

WEST HORNDON PARISH COUNCIL

Clerk: - Kim Harding – 27 Cadogan Avenue, West Horndon, Brentwood CM13 3TU

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MINUTES OF THE MEETING OF WEST HORNDON PARISH COUNCIL HELD ON THURSDAY 29th FEBRUARY 2024, AT 7.30 PM AT ST FRANCIS CHURCH, THORNDON AVENUE, WEST HORNDON, BRENTWOOD.

In the chair: Councillor Foan

Present: Councillors Hannah, Houghton, Lister and Marchant

Also attending: Ten members of the public

Clerk: Mr K Harding

PUBLIC FORUM

Serious concern was again expressed over the condition of the ditches, sluices and drains within West Horndon Park. It was reported that during the recent period of heavy rainfall the amount of water in the ditches was very high. It was also questioned why payment to the maintenance company for an additional deep scour of the ditches was thought necessary. It was explained that members of the Parish Council had visited the Park and while there was quite rightly concern over the state of the drainage ditches, a good amount of water was seen to be flowing into the sluices and drains under Cadogan Avenue and Station Road. However, the Parish Council was not complacent and, in recognition of the different methods used by the present maintenance company to keep the drainage ditches clear, had requested a deep scour be undertaken to remove root growth which was known to have occurred over recent years.

It was reported that a number of the daffodil bulbs planted in the Park had been damaged due to the practice of the present maintenance company of keeping the paths in the Memorial Gardens clear by spraying some form of weed killer. It was agreed that the Clerk would write to the maintenance company questioning this practice. He would also attempt to ascertain who had recently planted the daffodil bulbs as this had not been requested by the Parish Council.

{Action – Clerk}

Residents from properties south of West Horndon Railway Station were at the meeting having met with Cllr Marchant. They were worried regarding the proposed development by E&A Strategic Land/Iceni and were interested in which council could best represent their interests. While not living in West Horndon Parish it was agreed that the Council would keep them aware of correspondence sent objecting to the proposed development

and forward to respective Borough Councils – Brentwood and Thurrock – any representations they wished to make on an individual basis.

It was noted that due to inconsiderate parking in the vicinity of the Village Hall and the shops in Thorndon Avenue, some home owners were having difficulty accessing their properties. It was confirmed that parking offences were the responsibility of the South Essex Parking Partnership (SEPP), with obstructive parking across driveways needing to be dealt with by Essex Police. Following discussion it was asked that the Clerk write to Essex Highways to ascertain whether double yellow lines could be extended in the southern part of Thorndon Avenue.

{Action – Clerk}

24/22

APOLOGIES FOR ABSENCE AND DECLARATION/NATURE OF INTERESTS

Apologies for absence had been received from Cllrs Keefe, Marsh (BBC), McKinlay (ECC), Moorcroft, Murphy (BBC) and Petty. Cllr Keefe was unable to attend as he had a prior personal engagement. Cllrs Marsh (BBC), McKinlay (ECC) and Murphy (BBC) were at other meetings. Cllr Moorcroft was not present due to ongoing medical treatment and Cllr Petty had been delayed at his place of work.

No declaration of interests had been received.

24/23

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25th JANUARY 2024

The minutes of the Parish Council meeting held on 25th January 2024 were authorised as a true record.

[Proposed Cllr Foan, Seconded Cllr Hannah – All in favour]

24/24

PROGRESS REPORT – Clerk

The Parish Council had been advised that the overflowing manhole at the junction of Station Road with the A128 had been rectified. However, during recent heavy rainfall water problems still seemed to persist at the junction and the situation would be monitored.

The Clerk reported that it had been decided to continue with the present internal auditor. This was on the understanding that following a recent close bereavement she would be available to undertake the work.

Cllr Houghton had spoken with the shop manager at Morrisons store regarding the loud intruder alarm. The matter needed to be resolved with the maintenance team for the store and this would be progressed.

The Clerk had written to BBC regarding the condition of the rubbish and dog waste bins in West Horndon Village, and in particular those rubbish bins that had been removed but not replaced. The report had been acknowledged and a response was awaited.

Progress against other actions was shown in the distributed report. Many actions had a bearing on items being dealt with later on the agenda. Where appropriate any information discovered would be disclosed under the relevant agenda headings.

24/25 FINANCE – Responsible Financial Officer

The payments for February 2024 were approved.

[Proposed Cllr Foan, Seconded Cllr Hannah – All in favour]

The budget/spend analysis for 2023/24 to date had been circulated to the Parish Councillors and was noted.

The bank reconciliation as at 29th December 2023 had been circulated to the Parish Councillors and was noted.

24/26 PLANNING UPDATE – Cllr Foan

It was reported that a letter objecting to the proposed development south of West Horndon Railway Station had been sent by the Parish Council to Icenl. Copies of the letter had also been sent to Brentwood Borough Council (BBC), Thurrock Borough Council, the Ward Councillors and the Essex County Councillor.

Information regarding the meeting of various conditions flowing from the granting of outline planning permission for the Dunton Hills Garden Village (DHGV) development were awaited from BBC.

