

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 held on Monday 11th January 2021. at 7.30pm Online.

The Parish Council Co-Opted Rick Stainton onto the Council

2020/225 Chairman's Welcome

Extremely impressed with community spirit – Drains – being manually unblocked, Volunteers undertaking Litter Picking. Community Group produced Welcome Packs and delivered to new residents. Bulb planting around Little Hollows. Support of neighbours during the pandemic.

Chairperson Cllr Ballard

Councillors Lewis, Towns, Elwick, Nelson, and Stainton.

2020/226 Apologies for Absence

None required.

2020/227 Register of Declarations of Interests and any requests for dispensation

Cllr Towns – Village Hall - 2020/237

2020/228 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.

9 members of the public in attendance.

- Welcome Rick to the Council
- Poor state of the roads in the Parish. Drainage by the Village Green causing icy conditions. Dangerous manhole cover by Stevens farm. Essex Highways - Can some funding be diverted from the Urban areas to the rural areas.
- Village Hall position on the Chignals website to be added to main banner rather than part of the clubs.
- Damage to verges especially around Gardening Express – concrete turning area to be in place by Spring 2021.
- Covid Vaccinations. A Resident Over 80 concerned about the information on appointments due to the current poor postal service now. The GP practice will likely use several types of communication to arrange appointments – Telephone, Postal, Mobile, Text or e-mail.

2020/229 Planning Decisions

20/01340/FUL	3 Ash Rise Chignal Road Chignal Smealy Chelmsford Essex CM1 4SY	Application	Application Permitted
20/00825/FUL	Barn South Hillcroft Chignal Road Chignal Smealy Chelmsford Essex	Application	Application Permitted

2020/230 Planning Applications

1. Update on the Persimmon Homes development, Roads Works, Landscaping and Housing completions.
 - 82 residential properties are within Chignal.
 - The balance is within Broomfield Parish.
 - 66 House and 16 apartments.
 - Estimated by Easter that all properties in the Chignal Parish will be sold.
 - Landscaping – 47 new trees on the new raised banks. Hedging has been established. Grass and wildflowers have been sown.

- Snagging list to be created for any issues.

2. Reference: 20/01930/FUL

Address: The Willows Mashbury Road Chignal St James Chelmsford

Description of works: retrospective application for outbuilding and proposed new doors to existing cart lodge.

The Chignal Parish Plan, 2016, includes a Key Task to “support residents to improve their homes and stay in the village” and this is amplified in Objective 20, “to support opportunities for residents to improve their homes or move to other properties in the Parish because of down-sizing, setting up new households or requiring additional care in line with the Chignal Villages Design Statement (VDS)”.

The VDS gives guidance on house extensions, Page 20, “extensions should be sympathetic to the property and in harmony with the surroundings”. In addition, “extensions should not unduly affect adjoining residents and should not completely fill the available space, as it is important in a rural community to provide views of the countryside beyond and thus avoid the urbanisation of the street scene”.

In this retrospective application for new doors on an existing building/ cart lodge, the doors match the design of the building and are in harmony with the surroundings.

Resolution the Parish Council approves this application.

3. Reference: 20/02077/FUL

Address: The Woodpeckers Mashbury Road Chignal St James Chelmsford

Description of works: extension to existing garage.

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The VDS gives guidance on house extensions, Page 20, “extensions should be sympathetic to the property and in harmony with the surroundings”. In addition, “extensions should not unduly affect adjoining residents and should not completely fill the available space, as it is important in a rural community to provide views of the countryside beyond and thus avoid the urbanisation of the street scene”.

The drawings submitted show the demolition of an existing garage and store shed and replacement outbuilding comprising a garage and extended workshop/store in the same location at the side of the property.

The proposed typical brick and timber clad structure is sympathetic to the property and in harmony with the surroundings.

However, it is noted that the application for this new outbuilding shows fully insulated floors, walls, and roof, with double glazed windows, plastered and then decorated internally with all services, water, electricity and drainage connected to the building. This would appear to be excessive for a garage and workshop/store and suggests that this outbuilding could be converted later to a separate residential property. A condition should be imposed on any planning permission to limit use of this outbuilding to its use as a garage and workshop/store.

Resolution the Parish Council approves this application but requests a condition be placed that This outbuilding should be used only for purposes incidental to the enjoyment of the dwelling house known as “The Woodpeckers” and as such, should not be used for any trade, industry, or other use whatsoever or as independent residential accommodation.

4. Reference: 20/02050/FUL

Address: 21 Havisham way Chelmsford Essex cm1 4uy

Description of works: two-storey side extension

Resolution No comment

2020/231 County and City Councillors' Reports

i. Essex County Councillor Report

Latest Covid information has been circulated. Broomfield Hospital and Melbourne are both vaccination centres. Pfizer second jab – around 12 weeks later. AstraZeneca vaccination is easier to handle due to smaller batches and no temperature issues.

Central Baptist Church in Chelmsford will be a testing centre for no symptom testing – by appointment.

Availability of Laptops – Essex released 5,000 for schoolwork. 251 have been released to Schools in Chelmsford.

Temporary Replacements for Free School meals - £15 voucher system

Emergency food funding is available via Essex County Councillor – small grant.

Hollow Lane – still awaiting decision on permanent status.

Flooding issues – some of this is landowner responsibility.

ii. Chelmsford City Councillor Report - Apologies given

2020/232 Confirmation of the minutes of the meeting of the Council on 9th November 2020.

