

# **Chignal Parish Council**

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Clerk: Will Adshead-Grant

Chair: Lynn Ballard

Website: [e-voice.org.uk/Chignal-Parish](http://e-voice.org.uk/Chignal-Parish)

Vice Chair: Linda Nelson

## **Posted Sunday 18<sup>th</sup> July 2021**

You are hereby summonsed to attend the Bi-Monthly Meeting of the Chignal Parish Council on Wednesday 28<sup>th</sup> July 2021 at **7.00pm** in the Chignal & Mashbury Village Hall for transacting the following business.  
*w j adshead-grant, Clerk.*

The Public and Press are cordially invited to be present. Members of the public are invited to address the Council at the Public Open Session.

### **AGENDA**

2021/297 Chairman's Welcome

2021/298 Apologies for Absence

2021/299 Register of Declarations of Interests and any requests for dispensation

2021/300 Public Open Session for any matters that need to be drawn to the Parish Council's attention. The item does not need to be on the current agenda.

2021/301 County and City Councillors' Reports

- i. Essex County Councillor Report – Cllr Mike Steel
- ii. Chelmsford City Councillor Report - Cllr Nicolette Chambers

2021/302 Confirmation of the minutes of the AGM and Bi-Monthly meeting of the Parish Council on 04.05.2021

2021/303 Note the Orchard sub-Committee minutes of 25<sup>th</sup> June 2021.

### **Planning**

2021/304 Planning Decisions:

21/00706/FUL	Woodhall House Chignal Road Chignal Smealy Chelmsford Essex CM1 4SU	Application Permitted
21/00526/FUL	The Marins Mashbury Road Chignal St James Chelmsford Essex CM1 4TZ	Application Permitted
21/00417/FUL	Bridleway Cottage Mashbury Road Chignal St James Chelmsford Essex CM1 4TN	Application Permitted

2021/305 Planning Applications:

2021/306 Update on Barn Conversions, west of Beaumont Otes Cottage

2021/307 Update on the Three Elms Pub.

**2021/309 Confirmation of Planning Issued - 19/01522/S73.** The Orangery, The Green, Chignal St James, Chelmsford. Variation of condition 2 to approved planning application 19/01522/FUL (single storey rear extension) to include solar panels to roof.

It is noted that Chignal Parish Council's comments on 19/01522/FUL do not appear on the Planning Portal. For the record, this is the approved response to this application submitted in October 2019:

*"The proposed single storey rear extension is to provide a therapy pool. No information is provided in the application on the drainage arrangements for the pool. There are concerns about possible chemical pollution from wastewater draining into the River Can.*

*Permission was granted earlier this year for an 8m x 5m flat roofed white rendered building to provide storage and a garden room (19/00275/FUL) for The Orangery. It is noted that this proposed building is not shown on the drawings accompanying this planning application. This building is large in relation to the garden area at the rear of the house. The proposed rear extension to the house plus this garden building would together form an almost continuous 16 meters of solid wall immediately adjacent to footpath 24. The proposed rear extension and the outbuilding would also be visible from bridleway 33 which links The Green to Pengy Mill.*

*The Orangery is close to the water meadows bordering the river Can in an area of local landscape value which has a high sensitivity to development. The Chignal Villages Design Statement, (Page 21) recommends that developments such as extensions should not fill the available space as it is important in a rural community to provide views of the countryside beyond. The cumulative effect of the garden building and the rear extension is overdevelopment of this site.*

*If the rear extension was to be approved, this should be on condition that the garden building (19/00275/FUL) should not be developed. In addition, the therapy pool should be used only for purposes incidental to the enjoyment of the residents of 'The Orangery' and as such, shall not be used for any trade, industry, or other use whatsoever.*

***The Parish Council would recommend refusal of this application unless the above conditions are imposed".***

The Parish Council also questioned whether the Environment Agency had commented on the application regarding possible pollution of the River Can as this stretch of the river is tested on a regular basis.

About this current application for a Variation to Condition 2 to include solar panels in the roof of the single extension, the Council would have no objection to the installation of the panels as they would not be visible from the front of the building. However, we would wish to question the method of surface water disposal for the rainwater from the roofs of this extended large property and of the hydro pool water. It has been noted that over the last 8 years during which time these extensions were built, there have been considerable problems with excess water in adjoining paddocks. One drainage solution to managing this excess surface water could be through the construction of a large soak away in the paddock which forms part of The Orangery.