24/27 NEIGHBOURHOOD PLAN/LOCAL DEVELOPMENT PLAN – Cllr Foan

There were no matters to report.

24/28 HIGHWAYS UPDATE – Cllr Houghton and Clerk

The Clerk had placed a note on the vehicle regularly seen parking on the grass verge in Station Road close to the white gates at the entrance to the Village. It was thought the driver was a commuter using West Horndon Railway Station. The vehicle no longer appeared to be being parked at this location. However, the situation would need to be monitored.

The Clerk had received complaints regarding the flooded road under the C2C Railway Bridge on the A128. The roadway was often covered in water following heavy rainfall and nearby drains appeared to be blocked. The grass verges at this location were also in a very poor state. The Clerk had contacted Cllr McKinlay (ECC) requesting that urgent attention be given to this matter by Essex Highways. Unfortunately, as the railway bridge represented the boundary between Brentwood and Thurrock Boroughs it was thought that the cooperation of Thurrock engineers would be required in solving drainage issues south of the bridge.

24/29

PARK UPDATE – Clerk

The communications cable to 18, Cadogan Avenue which stretched over the vehicular access to West Horndon Park had still to be raised. This prevented maintenance vehicles gaining access to West Horndon Park. Discussions with Openreach and BBC were ongoing.

{Action – Cllr Hannah and Clerk}

It was noted that despite not securing the approval of the Parish Council before planting took place, a community orchard had been planted within the Memorial Gardens part of West Horndon Park. It was agreed that the Clerk would write to BBC seeking details on the maintenance requirements for the new fruit trees. Parish Councillors also hoped that in the fullness of time the fruit from the trees would be picked by local residents and not be allowed to fall and hinder grass cutting by the maintenance company.

{Action – Clerk}

The damaged perspex panel within the shelter in the Park needed to be removed. The Clerk would make arrangements for this to happen. During discussion on this matter it was reported that children had been seen climbing onto the roof of the shelter. While the shelter is not designed to be climbed on, this raised health and safety concerns. It was agreed, after discussion, that the inspector undertaking the forthcoming RoSPA annual inspection should be asked if the shelter needed to be modified in any way to deter/prevent children climbing onto the roof.

{Action – Clerk}

24/30

CCTV CAMERAS – Cllr Foan and Clerk

It had previously been reported that the CCTV cameras on the roof of the Village Hall were thought to be no longer fit for purpose and the images relayed to the Borough Control Room were not suitable for evidential use. An estimate for replacement of the cameras and suggested placement of additional cameras is awaited from BBC.

24/31

COMMUNITY ISSUES – Cllr Houghton and Clerk

Details regarding the applications for Community Engagement Grant had previously been seen and discussed by the Parish Councillors. It was agreed that grants would be made of (a) £302.22 to East and West Horndon Village Committee; (b) £300.00 to Newham Twirlers; (c) £300.00 to West Horndon Craft Club; and (d) £850.00 to the 1st West Horndon Scout Group. The successful applicants would be written to.

[Proposed Cllr Lister, Seconded Cllr Foan – All in favour]

{Action – Clerk}

24/32 PARISH NEWSLETTER – Cllr Houghton

Cllr Houghton requested that articles be prepared for next edition of the Parish Newsletter on (a) present progress regarding the DHGV development (b) the proposed Essex County Council electoral boundary changes; (c) the May 2024 Borough Ward elections; and (d) the proposed development south of West Horndon Railway Station, including the letter recently sent by the Parish Council to Iceni. It was agreed that the article in respect of (a) would be prepared by Cllr Foan, with the article in respect of (b) to be drafted by the Clerk.

{Action – Cllr Foan and Clerk}

24/33 DELEGATED AUTHORITY – Clerk

The following action had been undertaken under delegated authority since the Parish Council meeting held on 25th January 2024

Planning Application No. 24/00043/HHA – 184, Thorndon Avenue, West Horndon. Raising part of the roof incorporating a dormer to the front elevation with two additional rooflights. Extension of the existing rear dormer. A single storey rear extension with a rooflight. Removal of the existing chimney and fenestration alterations. Demolition of existing garage and construction of a new outbuilding.

The Parish Councillors believed that the requested alterations to the property were non contentious. Therefore, unless one of the neighbouring properties objected no comments were offered. If a resident of a neighbouring property did object then the Parish Council would reserve the right to assess the submitted observations and respond accordingly. Comments were forwarded to BBC Planning Department on 9th February 2024.

24/34 REPORTS

A report summarising planning applications dealt with by the Parish Council during 2023 and 2024 had been circulated to the Parish Councillors.

24/35 CORRESPONDENCE LIST

The correspondence list for January 2024 had been circulated to the Parish Councillors and was noted.

24/36 ITEMS FOR NEXT AGENDA

No items were put forward.

24/37

NEXT MEETING

The next meeting of West Horndon Parish Council is planned to take place on Thursday 28th March 2024.

Kim Harding

Clerk and Responsible Financial Officer

9th March 2024