

Chignal Parish Council

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

Tel: 01245 360811 Email: Chignalpc@gmail.com

Clerk: Will Adshead-Grant

Chair: Lynn Ballard

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

Vice Chair: Linda Nelson

Minutes of the Bi-Monthly Meeting of the Chignal Parish Council on Monday 14th September 2020 at 7.30pm

2020/174 Chairman's Welcome

Community Group meeting this evening. Litter Pick in October over a week – collecting around their own house due to the covid restrictions. Proposal for a book exchange in the phone box. New entrants to the parish – potential to manage this for the parish council.

Chairperson Ballard

Councillors Towns, Lewis, Elwick and Nelson

2020/175 Apologies for Absence
Cllr Feltwell

2020/176 Register of Declarations of Interests and any requests for dispensation
None requested

2020/177 Public Open Session for any matters that need to be drawn to the Parish Council's attention.

4 members of the public

Speeding traffic concerns in Mashbury Road – driving too fast for the road condition – possibly from Mashbury Hall. Cllr Towns to discuss.

E-mail –

- received about the community governance review – Land available around Chignal Road and Mashbury Road – these be picked up in the next Chelmsford Plan.
- Is there another Census due – the last one was in 2011?
 - Post Meeting this is planned for March 2021 but an alternative is being investigated by the [UK Statistics Authority](#) in a research programme, called Beyond 2011.

2020/178 Planning Decisions

18/00001/MAS Land North of Warren Farm – Pending Consideration

20/00825/FUL Barn South of Hillcroft – Pending Consideration

2020/179 Planning Applications

1. Update on the Persimmon Homes development, Roads Works, Landscaping and Housing completions.

BT poles removed on the 2nd September. The Road is closed until Monday 9th November. Meeting planned with Persimmon to understand the timetable of road closures. Revised Drawing number 17 – for landscaping. The House building is progressing – most of the ground works are started. All roads and Landscaping will be maintained between highways and Persimmon (Copperfield Management company). 48 new trees and 200m of native hedging.

2. Reference: 20/01340/FUL

Address: 3 Ash Rise Chignal Road Chignal Smealy Chelmsford

Description of works: To install a small package sewage treatment plant.

Resolution: No Comment on this application.

3. Warren Farm Master Plan – Report to Chelmsford City Council's Policy Board 1st October.
A Meeting was held online with the City Council planning department, A landscaping buffer was requested between the Parish and the development. Concerns were raised about the changes to the bus link. A Special meeting of the policy board to be held to discuss.

2020/180 County and City Councillors' Reports

- i. Essex County Councillor Report
- Local Government review by Central Government (white paper) due at the end of September or early October. Suggestion that Essex could be split in to 3 or 4 Unitary Councils with a Combined authority across Essex. Devolution requires an elected mayor. Essex has asked to join the first wave of change.
 - Central Government review of planning – This consultation is active.
 - E-Scooters in Essex - A One-year pilot has been proposed, rented units in the main urban areas – may be able to use the cycleways and roads. Park & Pedal from the Essex Park and Ride sites. New Road measures are an 18 month trial.
- ii. Chelmsford City Councillor Report
- Creation of a Navigable waterway into the centre of Chelmsford by removing the sluice gates. Focus on affordable housing. The Covid-19 financing of Councils continue.

2020/181 Confirmation of the minutes of the meeting of the Council on 13th July 2020

Resolution Confirmation of the minutes.

2020/182 Note the Orchard Sub Committee minutes of 21st August 2020

Resolution Noted

2020/183 Orchard Sub Committee Membership – Nomination of a Councillor
With Cllr Feltwell' s likely departure and the terms of reference a minimum of one Parish Councillor needed to be appointed.

Resolution Cllr Elwick and Lewis Volunteered to be Nominated.

2020/184 Finance:
Account Balances: 06-09-2020:

	Cheque Account	£ 6,328.12
	Saving Account	£ 56,116.71
Income	Interest	£7.76 (included above)
Total		£62,444.83

Resolution The Accounts were received.

To approve Cheques to be signed and issued:

Cheque nr	Item	Cheque Value	Budget Classification
DD	Bank Charges	£2.00	Bank Charges

100967	Clerk's Salary July	£93.53	Salary
100968	Shire Oak – Part Payment	£1602	Cil
100969	MH Goals	£600	Cil
100970	HMRC	£23.40	Salary
100971	Essex Pension Fund	£123.72	Salary
100972	Clerk's Salary August	£93.53	Salary
100918	Tamlyn & Sons	Cancelled	Cancelled
100924	D.Tamlyn	£2,148.00	CIL
100919	Orchard - Fast Sign – Cllr Middleditch	£267.20	Cil
100920	Orchard- Cllr Feltwell	£138.67	Orchard
100921	Clerks Salary - September	£154.79	Salary
100922	Essex Pension Fund	£147.43	Salary
100923	HMRC	£38.80	Salary
100925	Internal Audit fee – 2018-2019	£150.00	Internal Audit
100926	DM Payroll PAYE	£54.00	Salary

