

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

Vice Chair : Linda Nelson

Meeting of the Bi-Monthly Meeting of the Chignal Parish Council at the Chignal & Mashbury Village Hall, on Monday 14th January 2019.

1. Chairman's Welcome

The Chair highlighted the sad news of the passing of the previous Parish Clerk Janet Mills

Chair Ballard

Cllrs Anstey, Feltwell, Elwick, Towns, Nelson, Middleditch

2. Apologies for Absence

None.

3. Register of Declarations of Interests and request for dispensation

Cllr Ballard, Middleditch and Feltwell – members of the croquet club but non-pecuniary – Item 12

Cllr Towns – Chairman of the Village Hall committee – Item 14

4. Public Open Session

9 members of the public.

It was highlighted that on the Chignal road, near pieces cottage some construction waste on private land.

The Village Clear up – item 17 was highlighted.

5. County and City Councillors' Reports

- a. Essex County Councillor Report - The Planned change to the Hollow Lane junction with Chignal road is likely to go ahead with Hollow lane given priority. The lighting will be used at 'risk' areas on the new Hollow Lane. Library Consultation both Broomfield and Writtle are Tier 4 so at risk. North Melbourne library is used by several residents. The Consultation is available on line. Bus consultation underway. Children's services have been Ofsted as 'Outstanding'. Council tax will be capped.

- b. Chelmsford City Councillor Report – Apologies received

6. To adopt the Orchard Sub Committee minutes of 9th January 2019

Resolution: Adopted

7. To confirm the full Council Minutes of 12 November 2018

Chairman's Signature.....

Resolution: Confirmed

8. Representatives' Reports: to note

- A) Playing Field Nothing to report
- B) Village Hall Liaison AGM of the Village Hall Mon 25th Feb 2019.
Provisional Car Park Contractor selected.
Shed selection has been delayed for other works to complete.
Hall is well used.
- C) Newsletter Including Website Bumper edition of the Chignal News issued.
Website requires updating.
- D) Gravel Liaison No progress on the bridleway.
No entry sign has not yet been in place.
- E) Community Safety Essex Crime rate increased by 11% (2 incidents Chignal)
FPPC looking to double the police precept
Chelmsford City Council updated on Village Hall for emergency needs
Fibre broadband reaching up to 50 mbps
Library Consultation for the future of Essex Libraries.
- F) Highways (to include Hedges) Nothing to report
Roadside Verges – Plant-life recommendation – Survey of Areas need marking for reduced cutting.
- G) Footpaths /Bridleways Due to dry weather the majority are in good condition
Community Group are surveying the furniture on the footpaths
- H) Telephone Box - Chignal St. James Nothing to report
- I) Tree Warden Nothing to report

9. Finance:

Account Balance:

Cheque Account £ 5,935.06
Saving Account £ 46,025.62

Income (in figures above)

3rd dec £19.25 interest

To Note Cheques signed between meetings

Cheque nr	Item	Cheque Value
100801	Orchard Expenditure	38.97
100802	DM PAYROLL	36.5
100803	CAS INSURANCE	40.52
100804	ORCHARD EXPENDITURE	39.87
100805	SALARY	165.86
100806	HMRC	40.80

Chairman's Signature.....

100807	CHURCH NOTICEBOARD COMPANY	14.40
100808	PENSION	57.58

Resolution: All Payments approved

To Note Cheques to be signed and issued

Cheque nr	Item	Cheque Value
100812	ORCHARD EXPENDITURE-Cllr Feltwell	224.43
100800	TREE SURGEON – OWL BOX	300
100809	Pension	57.58
100813	HMRC	40.60
100814	Salary	162.91
100810	EEAOP- ORCHARD TREES	51.85
100810	Broomfield Parish Council - Consultants	948
100815	Chelmsford DBF – Parish News	130.51

Resolution: All Payments approved

10. **Chelmsford Local Plan:** update and approval of expenditure on consultants
Expenditure of £1000 was approved at a meeting on 10th September 2018
The Inspector will make a decision by March 2019.

Resolution: Payments of £948 was agreed.

11. **Defibrillator:** progress report
Location at the edge of the Village Hall Car Park.
Defibrillator is £999 for semi-automatic and up to £1535 for a fully automatic.
Electrical work may be required along with the Unit and a suitable cabinet.
Total Works estimated at £4400

Resolution: Expenditure of up to £5000 approved

12. **Croquet Courts proposal:** report on public consultation
- As advertised in Chignal News, wider discussion needed with residents across the parish at a Community Event on 9th February on the types of leisure activities and facilities that should be provided in the Chignals, (a priority in the Parish Plan);
 - Further consideration of the proposal for constructing croquet courts and future uses of the playing field at the Community Event;
 - Additional information required by the Parish Council on the long-term intentions of the Croquet Club with regard to the development of the club, frequency of play and maintenance of the grass surface, (watering, cutting etc) plus an estimate of initial set-up costs of constructing the courts and on-going costs of watering, services and tools and equipment to maintain them in good condition

Chairman's Signature.....

- Outcomes of the discussions at the Community Event to be reported to 11th March meeting of the Parish Council.
- Managed Sustainable Activity ideas will be sought.

13. Community Event, 9th February: approve agenda

Cllr Anstey and Middleditch Volunteered

14. Community Infrastructure Levy

- a. Report on projects awarded CIL funding:
 - i. shed and overflow car park for the Village Hall;
 - ii. Nestbox project;
 - iii. benches, mulch, trees and irrigation tubes for the Community Orchard;
 - iv. Tree planting on Chignal Road verge (Planting End of January) ;
 - v. Parish noticeboards.
- b. Approval of applications for CIL funding: erection of large nestboxes on trees.

Resolution: Additional Expenditure of £300 approved

15. Hearing problems in the Village Hall: request to the Village Hall Committee to consider possible improvements

A microphone system was used throughout the meeting.

Request for feedback and opinions to be sent in to the Village Hall committee

16. Planning Matters

- a. **Draft Warren Farm Master Plan:** approve Parish Council's response

Resolution: The response was approved.

- b. **Persimmon Homes development: update**

Landscaping – new native hedges and trees will be screening the new lane.
Highways – Lighting, illuminated bollards and illuminated signs seems very urban.
Contact Persimmon direct.

17. Parish Litter Pick: approve date in March

Resolution March 16th 09:00

18. Approval to purchase Stationary for Cllr Middleditch to do marketing / PR posters

- a. Pack 100 A3 laminating pouches £9.59 (Last order £15.71 2015)
- b. Pack 100 Avery A3 inkjet Poster Paper £42.94 (last order £28.62 2016)
- c. Pack 100 Avery A4 inkjet Poster Paper £29.42 (last pack donated by CA)
- d. 10 x T007 T009 Bland and Colour Cartridges £17.95 (last order £18.00 2016)

Resolution: Expenditure approved

19. Approval to purchase software for Chignal news

Adobe editor being reviewed but its an annual fee

Defer to next meeting

20. Items for next Agenda.

- a. **Cil Bids – Orchard Committee**
- b. **Septic Tank Regulations 2020**

11th March 7pm Parish Council Meeting

11th March 8pm Annual Parish Assembly

Meeting Closed 21.34

Chairman's Signature.....

