**Chignal Parish Council**

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Clerk: Will Adshead-Grant Chair: Lynn Ballard

Website: e-voice.org.uk/Chignal-Parish Vice Chair: Linda Nelson



**Posted Tuesday 01.11.2021**

You are hereby summonsed to attend the Bi-Monthly Meeting of the Chignal Parish Council on Monday 8th November at **7.30pm** 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**

**Governance**

2021/346 Chairman’s Welcome

2021/347 Apologies for Absence

2021/348 Register of Declarations of Interests and any requests for dispensation

2021/349 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.

2021/350 County and City Councillors’ Reports

* + 1. Essex County Councillor Report – Cllr Mike Steel
    2. Chelmsford City Councillor Report - Cllr Nicolette Chambers

2021/351 Confirmation of the minutes of the Bi-Monthly meeting of the Parish Council on 13th September

2021/352 Note the Orchard sub-Committee minutes of 1st November 2021.

2021/353 Chelmsford Governance Review: public consultation

**Parish area: Chignal (Parish Council)**

At the last Parish Council meeting it was noted that the City Council would be consulting residents affected by recommended changes to parish boundaries in October/November. Chignal is one of the parishes where the boundaries are proposed for change: removing the new housing areas of Little Hollows and a part of Copperfield Place from Chignal parish to join the unparished built-up area of Chelmsford.

Individual letters explaining these boundaries changes and asking for views have been sent by the City Council to residents in the affected areas bordering Hollow Lane but it does not appear that residents in the rest of the rural parish have received this direct communication.

The consultation asks 3 simple questions:

* Do you agree with the change?
* Why do you feel this way?
* Tell us anything else to help make a final recommendation for this area?

The consultation questionnaire can be completed on-line at [www.chelmsford.gov/cgr](http://www.chelmsford.gov/cgr) **before 30th November 2021**

The effect of the proposed removal of the Hollow Lane part of our parish would be felt socially and financially.

Several families in Little Hollows have become involved in village activities and clubs. This is important to the long term survival of our community life as there is a much high proportion of residents in the older age groups in the villages than in the new housing areas. Residents in these new areas report that they prefer being part of a parish which provides opportunities to elect representatives, (one of our parish councillors lives in Little Hollows); influence the development of the rural area around their homes; and get involved in the community life of the villages.

A consequence of reducing the current electorate of 396 to 226 is that the parish precept which is paid as part of the annual Council Tax would be borne by fewer householders. As the majority of the parish council budget is spent on the Clerk’s salary and other fixed costs, the residents who remain in Chignal Parish would see a rise in their Council Tax bill.

The number of Parish Councillors would remain at 7, although there are only 6 currently and as mentioned above, one of these lives in Little Hollows.

The Parish Council’s response to the boundary changes will be considered at the Council meeting on 8th November to meet the City Council’s consultation deadline of 30th November.

The Parish Council has argued consistently for the Little Hollows residents to stay in the parish as it is clear that many of them are keen to be involved in our rural community and to support local activities and facilities, by committing time and expertise to stand as parish councillors, joining local committees and clubs, attending events and carrying out tasks such as litter picking and bulb planting.

The area of Chignal parish known as Copperfield Place has only just been completed so it is too early to know whether these new residents would wish to remain in the parish. The rest of this new development is in Broomfield Parish. One option could be to include all of the Copperfield Place area in Broomfield parish with the Little Hollows area remaining in Chignal parish. Another option would be to leave the parish boundaries as they are now and to make efforts to involve these new residents in the life of our parishes.

**Parish Area: Mashbury (Parish Meeting)**

The City Council recommends no changes to boundary or governance arrangements for Mashbury, but a targeted consultation of residents is to take place regarding whether residents feel local community governance would be more effective and efficient by being part of Chignal parish.

In 2015 Chignal Parish Council responded to a consultation on a series of options for the future community governance of Mashbury by welcoming a possible amalgamation, given the initial positive views that had been expressed by Mashbury residents towards joining with Chignal. There was widespread and pragmatic support from Chignal residents for amalgamating with Mashbury as it was generally acknowledged that there is already a great deal of contact, sharing of facilities and commonalties between the two communities.

Chignal Parish Council would be prepared to reconsider a fresh proposal to amalgamate with Mashbury, given the many similarities in population make-up and geography and potential opportunities for even greater community co-operation.

**Recommendation**

That the Parish Council informs the City Council that it does not agree with the proposed removal of the new housing areas bordering Hollow Lane from Chignal Parish for the reasons set out above and that it is prepared to consider amalgamating with Mashbury to improve governance arrangements for that community.

2021/354 Agree the Parish Council Meeting Dates for 2022 to 2023

**Planning**

2021/355 Planning Applications:

1. **21/01545/OUT. Land North of Warren House, Roxwell Road, Writtle.** Approval of Parish Council comments:

Chignal Parish Council advocated at the various stages of Masterplan preparation for the planting of a continuous wide landscape and ecological buffer of native trees and shrubs along the whole of the northern perimeter of the Warren Farm development site. This would serve to screen this urban development and associated light pollution from Mashbury Road and form part of a landscape corridor that would link to the extensive nature reserve being created on the restored Brittons Hall landfill site and to the upper Can valley to the north west of the site.

