her neighbours had also complained and she wished to make the Parish Council aware of the problem. Cllr McCarthy reported that on a recent Highways Panel agenda he had noticed mention of bus stops in Wyatts Green Road. He had queried this with Cllr Wagland but had heard nothing further since then. He completely supported Lindsey's comments. Cllr Bridge explained that he had been present when Cllr Wagland had visited and he agreed that the location of the bus stop was inappropriate. He confirmed that he and Cllr Wagland would be following up this complaint. The Chairman thanked Lindsey and Christine for bringing this to the Council's attention and invited them to stay for the remainder of the meeting, which they did.
- NOTE: Subsequent to meeting, the matter was discussed at an online meeting with EEC when Cllr Wagland confirmed that she had met with the ladies and visited the location. She is now liaising with the relevant departments to establish who installed the bus stop. Cllrs McCarthy and Dean have also visited the site and suggest that one bus stop by Kiln Field is sufficient and this recommendation has been passed to Cllr Wagland.
- 0271** **PROGRESS CHECK – Nil**
- 0272** **CORRESPONDENCE –** The Clerk had received notification that applications for the next Community Initiative Fund (CIF) have to be submitted by 19th August. She invited all Councillors to provide details of any new projects that could be considered.

Action: All Councillors

Cllr Bridge had circulated a note following his meeting with Crest Nicholson. He understood that formal planning applications were likely to be forthcoming within the next few months. He wished to have a discussion with school governors regarding the lack of school places. Cllr Bennett also reported the over-burdened Deal Tree Health Centre and Cllr Bridge confirmed that he would monitor the situation in relation to the new developments.

The Chairman commented that concern had been expressed at the proposed entrance to the new Crest Nicholson development at R26 especially with regard to flooding and safe access/egress. Cllr Bridge had suggested that the rival developers should liaise to make the development process as smooth as possible. He further reported that the LDP will shortly be due for its first review.

County Cllr Wagland had requested details of any potholes needing repair by the end of June (earlier if possible). (Meadow Rise/Fingrith Hall Lane/Jericho Place/Service Lane/Swallows Cross Road were suggested). Cllr McCarthy considered that some of the outlying roads are worse than within the Parish.

POLICY & RESOURCES

0274

Finance - Payments made online:

S Clapham -

Pension -

HMRC -

R Nelson –

Trevor Brown – internal audit £343.50

Castle Water – water supply to the War Memorial £42.23

Mr J Lock – refund of deposit re hire of mini-bus £45.00

Mrs Heather Eltham – reimbursement for cost of plaques on Beacon £185.00

MD Landscapes – grass cutting £1,135.92 plus VAT

Mr and Mrs T Smith – postage expenses re Year Book £127.52

A Elmes – electricity supply to Village Green £330

Castle Water – water rates to Allotment Garden (after credit) £15.51

NBB Recycled Furniture – memorial bench for Library Green £495 plus VAT

Zurich – Parish insurance annual renewal £1,880.79

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.

Payments made on the PC Credit Card:

Bungalow Nurseries £353.25 (+ VAT) purchase of Jubilee bedding plants

Hoover fittings for Tipps Cross hall £9.99 (being reimbursed)

To be made by 1st July – Bus tax £167.50 and MOT/annual service by W Hart Cars (being undertaken on 15th June 22)

Cash drawn - Nil

Transfers – Nil

Income/receipts:

Reimbursement of £9.99 by Tipps Cross hall.

Membership renewals/subscriptions: Nil

0275

Financial Report to 31st May 2022

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

Financial Powers

0276 Receipt of Internal Audit report and recommendations

Mrs Nelson presented the report prepared by the internal auditor, Mr T Brown, following his visit on 8th June. This had been circulated to all Councillors prior to the meeting. His report was generally positive and complimentary and included the following recommendations:-

- That the Council's funds should be split between the Barclays and Unity Trust accounts to ensure that neither account exceeded the financial compensation level of £85,000. Mrs Nelson presented a cheque for signature, transferring £40,000 to Unity Trust to immediately resolve this situation.
- That all cheque stubs should be initialled by the three signatories.
- That the External Auditor's report should be reported in the relevant month's minutes (normally September).
- That all appropriate statutory documentation should be displayed on the website as well as the Parish noticeboards.

It was proposed by Cllr Hinton and seconded by Cllr Clarke that the report and the recommendations therein be approved.

