

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

Vice Chair: Linda Nelson

Minutes of the Bi-Monthly Meeting of the Chignal Parish Council held on Monday 13th September at **7.00pm** in the Chignal & Mashbury Village Hall

2021/324 Chairman's Welcome

Community Picnic, Monthly Village Coffee Mornings. Visitors to the Orchard and a forthcoming Bat Walk. Good to see the Community getting back to normal.

Chairperson: Ballard

Councillors Lewis, Elwick, Towns, Nelson, Stainton

2021/325 Apologies for Absence

No apologies

2021/326 Register of Declarations of Interests and any requests for dispensation

No declarations.

2021/327 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.

Six residents attended.

Chignal Road issues

The white gates proposed either side of the road on the Chignal Road supportive but concerned about the cost of £10,500. The gates will be a deterrent for speeding drivers. This should be of utmost importance. Could this estimate and the contractor be challenged?

Challenge on the white gates and an objection to the cost. Request to consider a consultation.

Can we get more support from the residents and wider afield? Previously this has been undertaken with a good response.

If LHP are placing road traffic indicators, will they differentiate between road users? Yes, the traffic survey does note the different axle weights.

Gardening Express

Has all their work been completed to create a proper surface inside their site and for all cars to not park on the verges? Cars are still being parked on the road.

An update provided by Gardening Express was read out.

Internals at GE.

Weather permitting, complete the greater extent of these in the next fortnight, most preparations have now been completed. Provided the concrete can be delivered, an absence of rain and temperatures not too cold or hot this will be completed.

Site entrance.

The bell-mouth entry to the property lays outside the curtilage of the property and is under their jurisdiction. What everyone sees as they drive past is the highways responsibility.

Chelmsford Governance Review

Is the removal of Little Hollows from the Parish of Chignal likely to happen? 2021/340. Concerns raised about leaving the Parish and the loss of being part of the Rural Parish.

i. Essex County Councillor Report – Cllr Mike Steel

Afghan Resettlement:

UK Govt have made an extra £5M available for Afghan resettlement to provide housing support.

Mid and South Essex Hospital Trust: (includes Broomfield Hospital)

No of patients waiting for more than 52 weeks for treatment increased to 8,557 in March 2021 as opposed to May 2020 figure of 2,209. The Aug 2021 figure has fallen to 4,277 and MEHT are aiming for 1,900 by Dec 2021. However, a difficult winter is expected, and this may change.

A&N consultation (essexhighways.org)

Open until 3rd Oct – down to remaining two choices – Hamburger or T-Junction.

Residents invited to have their say on the library service

Two online sessions are taking place on Monday 20 September

Cllr McKinlay wants to see libraries at the heart of our communities which is why they plan to invest in, enhance and protect the library service.

Residents wishing to attend the sessions can register their interest via the following links. They will then be contacted by email with full joining instructions prior to the event they have registered for:

Morning session 11:30-12:30, 20th September: <https://www.eventbrite.co.uk/e/have-your-say-on-the-library-service-tickets-169622719119>

Evening session 18:00-19:00, 20th September: <https://www.eventbrite.co.uk/e/have-your-say-on-the-library-service-tickets-169624544579>

Hollow Lane – closures and 40mph approved and it is planned for October half term.

Village Gateway – LHP - All funds are used up this year if wanted this year, the only way to do it is to fund. As a total request or match funding, it would need to be a candidate for next year. There are 5 ECC, 5 CCC, and 1 EALC (PC) reps on the Chelmsford LHP, all fighting for their divisions! With requests at 10 times the available budget, match funding requests get a more favourable view as they clearly show that the requester is committed to the scheme. My understanding is that it will be £10,500 for gates either side of the area – with such gates having a left and right side – so four separate structures. The design stage would finalise this as it also includes checking land ownership, permissions, utilities. Note this is an estimate – so could increase or decrease.

30mph – The application is ready to be submitted, once you approve at your PC meeting

Home to School Transport – ECC are only responsible for transporting entitled children to school for free. Entitlement is Govt set criteria where a child under sixteen has the **nearest** school is more than three miles away, or it is less than 3 miles but there is not a safe walking route.

Chelmer Valley High School (CVHS) has been served by a coach company for over 5 years, but this year competition from cab companies has brought in alternatives to larger school buses. The CVHS contract was still won by the coach company, but at a lower price. Consequently, the coach company has had to replan routes and vehicle sizes and the number of unused seats, which can be sold to non-entitled children, is less.