**Recommendation: Approval subject to a further condition on the installation of an appropriate means of disposing of the large amounts of surface water from the roofs and the therapy pool water.**

**2021/310 Confirmation of Planning Issued-Planning Application Number**

**20/02039/FUL.** Woodfall, Chignal Road, Chignal Smealy Chelmsford CM1 4TA. Part single, part two storey rear extension with balcony. The insertion of two first floor side windows and a ground floor side window.

This is an amended planning application which removes the residential annexe, (formerly described as a bungalow) from the previous proposals and the red lines on the site location plans have been amended.

The Parish Council would wish to reiterate its comments in relation the application 20/02039/FUL as now amended.

The property "Woodfall" is situated close to Grade 2\* listed St Nicholas Church and a picturesque cricket ground. Twenty-five per cent of the buildings and structures in this small rural hamlet are listed, creating a distinctive period feel with many of the properties owing much to Chignal Smealey's brick making heritage.

This application is for a rear extension to the property to form a large kitchen area, 7m x 7m, providing an additional 50sqm of accommodation on the ground floor, with a large en-suite master bedroom and a same sized rear roof terrace, (with high brick sides) above.

The Chignal Parish Plan, 2016, includes a Key Task to "support residents to improve their homes and stay in the village" and this is amplified in Objective 20, "to support opportunities for residents to improve their homes or move to other properties in the Parish because of down-sizing, setting up new households or requiring additional care in line with the (VDS)". However, there is no justification provided by the applicant to support this large extension to the property.

**Two storey rear extension with a further single storey extension with balcony above**

The Chignal Villages Design Statement (VDS) gives guidance on house extensions, Page 20, "extensions should be sympathetic to the property and in harmony with the surroundings". In addition, "extensions should not unduly affect adjoin residents and should not completely fill the available space, as it is important in a rural community to provide views of the countryside beyond and thus avoid the urbanisation of the street scene".

The property "Woodfall" has already been extended to the front and rear. These extensions and square dormer window have resulted in a lack of harmony in the overall appearance of the house, (particularly the side elevations). This lack of design balance would be exacerbated by the proposed rear extension to the ground floor and the large amount of brickwork that would be added to the side elevation to enclose the sides of the terrace above it. This is to give an element of privacy to both the occupants and neighbours. To lessen the impact of this unrelieved brickwork, alternative and softer materials could be considered, such as boarding or cladding, obscure glass balustrade, or with some relief details included in the brickwork, which would improve the view from the neighbouring properties either side of "Woodfall".

It is that noted that, as would be expected, all materials used for the rear extension would match the existing building. The existing glass block panel in the dining room and on the East elevation of the main house is removed and replaced with a glass window to match the others. As this window is only 1m away from the boundary of the neighbouring property, "Hunters End", obscure glass should be fitted to prevent overlooking.

Chelmsford Local Plan policies relevant to this application

**Policy DM11 Extensions to existing buildings within the green belt, green wedge, and rural area.** Within the Rural Area the extensions must not adversely impact on the identified intrinsic character and beauty of the Rural Area. In all designations, the extension or alteration must not be out of keeping with its context and surroundings or result in any other harm.

**Policy DM29 Protecting Living & Working Environments.** Development proposals must safeguard the amenities of the occupiers of any nearby residential property by ensuring that development is not overbearing and does not result in unacceptable overlooking or overshadowing. Development must also avoid unacceptable levels of polluting emissions unless appropriate mitigation measures can be put in place and permanently maintained.

Recommendations

This amended application should be **REFUSED** on the following grounds:

The impact of the rear extension to Woodfall is out of keeping with its context and surroundings in the hamlet of Chignal Smealey and will impact on the views of the neighbouring properties (as described above), contrary to Policy DM11 and DM29. The application could be resubmitted with more design details included, especially with improvements made to the appearance of the side elevations of the house.