Resolution approved.

2020/233 Orchard sub-Committee: to note the minutes of 27th November 2020.

Resolution Noted

2020/234 Update on Chelmsford CC's Community Governance Review

The City Council has issued the results of its informal review. A formal review is expected in the spring / summer with a review completed at the end of the year.

2020/235 Finance:

Account Balances: 03.01.2021`:

	Cheque Account	-£93.57
	Saving Account	£ 56,118.11
Income	Interest	£1.40
Total		£56,024.54

To approve Cheques to be signed and issued:

Cheque nr	Item	Cheque Value	Budget Classification
	bank charges	£2.00	Bank Charges
100936	Shire Oak	£5,508.00	Cil
100937	DM Payroll	£54.00	Salary
100938	Barriers Direct	£169.91	Cil
100939	Essex pension fund	127.67	Salary
100940	HMRC	26.00	Salary
100941	W. Adshead-Grant - Dec	103.71	Salary

100942	PKF-Littlejohn	240.00	Auditors
100943	Taylor engineering	168.00	Playing Field
100944	HMRC	26.00	Salary
100945	Essex pension fund	127.67	Salary
100946	W. Adshead-Grant - Jan	103.71	Salary
100947	Chelmsford DBF	100.00	Cil
100948	Transscape	750.00	Cil

Total Payments **£7,506.67**

Account Breakdown from Cash Book:

Precept	£ 5314.17
Orchard Account	£ 532.01
Cil Account	£ 35,840
Parish reserve	£ 14,338.36
Total	£56,024.54

2020/236

Representatives' Reports: to discuss and debate any items.

A) Playing Field

- Update on goal post installation
 - Chelmsford City Council waiting on a 'dry spell' to enable the equipment to be driven on and the sockets created.
- Update on Car Park security
 - Lockable, foldable post at the entrance of the car park.
- Design and installation of a new Parish Council sign in the playing field Car Park.
 - Design being undertaken.
- Oak Gazebo finished and soil seeded.

B) Village Hall Liaison

- Building is still closed but is closely monitored and maintained.

C) Newsletter and Website

- Newsletter issued online before Christmas.
- No issue likely before March.
- Website – No update

D) Community Safety

- Update on ANPR Cameras
 - 24 responses to the consultation. Majority in support. However, concerns raised on the use of the data. The ongoing costs. Location of cameras and how effective they might be.
 - Feedback from the Parish has been particularly good to help formulate what we want to do and what we expect the cameras to do.
 - Cameras looked at work in the dark.
 - Specification of the project needs to be resolved. What can we do in line with Chelmsford City Council, Essex Police, Essex Highways, Local Business and landowners and other parties?
 - There is a lot of documentation and a policy to be drafted.
 - A progress report will be made to the next Parish Council meeting leading to further consultation with residents.

- Consider a funding bid from to the Police, Fire and Crime Commissioner for Essex's Community Safety Development Fund.
 - **Resolution** **Premature at this stage**

E) Highways (include Hedges)

- No Through Road signs for Gray's Lane: update on bids to the Local Highways Panel (LCHE202033) – Request to Match fund £750.
 - **Resolution Ownership is unclear. Pause this.**
- No Through Road signs Chignal hall Lane: update on bids to the Local Highways Panel (LCHE202034) – Request to Match fund £750.
 - **Resolution Contact Street Naming team and no through road.**
- Installation of new 40 MPH signs adjacent to Broomwood Manor
 - Administration of this is in hand.
- Closure of Old Hollow Lane after the ECC meeting on 30th November 2020
 - Any decision is delayed due to the Pandemic.
- Update on inspection of the damaged roads, verges, and ditches from the road closure diversions.
 - Some inspections have taken place.

F) Footpaths/Bridleways

- Discuss Parish Footpaths and Bridleways – a new guide to walking routes.
 - The footpath booklet has been well received.
 - An electronic version to be placed on the website.
 - **Resolution Request a reprint of the footpath booklet.**
 - Footpath 23 – Obstructed – Information to be investigated.
 - Missing footpaths need to be identified to Essex County Council before 2026.

G) Tree Warden

- **Resolution Clerk to investigate if there any unallocated Cil finances held by Chelmsford City Council for an extension for the Chignal Road tree planting.**

2020/237 CIL Applications:

1. Village Hall replacement Storage Building – estimated at £16,500 (Incl VAT)
Cllr Towns – declared an interest and took no part in the item.

Resolution : The Parish Council has agreed to the bid for £16,500 and will issue a cheque

2020/238 Update on BT phone box opposite the Church

BT have been contacted. They will inspect the phone box when they have an engineer available.

2020/239 Update on Welcome Packs for New residents

Packs have been built by the Community Group to issue to the new residents.

2020/240 Update on Assets of Community Value – Chignal Cricket Field

The Clerk has the paperwork ready to complete and submit following the process.

2020/241 Items for next Agenda

- **Battery for the defibrillator at the Village Hall required**

Next Monthly Meeting Monday March 8th, 2021 at 7.30pm – It may be Online.

May 10th, 2021 (AGM), July 12th, 2021, 13th September 2021, 8th November 2021.

Community Meeting to be confirmed.

Annual Parish meeting March 8th.

Meeting Closed 21:50

Will Adshead-Grant

Clerk to the Council.