

Chignal Parish Council

C/O 45 Cherry Garden Road, Great Waltham, Chelmsford, Essex, CM3 1DH

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Clerk: Will Adshead-Grant

Chair: Lynn Ballard

Website: e-voice.org.uk/Chignal-Parish

Vice Chair: Linda Nelson

Facebook: [Chignals & Mashbury Community page](#)

Posted Tuesday 03.03.2022

You are hereby summonsed to attend the Bi-Monthly Meeting of the Chignal Parish Council on Monday 14th March 2022 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

Governance

2021/385 Chairman's Welcome

2021/386 Apologies for Absence

2021/387 Register of Declarations of Interests and any requests for dispensation

2021/388 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.

2021/389 County and City Councillors' Reports

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

2021/390 Confirmation of the minutes of the Bi-Monthly meeting of the Parish Council on the 10th of January 2022

2021/391 Note the Orchard sub-Committee minutes of 2 March 2022.

2021/392 Update on the Chelmsford Governance Review.

Planning

2021/393 Chelmsford Local Plan review: update on discussions with Northwest Parishes Group

2021/394 Planning Application Updates:

<u>Reference</u>	<u>Address</u>	<u>Status</u>
18/00001/MAS	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision
21/02185/FUL	The Thatched Cottage Chignal Road Chignal Smealy Chelmsford Essex CM1 4SZ	Application Refused

21/01545/OUT	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Consideration
22/00079/FUL	Pieces Cottage Chignal St James Chelmsford Essex CM1 4UA	Pending Consideration

2021/395 Planning Applications

1. Reference: 22/00276/FUL
Address: 10 Dogrose Close Chignal Chelmsford CM1 4FN
Description of works: Single storey rear extension and internal alterations.

2. Reference: 22/00044/FUL
Address: 14 Clover Drive Chelmsford Essex CM1 4FT
Description of works: Retrospective application for a single storey rear extension

3. Reference: 22/00079/FUL
Address: Pieces Cottage Chignal St James Chelmsford Essex
Description of works: Loft conversion to habitable space, alteration of rear roof, addition of four roof windows.

2021/396 Update on Beaumont Otes Barn conversion

Finance

2021/397 Account Balances:

Current Account	£ 2,462.75
 Reserve Account	 £ 39,448.08
Orchard Account	£1258.01
Cil Account	£18,297
Parish Reserve	£19,893.07
 Grand Total	 £ 41,910.83

2021/398 To approve Payments (online):

HMRC - PAYE	£36.80
Essex pension fund	£144.40
Clerk wages and Expenses	£154.58

2021/399 Review of the Bi-monthly bank reconciliation

Reports and Updates

2021/400 Representatives' Reports: to discuss and debate any items.

- A) Little Hollows / Copperfield Liaison - Cllr Elwick
 - I. Update on landscaping
 - II. Completions
 - III. Signage and closure of Hollow Lane
- B) Playing Field - Cllrs Elwick, Towns and Nelson
 - I. Review draft artwork for noticeboard
- C) Village Hall Liaison - Cllr Towns
- D) Community Engagement - Cllrs Nelson and Stainton
 - I. Progress report on new website and content
 - II. Funding approval from ECC locality fund, (£1,000) to be spent before end of March 2022
 - III. Approval for Match Funding by the Council
 - IV. Report on Facebook page and training course
 - V. Update on the Printing of the Parish News
 - VI. Delivery of Parish News to households
- E) Community Safety – Cllr Lewis
 - I. **Security Cameras** – grant application for extra trail cameras and associated equipment submitted to the Crime Prevention Fund – Pending decision
 - II. The three existing cameras could be installed with warning signs to highlight monitoring.
 - III. Approval for eight warning signs @ approximately £5 each
 - IV. **Parish Internet / Phone system is going digital** – During a power cut digital phones will not work.
 - V. **First Aid training** – arrange a course for all potential users of Defibrillator.
- F) Highways (include Hedges) - Cllr Ballard, Towns and Elwick
 - I. Sections of parish roads liable to flood reported to Essex Highways
 - II. New road signs installed by Chelmsford City Council
 - III. LHP - Village entry gates on Chignal Road/Breeds Road
 - IV. Parking on the Green.
- G) Footpaths/Bridleways – Cllr Nelson and Cllr Towns
- H) Tree Warden - Cllr Ballard
 - Impact of storm Eunice
- I) Countryside conservation and climate change (Inc Friends of the Nature Park)
Cllr Ballard, Lewis, Nelson, and Stainton

2021/401 The Queen's Platinum Jubilee celebrations: update and approval of funds

2021/402 Cil Applications

- CIL Application from the Orchard Committee for up to £3,500 to purchase a power scythe

- Community Group for £120 to cover 12 months hall hire

2021/403 Items for the next Agenda

- Clerks Appraisal
- Annual Governance review
- Annual Accounts

Next Bi-Monthly Meeting Monday 9th May 2022

Next Meetings

Monday 11th July 2022
Monday 12th September 2022
Monday 14th November 2022