

# **Chignal Parish Council**

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

Tel: 01245 360811 Email: [Chignalpc@gmail.com](mailto:Chignalpc@gmail.com)

Clerk: Will Adshead-Grant

Chair : Lynn Ballard

Vice Chair : Linda Nelson

Minutes of the Monthly Meeting of the Chignal Parish Council at the Chignal & Mashbury Village Hall, on Monday 14<sup>th</sup> May 2018 .

## **1. Chairman's Welcome**

Chair Ballard

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

## **2. Apologies for Absence**

None

## **3. Public Open Session**

3 members of the public.

Automatic Gunfire heard in the Parish during the day – Information to be requested from the Fire Police and Crime Commissioner

Cutting of road side verges – Plantlife.org.uk – Discuss with Highways

## **4. Register of Declarations of Interests and request for dispensation**

Nothing declared

## **5. County and City Councillors' Reports**

- a. Essex County Councillor Report - Apologies
- b. Chelmsford City Councillor Report

## **6. To adopt the Budget Committee minutes of the 12<sup>th</sup> March 2018**

Adopted

## **7. To adopt the Orchard Sub Committee minutes of the meeting on the 10<sup>th</sup> April**

Adopted

## **8. To confirm the full Council Minutes of the 12<sup>th</sup> March 2018**

Adopted

## **9. Representatives' Reports: to note**

- A) Playing Field Hedge needs cutting and height reduced (tractor cut) – 1<sup>st</sup> September  
Discussion on going about storage pavilion and croquet pitch
- B) Village Hall Liaison Road closure concerns for Village fete on 2<sup>nd</sup> June
- C) Newsletter Including Website Newsletter has been issued
- D) Gravel Liaison Permissive bridleway by the summer 2018.  
Gating may need to be reviewed
- E) Community Safety Solar powered Defibrillators might be an option: possibly one to be sited at the Pig & Whistle and another at the VH  
BT e-mail fraudulent concerning online payments
- F) Highways (to include Hedges) Survey of highways and ditches to be added to highways report
- G) Footpaths/Bridleway No issues
- H) Telephone Box - Chignal St. James No issues

- l) Tree Warden Surveying of former orchards in Chignal and Mashbury as part of the Orchards East Project.

**10. Finance:**

**Account Balance :**

**Cheque Account           £ 14,703.15**

**Saving Account           £ 33,261.20**

**Income**

24 <sup>th</sup> April	Precept	£3340
26 <sup>th</sup> April	Cil – Brick Barns	£405.57

**To Note Cheques to be signed and issued**

Date	Cheque nr	Item	Cheque Value
14.05.2018	100758	Business Services at CAS ltd - Annual Insurance	£189.98
14.05.2018	100756	Chelmsford City Council - Orchard Rent	£200
14.05.2018	100753	EALC	£127.02
14.05.2018	1000752	Clerks Wages	164.35
14.05.2018	100755	PAYE	41.00
14.05.2018	100754	Broomfield Parish Council	£740.26
14.05.2018	100757	Chelmsford DBF - Printing	£105.21
14.05.2018	100759	Chignals and Mashbury Village Hall	£50

Approved and signed

**11. Update on the Chelmsford Local Plan**

Submission was made. Comments are on the portal. 7<sup>th</sup> June CCC Development Policy Committee to agree the final submission to go to the inspector.

Chelmsford City Council are creating a procedure for master plans for proposed growth sites with >250 houses. If there is a neighbourhood plan in progress then the Parish Council will be invited to engage with developers (Writtle and Broomfield).

The plan is still to reach the examination in public stage by October / November 2018

**12. Noticeboard Maintenance (Varnish etc)**

Pictures of all three noticeboards were displayed. All noticeboards have water damage to the noticeboards. There is a need to upgrade the noticeboards and put on a better preservative.

Cllrs Towns , Middleditch and Elwick to review requirements and report back to the next meeting.

**13. Little Hollows Noticeboard**

Some concerns raised by residents on the requirement for noticeboard. Online options are available (Facebook / Parish news and website). Debate on the best location and feedback from residents.

*Resolution: The Parish Council has decided not to invest in a noticeboard.*

*Resolution: Discuss with Persimmon if a noticeboard could be sited on the development.*

**14. Persimmon Homes Building update.**

No dates are available at the moment but Persimmon plan to issue a newsletter in May. Concerns raised about infrastructure and planned works.

**15. GDPR – Discuss ICO**

The DPO can be the Clerk. GDPR legislation will pass by the 25<sup>th</sup> May 2018.  
.GOV. e-mail information

*Resolution: Contact through EALC about .GOV – Cllr Nelson to Draft requirements*

*Resolution: Contact direct to EEC John Aldridge – to support*

**16. Speeding within Chignal**

Possible speed watch team, up to date traffic data needed, SID being borrowed from Great Waltham

**17. Meeting with Highways (29<sup>th</sup> May or 12<sup>th</sup> June) to be confirmed**

Send information to John Aldridge for meeting: CPC highway issues report and road survey from Cllr Feltwell.

*Post Meeting: Both reports sent to Cllr John Aldridge for the highways meeting.*

**18. Grant requests received**

- a. VH Providing a hard surface to the overflow car park – Budget £14,000 for a porous surface.
  1. Agreed in Principle
- b. VH Replacing the storage shed – Budget £4,000
  1. Agreed in Principle
- c. VH Relocating the electrical pole at the rear of the hall – Relocation cost £20,000
  1. Low priority
- d. Bird Box
  1. Agree to fund up to £500
  2. Agree to Pay for the Village Hall hire

**19. To confirm that the Clerk has had a satisfactory appraisal and his pay rate has increased by one spinal point backdated to the 1<sup>st</sup> April 2018.**

Confirmation and increased to SP21.

**20. Discuss various concerns raised over the volume of lorries at Garden Express.**

Concerns discussed

**21. Items for next Agenda (these cannot be discussed at this meeting)**

- a. Update on traffic and planning issues concerning Garden Express – Cllr Anstey

Meeting Closed 21:38  
Will Adshead-Grant  
Clerk to the Council