Finance

2021/311	Account Balances:	Cheque Account	£	4,089
		Income	£30 Donation – Orchard £50 Donation – Orchard £80.25 – VH return of Grant Balance.	
		Saving Account	£	43,357
		Orchard Account		£412.01
		Cil Account		£22,800
		Parish Reserve		£20,145
		<u>Total</u>		<u>£ 47,446</u>

2021/312 To approve Cheques to be signed and issued:

Date	chq	Details	Total	Budget heading
	no			
06.05.2021		BANK CHARGES	£2.00	bank
07.06.2021		BANK CHARGES	£2.00	bank
20.06.2021	100978	Business Services at Cas - Insurance	£212.27	Insurance
20.06.2021	100979	Cllr Lewis - Expenses	£79.31	Reserve
20.06.2021	100980	Clerk - May wages	£103.71	Salary
20.06.2021	100981	Clerk -June wages	£121.70	Salary
20.06.2021	100982	HMRC	£26.00	PAYE
20.06.2021	100983	HMRC	£26.00	Paye
20.06.2021	100984	Essex pension fund	£127.67	Pension
20.06.2021	100985	Essex pension fund	£127.67	Pension
28.07.2021	100986	PAYE	£25.80	Paye
28.07.2021	100987	ealc training	£216.00	Training
28.07.2021	100988	CHELMSFORD DBF	£141.44	Newsletter
28.07.2021	100989	JCM	£492.00	CIL
28.07.2021	100990	RCCE	£52.80	RCCE
28.07.2021	100991	Clerk	£103.91	Salary
28.07.2021	100992	Essex pension fund	£127.67	Pension
			<b>£2,607.72</b>	

2021/313 Confirmation that the Clerks appraisal took place and objective setting for the year 2021-2022. The Clerk Achieved a Satisfactory rating and an increase of spinal point from Sp14 - £12.00 to Sp15 - £12.24 per hour is recommended by the Committee backdated to the 1<sup>st</sup> of April 2021.

2021/314 After a review of the workload of the Clerk comparing the initial 2017 demand on time with the last 12 months the Committee recommends an increase of 1 hour per week. This takes the hours from 4 hours a week to 5 hours a week. Backdated to 1<sup>st</sup> April 2021.

2021/315 Review of the Bi-monthly bank reconciliation

2021/316 Discuss and explore options for a provider of online banking.

2021/317 Review the Internal Auditor report and discuss the recommendations.

2021/318 To Consider the Grant request from the Community Group.

2021/319 Representatives' Reports: to discuss and debate any items.

- A) Litter Hollows / Copperfield Liaison - Cllr Elwick
  - Update on the Persimmon Homes development: completions, landscaping, road signs and Chignal Road/Hollow Lane's junction
- B) Playing Field - Cllrs Elwick, Towns and Nelson
  - Update on Information Board and car park security

- C) Village Hall Liaison - Cllr Towns
- Progress report on construction of the storage building
- D) Community Engagement - Cllrs Nelson and Stainton
- Chignal News
  - Progress on improving the website content.
  - Community Engagement, Enhanced Communications, and media channels
- E) Community Safety – Cllr Lewis
- Update on installation and policy for collecting and using data from security cameras to deter fly tipping and other crimes.
  - Maintenance of the defibrillator at the Village Hall Car Park.
  - Annual Litter Pick
- F) Highways (include Hedges) - Cllr Ballard, Towns and Elwick
- Update on responses from Essex County Councillor to issues raised on highway drainage, verge and road surface damage, road signs and road names across the parish
  - Update on permanent extension of 40mph signs on Chignal Road, north of Hollow Lane
  - Update on proposal to restrict vehicle access to Hollow Lane.
  - Discuss actions on the incorrect road names being used in the Parish.
- G) Footpaths/Bridleways – Cllr Nelson and Cllr Towns
- Consider measures to promote the Countryside Code and support landowners;
  - Maintenance of Bridleway access to Pengy Mill
- H) Tree Warden - Cllr Ballard
- Approval of Chignal Road tree planting scheme: 25 native trees at a cost of £3750 (+vat) from CIL funds
- I) Countryside conservation and climate change Cllr Ballard, Lewis, Nelson, and Stainton

**(Inc Friends of Nature Park)**

- 2021/320 Consider local actions to mitigate the impact of climate change and improve biodiversity:
- report of meeting with the City Council's Climate Change and Ecological Emergency Ambassador;
  - agree agenda for the Community Meeting on Climate Change on Sat 2 October 2021
- 2021/321 Update on the "Friends of Nature Park" scheme to manage access to the restored landfill site, Chignal St James
- 2021/322 Update on renovation and repairs to the Telephone Box in Chignal Smealey by BT.
- 2021/323 Items for the next Agenda

**Next Monthly Meeting Monday 13<sup>th</sup> September 2021  
8<sup>th</sup> November 2021.  
Community Meeting booked for Saturday 2<sup>nd</sup> October 2021.**