Total Payments £5637.07

Resolution **The Cheques were approved for payment.**

Account Breakdown from Cash Book:

Precept	£ 2,240.57 (£3,800 due October)
Orchard Account	£ 557.50
Cil Account	£ 42,368.21
Parish reserve	£ 14,338.36

Total £59,504.64

2020/185

Representatives' Reports: to note

- | | |
|--|--|
| <ul style="list-style-type: none"> A) Playing Field B) Village Hall Liaison C) Newsletter D) Website
 E) Gravel Liaison F) Community Safety G) Highways (include Hedges)
 H) Footpaths /Bridleways I) Tree Warden | <ul style="list-style-type: none"> - A Hedge cut later in the year to be planned. – Potential to open to Parish Clubs. - Parish News (25 pages) being distributed electronically. – discuss with the community group to find authors to update club pages via Cllr Nelson. – Area Z is restored, and the footpath has re-opened. – Emergency Planning or Parish Safety Meeting. – potholes filled in near Langley's and towards the Church. – Landowner plans to reseed two of the bridleways. – Poplar between Langley's and the Church. Landowner contacted for action. |
|--|--|

- 2020/186 Discuss and approve the terms of reference for the Recreation Committee
- Resolution Clerk to Draft.**
- Resolution Cllr Ballard to send out for consultation and appeal for members to join.**
- 2020/187 Cll Applications:
1. Village Hall replacement Shed
- Resolution Defer to the next meeting**
- 2020/188 Cricket Field – Can this be registered as an asset of community Value.
- Resolution Agree in principle to start the process subject a positive response from the owner.**
- 2020/189 Community Safety – ANPR cameras
Discuss with a local landowner around system he has installed.
Guideline costs to be sought and a proposal written. Potential for a consultation via Parish News.
Location of cameras to be agreed with potential householders.
- Resolution Proposal to be e-mailed out for review.**
- 2020/190 Discuss Parish Footpaths and bridleways – a new guide to walking routes.
Can be printed out as a booklet. Thanks to Cllr Lewis for the work put into the routes.
- 2020/191 Discuss and approve costs for assembly and installation of the new Goal Post on the playing field.
- Resolution Approval In principle to spend £500 to install and assemble the new Goal Post**
- Resolution Clerk to contact City Council and other contractors as available.**
- 2020/192 Playing field update from Recreation Committee.
Shire Oak – Starts 15/09/2020 – 3 days works to complete.
Tamlyn to finish off the soil and make level.
Remove the bench
Quote from MUGA - £11,600 +VAT.
- Resolution: Consultation with the Parish to understand the future needs of the Parish.**
- 2020/193 Mashbury road request for Speed Limit reduction, Hedge Cutting and Roadside Mirrors.
Three elms to Britton Farm.
- Resolution Borrow the Great Waltham speed camera and set up run for a week.**
- Note speed limit is 60 MPH
- 2020/194 Community Governance – Informal Review by Chelmsford City Council – Discuss and approve the Consultation Response.
- Resolution Cllr Ballard to prepare a copy of the questionnaire and issue to the Council.**
- 2020/195 Central Government - Local Government review white paper.
- Resolution Defer as this consultation has not been issued yet.**

2020/196 Planning Consultations by Central Government
Planning 1st October – noted.

Resolution ***The Parish Council has No response.***

Future Planning 29th October – Meeting to discuss.

Resolution ***Propose an online meeting to discuss in October
Cllrs Towns, Elwick and Ballard.***

2020/197 Agree a date for the Budget Meeting for 2021/2022 and precept.
Friday 30th October 2020 – 10am

Resolution ***Clerk to set up a meeting via zoom***

2020/198 Discuss the Internal Audit report for 2019-2020
The Audit was reviewed and discussed.

Resolution ***The recommendations to be discussed at the next meeting.***

2020/199 Confirmation that the Clerk achieved a Satisfactory rating and has moved to Spinal point 14

Resolution Noted.

2020/200 Review and approve Bi-Monthly Bank Reconciliation

Resolution ***The Accounts were approved***

2020/201 Items for next Agenda

- Review Standing Orders
- Review Financial Regulations
- Review Clerks Contract
- Review Annual Risk Assessment
- Review Asset Register and replacements costs.
- Review the Parish Plan Actions.
- Approve the Precept for 2021-2022

Next Meeting – Budget Meeting – 30th October 10am

Next Monthly Meeting Monday 9th November 2020 at 7.30pm

**Meeting closed 21.45
Will Adshead-Grant
Clerk to the Council**