0277 Approval of Annual Governance Statement (Section 1 AGAR)

This was considered by Members. It was proposed by Cllr Clarke, seconded by Cllr Lockhart and unanimously agreed that this be approved and signed by the Chairman and the RFO:-

0278 Approval of Accounting Statements 2021/22 (Section 2 AGAR)

The statements were considered by Members. It was proposed by Cllr Clarke, seconded by Cllr Lockhart and unanimously agreed that these be approved and signed by the Chairman and the RFO.

It was noted that the period for the Exercise of Public Rights will run from Monday 20th June to Friday 29th July 2022.

0279 Receipt of Audited Annual Accounts – the audited accounts (unchanged by the auditor) had been circulated to all members by the RFO. These were considered by Members. Cllr Lewis proposed, Cllr McCarthy seconded and it was unanimously agreed that these be approved and signed by the Chairman and the RFO.

0280 MAGAZINE COMMITTEE – Parish Council Year Book (2022/23)

Cllr McCarthy reported that the Year Book has been very well received. Following distribution throughout the Parish, it appeared that a further small print run may be needed. Councillors were asked to pass any spare copies to the Chairman or Cllr McCarthy. Cllr Bennett reported that a stock of the Doddinghurst Link was normally kept in the Doddinghurst newspaper shop and this could be a good place for the Year Book. The Chairman will speak to Mr Smith regarding a further print run. **Action: Cllr Keeble**

PLANNING COMMITTEE

0281 Planning applications were dealt with by Committee Members on 6th June 2022 and the Planning Committee Chairman had emailed the reports to the BBC Planning Department. The reports were approved by full Council.

Cllr Lockhart reported that he still had received no reply from Caroline Corrigan at BBC regarding the department's policy of notifying neighbours re development applications. Cllr Bridge will follow this up with BBC. **Action: Cllr Bridge**

Planning applications considered:

La Valette (version 5), Hay Green Lane – total rebuild (objection)
Blackmore House, Fingrith Hall Road – minor alterations (no objection)
1 St Georges Close, Hook End – Oak TPO (no objection)
3 Blackmore Road – rear extension (no objection)
Fayre Mead, Outings Lane – front wall and gates (objection)

Local Development Plan –

The Clerk had previously advised that as the proposed new development is in excess of 10 dwellings, Ambiental Co. (the flood risk experts) have confirmed that the developer will be responsible for this cost. The Chairman reported that a meeting is scheduled for Wednesday 29th June, 10.30 in the Blackmore Sports & Social Club. The Chairman was asked to forward details to Cllr Bridge.

Action: Cllr Keeble

PARKS & OPEN SPACES

There had been a POS Committee meeting on Monday 13th June 2022 at 10.00am via Zoom. The minutes, as circulated, were approved by the Council. The following items of business were discussed:

0282

Walter Hobbs Play area

Cllr McCarthy proposed, Cllr Hinton seconded and it was unanimously agreed that the remedial work costing £1,139.85 to install safety grip strips to the Red Ant should be progressed.

Action: Parish Clerk

0283

Annual ROSPA play area assessments

It was noted that the Clerk has contacted L Hill, Safety Inspector, to carry out inspections.

0284

CLERK'S REPORT (Governance)

Following a recommendation by the Internal Auditor, it was noted that the Clerk has requested an up to date copy of the Code of Conduct from EALC/NALC.

She is also organising training courses for new Councillors. **Action: Parish Clerk**

0285

DATE OF NEXT MEETINGS –

POS – Monday 11th July 2022 at 10.00am – Zoom. (Please note: one week earlier than normal)

PC – Thursday 21st July 2022 at 7.30pm at Tipps Cross Remembrance Hall (Committee Room)

Planning – TBC – Zoom.

INFORMATION EXCHANGE/NEXT AGENDA ITEMS

0286

Cllr Lockhart reported that he has been cleaning and treating with preservative the picnic bench at Ted Marriage playing field.

Following the highly successful Jubilee Celebrations organised by the Village Fayre/Jubilee group, Cllr McCarthy recommended that a letter of appreciation be sent to the organisers.

The Clerk is asked to action this.

Action: Parish Clerk

CLOSE OF MEETING

There being no further items of business, the meeting closed at 8.20 p.m.

Signed..... **Dated**