

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

Posted Monday 3rd October

You are hereby summonsed to attend the Bi-Monthly Meeting of the Chignal Parish Council on Monday 10th October 2022 at **7.30pm** 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

2022/468 Chairman's Welcome

2022/469 Apologies for Absence

2022/470 Register of Declarations of Interests and any requests for dispensation

2022/471 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.

2022/472 County and City Councillors' Reports

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

2022/473 Confirmation of the minutes of the meeting of the Parish Council on 11th July 2022

2022/474 Note the Orchard sub-Committee minutes of 7th September 2022.

2022/475 Review and adopt the Chelmsford City Council new Model code of Conduct.

Planning

2022/476 Planning Decisions:

<u>Reference</u>	<u>Address</u>	<u>Status</u>
18/00001/MAS	Land North Of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision
22/01188/FUL	Stevens Lodge Mashbury Road Chignal St James Chelmsford Essex CM1 4TX	Pending Consideration
21/01545/OUT	Land North Of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Consideration

2022/477 Update on the National Grid East Anglia Green Consultation: update from NW/SW parishes Meeting

2022/478 Chelmsford Local Plan Review: approve consultation response
Issues and Options – public consultation 11th August to 20th October.

2022/479 Update on the Conversion of barns west of Beaumont Otes

Finance

2022/480 Finance:

Account Balances:

Cheque Account £ **8,988.47**

Included in figures above:

Income Precept £4000.50

Orchard Account £2,095.17

Saving Account £ **36,452.06**

- Interest Payment £12.64 to move to current account
- General Reserve £20,613.83
- Cil £15,379.52
- o Community Group Meetings £120

Total **£ 45,440.53**

To approve the following payments:

Item	Payment Value	Budget Heading
Fast Signs - Def new sign	£54.48	Reserve
DMPayroll - half annual payroll service	£60.00	salary
Bank Charges	£2.00	Bank Charges
Clerk - Payroll - August	£154.58	salary
HMRC - PAYE - August	£38.60	salary
Essex Pension Fund - August	147.31	salary
Clerk - Payroll September	£160.88	salary
HMRC - PAYE - September	£38.60	salary
Essex Pension Fund - September	£147.31	salary
Cheque - Jubilee	£58.45	Reserve
Village Hall hire	£70.00	Council Meeting hall hire
Jubilee reimbursement	£34.92	Reserve

Total £967.13

2022/481 Agree a date for the budget meeting for the 2023/2024 budget setting and Precept.

2022/482 Review of the Bi-monthly bank reconciliation

2022/483 Update on the Current Budget performance 2022-2023

		Budget	Actual Spend	Forecast Spend	End Of year		
Staff Costs	salary	£4,000	£2,170.52	£2,170.52	-£341.04		
	Expenses	£200	£23.41	£70.23	£106.36		
All Other Payments	training	£200	£0.00	£0	£200.00		
	IT & Web	£500	£1,095.00	£0	-£595.00		
	insurance	£300	£212.27	£0	£87.73		
	EALC RCCE	£220	£184.72	£0	£35.28		
	Auditors Internal	£440	£125.00	£180	£135.00		
	Play field Maintenance	£700	£210.69	£200	£289.31		
	Bank charges	£30	£10.00	£18	£2.00		
	Hall hire	£500	£140.00	£200	£160.00		
	news letter	£750	£0.00	£750	£0.00		
	S137-Grants	£160	£0.00	£0	£160.00		
	Total Precept Expenses		£8,000.00	£4,167.61	£3,588.75	£243.64	End Of Year Estimate

2022/484 Discuss the Internal Auditors Report – The Clerk

REPORTS AND UPDATES

2022/485 Chignal Community Meeting Saturday 8th October
Feedback from the meeting and agree actions

2022/486 Representatives' Reports: to discuss and debate any items.

- A) Little Hollows / Copperfield Place Liaison - Cllr Elwick
- B) Playing Field - Cllr Elwick and Cllr Towns
 - Review of Grass and Hedge Management
 - Safety inspections
 - Sign indicating what3words location
- C) Village Hall Liaison - Cllr Towns
 - Shelving for the Parish Council part of the storage building
- D) Community Engagement - Cllr Nelson and Cllr Stainton
 - Newsletter update
 - Progress report from website content group.

E) Community Safety – Cllr Lewis

- Review of Community Resilience Plan and lessons learnt from the recent field fires.

F) Highways (include Hedges) - Cllr Towns, Cllr Ballard and Cllr Elwick

- Pot hole repairs
- Approve design of Village Gateway/Entry signs on Breeds Road/Chignal Road

G) Footpaths/Bridleways – Cllr Nelson and Cllr Towns

H) Tree Warden - Cllr Ballard

- Update on the Oak at 312 Chignal road
- Fire damage to field trees
- New trees and bulb planting on Hollow Lane/Chignal Road junction

I) Countryside Conservation - Cllr Ballard, Cllr Lewis, Cllr Nelson and Cllr Stainton

- Management of the Green
- Update on meeting with City Councils Parks and Green spaces to discuss changes to the grass cutting regime and tree care.

2022/487 Cil Applications

- St Nicholas Church
 - Landscape works and tidy up
 - Water Supply connection

2022/488 Discuss the litter increase on the roadside verges and possible solutions.

2022/489 Items for the next Agenda

Next meetings:

Monday 14th November 2022