Most importantly, this tree belt would contribute to local climate change mitigation efforts, such as the Essex Forest Initiative, which is designed to lock up carbon, offsetting the carbon produced which is contributing to on-going climate change.

The approved Masterplan acknowledged that there would be views of the site from the north from the higher ground around Brickbarns Farm on Mashbury Road, Chignal St James and that a landscape buffer would be included as requested by the Parish Council.

The Council is therefore very disappointed and concerned to note that the illustrative drawings submitted with the planning application appear to be different to the landscaping proposed in the Masterplan. We feel strongly that the northern boundary tree buffer which the Council has proposed should be shown clearly on the plans accompanying this application. We should like to be able to comment on a detailed landscaping plan that includes this tree buffer before permission is granted for this development. This should clarify the number and type of trees and arrangements for their future management. The trees should also be established early in the project to give them time to provide a visual screen as houses are built on site.

Recommendation

That permission should be conditional on the inclusion of a substantial tree buffer along the northern perimeter of the site as described above in accordance with landscaping provisions agreed in the approved Masterplan. This should be of sufficient size to mitigate the impact of this urban intrusion on the rural landscape of Chignal St James or to provide a meaningful corridor for wildlife.

1. **21/05254/TPO. The Old School Mashbury Road Chignal St James Chelmsford.** Description of works: T1 - Lime - Reduce canopy up to 6 metres. Reason: Due to its size of canopy lots of brittle branches and it is some considerable time since works have been carried out and in parts is quite dangerous.

**Other Planning Information**

**Update from Planning Officer on Barn Conversions, west of Beaumont Otes Cottage**

The pre commencement conditions have now all been discharged. Some works have therefore begun on site but it is not clear on the extent of the works that have begun. The conditions relating to large scale details and materials have yet to be discharged. There are no planning conditions relating to scaffolding.

Any public health nuisance issues on the site can be raised with the City Council’s Public Health and Protection teams.

**Update on change of use of The Three Elms**

It has been confirmed the change of use from a public house to an office does require planning permission. It is understood that the owner’s agent is currently preparing an application to seek consent for the change of use.

**Finance**

2021/356 Account Balances: **Cheque Account** £**4,732.88**

**Included in above Figures Income 50% precept £3800**

**Orchard £57.86 (to move to Orchard Reserve)**

**Reserve Account** £ **43,358**

Orchard Account £469.87 (£57.86 to move from Current Account)

Cil Account £22,800

Parish Reserve £20,146

Grand Total **£ 48,090.88**

2021/357 To approve Payments :

|  |  |  |
| --- | --- | --- |
| Essex pension fund | £144.40 | PENSION |
| HMRC | £36.80 | PAYE |
| CLERK SALARY | £153.26 | Salary |

2021/358 Review of the Bi-monthly bank reconciliation

2021/359 Confirmation of the closure of the external audit 2020 to 2021

2021/360 Update on getting the Parish Councillors online banking with Barclays Bank

2021/361 Agree and Confirm the Parish Council budget 2022-23

A budget of £8000 has been discussed.

2021/362 Discuss and approve the Parish Council precept 2022-23 to be placed on Chelmsford City Council

A precept of £8001 will be placed on the City Council (must be divisible by 9)

**Reports and Updates**

2021/363 Report on the outcomes of the Community Meeting on climate change and ecological emergency (report attached).

2021/364 Consultation on proposed Community Projects: residents’ questionnaire included in Chignal News

2021/365 Ideas for celebrating the Queen’s Platinum Jubilee, June 2022

Invite the Community Group to suggest some ideas for events and activities. For example, a Community Party/Picnic and dedicating a new “Queen” apple tree in the orchard.

2021/366 Representatives’ Reports: to discuss and debate any items.

1. Little Hollows / Copperfield Liaison - Cllr Elwick
2. Playing Field - Cllrs Elwick, Towns and Nelson
3. Village Hall Liaison - Cllr Towns
4. Community Engagement - Cllrs Nelson and Stainton
5. Community Safety – Cllr Lewis
6. Highways (include Hedges) - Cllr Ballard, Towns and Elwick
7. Feedback on the Essex Highways webinar for Parish Councils
8. Update on traffic calming measures on Chignal Road
9. Closure of Hollow Lane
10. Proposed meeting of Chelmsford North West Parishes with ECC Highways Cabinet Member
11. ​Footpaths/Bridleways – Cllr Nelson and Cllr Towns
12. Tree Warden - Cllr Ballard
    1. Update on Chignal Road/Hollow Lane tree planting scheme
    2. Webinars organised by ECC on the Essex Forest Initiative and the Tree Council on the importance of Hedgerows.

I) Countryside conservation and climate change (Inc Friends of the Nature park)

Cllr Ballard, Lewis, Nelson, and Stainton

2021/367 Items for the next Agenda

**Next Bi-Monthly Meeting Monday 10th January 2022**