

# **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](http://e-voice.org.uk/Chignal-Parish)

Vice Chair: Linda Nelson.

Website: [chignalparish.org.uk](http://chignalparish.org.uk)

## **Posted: Wednesday**

You are hereby summonsed to attend the Bi-Monthly Meeting of the Chignal Parish Council to be held on Monday 11<sup>th</sup> November 2024 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.

2024/776 Chair's Welcome.

2024/777 Apologies for Absence.

2024/778 Consider an application to fill the vacancy on the Parish Council by Co-Option.

2024/779 Confirmation of the minutes of the meeting of the Parish Council held on 09 September 2024.

2024/780 Note the minutes of the Orchard subcommittee held on 5<sup>th</sup> November 2024.

2024/781 Declarations of Interests and any requests for dispensation.

2024/782 Public Open Session for any matters that need to be drawn to the Parish Council's attention.  
(The items do not need to be on the current agenda).

2024/783 County and City Councillors' Reports.

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

2024/784 Planning.

- Note the decisions by Chelmsford City Council Planning:

<u>Reference</u>	<u>Address</u>	<u>Status</u>
24/01059/CLEUD	Hard Oak Mashbury Road Chignal St James Chelmsford Essex CM1 4TZ	Application Permitted
24/01172/FUL	Howletts Hall Mashbury Road Chignal St James Chelmsford Essex CM1 4TP	Application Permitted

- **Norwich to Tilbury:** update and approval for further landscape work by the consultant on behalf of the NW/SW parishes group to support a joint case against the pylons ready for our response to the Development Consent Order (DCO) consultation. The work would also be used as evidence in responding to the Chelmsford Local Plan Review. The City Council's housing target has now been increased by 54% although the current Local Plan Preferred Option may be allowed to go forward through transitional arrangements. If not, CCC may need to select other potential growth sites.

Chignal PC's contribution towards the cost of this work would be £344.94.

## Finance

2024/785 Finance:

Account Balances on 28.10.2024.

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**Cheque Account** £ **5,635.65**

**Orchard Account** £ 1,152.91

Donation £86.12 (incl above).

Community fete £210.00 (incl. above).

**Saving Account** £ **44,422.97**

- General Reserve £10,900
- Cil £13,167
- Earmarked Reserves £10,000

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**Total** £ **50,058.62**

2024/786 Payments for approval.

To approve the following payments:

Payment to	Description	Budget Column	Cost
Cllr Lewis	Post Pipe Screws -Orchard	Orchard	£71.10
Clerk	October Salary & Expenses	Salary	£197.60
HMRC	October PAYE	Paye	£46.20
Essex Pension Fund	October Pension	Pension	£174.48
Cllr Ballard	Fruit grabbers and fruit bags	Orchard	£219.96
Cllr Ballard	Shear Pruner - Orchard	Orchard	£32.95
HMRC	November PAYE	Paye	£68.20
Essex Pension Fund	November Pension	Pension	£210.36
Clerk	November Salary and Expenses	Salary	£285.90

**Total** £ **1,306.75**

2024/787 Review of the Bi-monthly bank reconciliation.

2024/788 To note Items approved for purchase but not yet actioned.

- (CIL) Gazebos x 4 – Pop up – for Community use - £1996 (incl vat) – Approved July 2024.
- (Reserves) Impact report for Pylon route - £ 150 – Approved July 2024.

2024/789 Consider outcomes of the Chignal Community Meeting, 12<sup>th</sup> October 2024:

Report on potential actions:

- Essex Local Nature Recovery projects.
- Refurbishment and uses for the telephone box by The Green.

2024/790 Consider options for additional defibrillators.

- Chignal Smealey, (the Chapel and St Nicholas Church)
- Chignal St James, (telephone box by The Green).

2024/791 Report of the Community Communications Working Group:

- Consider recommendations for a brand/logo for Chignal parish, developed with graphic designer.
- Approve the printing of a Chignal Christmas card with website information on clubs and events.

2024/792 Community Infrastructure Levy (CIL):

- Consider grant application by the Orchard Committee to purchase a replacement picnic table.

2024/793 Discuss and confirm the budget for 2025-2026.

The Budget meeting was held on 11<sup>th</sup> October 2024 and the following recommendations were made.

- Increase budget from £7780 (2023-2024) to £11,005 for (2024-2025).
- Main changes IT/Web, Emergency consumables,

2024/794 Review and confirm the precept demand on Chelmsford City Council for 2025-2026 of £7,000.

The impact is approximately £0.00 per annum change on a Band D.

There is no change in the precept levels as reserves are being used to meet budget.

2024/795 Consider a proposal by the Essex association of Local Councils.

Re establish a Chelmsford Association to represent the twenty-nine parish and town councils in the district.

**REPORTS AND UPDATES.**

2024/796 Representatives' Reports: to discuss and debate any items.

- A) Little Hollows / Copperfield Place Liaison - Cllr Elwick
  - Landscaping: update from CCC Planning Enforcement.
- B) Village Hall Liaison - Cllr Towns
- C) Community Engagement - Cllr Nelson and Cllr Stainton
  - Community laptop, printer, laminator, and projector – update on storage and guidelines for using this equipment by clubs/groups and residents.
  - Parish Website- feedback and update on training for clubs/groups.
  - The setting up of.gov.uk e-mails.
- D) Community Safety – Cllr Lewis
- E) Highways (include Hedges) - Cllr Towns
  - Update on LHP funding for village entry gates
  - Update on reinstalling the directional sign to Chignal Smealey at Hollow Lane/Chignal Road junction.
- F) Countryside conservation. – Cllr Lewis.
  - Essex Local Nature recovery strategy – update on public consultation.

2024/796 Items for the next Agenda

**Next meetings:**

Monday 13<sup>th</sup> January 2025  
 Monday 10<sup>th</sup> March 2025  
 Monday 12<sup>th</sup> May 2025

Bi-Monthly Meeting.  
 Annual Parish Meeting and Bi-Monthly Meeting.  
 Annual General Meeting and Bi-Monthly Meeting.