ECC has not changed its position – it continues to meet its obligation to transport entitled children, but the sale of unused seats beyond this is a commercial decision by the coach operators.

It is likely that if the coach company had not won the contract, there would not have been any unused seats for sale.

However, we have been in ongoing contact with the coach operator to try to maximise the number of seats for sale. The net result is that the CVHS contract accommodates 158 entitled children who have applied (contractual capacity was 170) and the capacity has been enhanced to two hundred by allowing standing and conditional offerings, meaning forty-two seats were available for sale. It is believed that this means that the Chignalls, Boreham, Leighs, Great Waltham non-entitled children have been accommodated.

To address another misunderstanding, CVHS does not have a catchment area (formally known as defined priority admissions area). The school has listed the primary schools that have a relationship with Chelmer Valley High School as part of the River Chelmer Partnership.

ii. Chelmsford City Councillor Report - Cllr Nicolette Chambers

No report.

2021/329 Confirmation of the minutes of the Bi-Monthly meeting of the Parish Council on 28.07.2021

Resolution **The Minutes were confirmed**

2021/330 Note the Orchard sub-Committee minutes of 20th August 2021.

Resolution **The Minutes were noted**

The next Orchard event is on the 17th of October for a fruit celebration (Village Hall has been booked in case of inclement weather)

Planning

2021/331 Planning Decisions:

19/01522/S73	The Orangery the Green Chignal St James Chelmsford Essex CM1 4TY	Application Permitted
20/02039/FUL	Woodfall Chignal Road Chignal Smealy Chelmsford Essex CM1 4TA	Application Permitted

2021/332 Planning Applications:

Reference: 21/01545/OUT

Address: Land North of Warren House Roxwell Road Writtle

Description of works: Outline application for Strategic Growth Site 2 comprising up to 880 new homes, primary school with co-located early years and childcare nursery, travelling show persons site for five serviced plots, sports facilities including a pavilion/community centre, neighbourhood centre (including retail, community, healthcare, office and residential uses), plus associated landscaping and habitat creation, public open space and play facilities, roads and infrastructure (all matters reserved except access), together with a detailed scheme in the south east corner for Phase 1A comprising 177 no. houses plus associated roads, parking and infrastructure (Landscaping reserved for Phase 1A).

Phase 2 is closer to Chignal Parish. There are multiple pages of reports for this application. Each report runs to several hundred pages.

Resolution **Chairperson to contact the Chelmsford City Council Planners to confirm the details of landscaping along the northern edge of the site.**

2021/333 Update on Barn Conversions, west of Beaumont Otes Cottage

There have been a series of minor changes to the plans on the portal. Key issues are the discharge of conditions. Of the fifteen materials requested only three have been approved by the Planners. There are no deliveries and no work on going.

Resolution **The Chairman to update after discussion with the planning officer.**

Finance

2021/334 Account Balances: Cheque Account £1,569.37

Income	Interest	£1.01
Reserve Account		£ 43,358
Orchard Account		£412
Cil Account		£22,800
Parish Reserve		£20,146
Total		£ 44,927.37

2021/335

To approve Cheques to be signed and issued:

Date	chq no	Details	Total	Budget heading
04.08.21	100994	M G Howard	£150.00	Audit
04.08.21	100995	HMRC	£80.00	PAYE
04.08.21	100996	Taylor Agricultural Engineering	£384.00	Playing Field
04.08.21	100997	CHELMSFORD DBF- Footpath Maps	£100.00	CIL
04.08.21	100998	Essex pension fund	£210.04	Pension
04.08.21	100999	Clerk (back pay)	£326.28	Salary
05.07.2021		BANK CHARGES	£2.00	bank
04.08.2021		BANK CHARGES	£2.00	bank
05.09.2021	100000	Essex pension fund	£144.40	Pension
05.09.2021	100001	HMRC	36.80	PAYE
05.09.2021	100002	Clerk Salary	159.86	Salary
			£1,595.38	

2021/336 Review of the Bi-monthly bank reconciliation

Resolution **The reconciliation was approved and signed with Zero variance.**

2021/337 Update on getting the Parish Councillors online banking with Barclays Bank

Discussed and e-mail information sent to the cheque signatories.

2021/338 Update on Climate Change Community Meeting, Sat 2 October

Article posted in the September issue of Chignal News. Local business in the Parish being contacted and offered a meeting to discuss how they can work together on climate change. Gardening club to help to promote measures. Orchard Committee has discussed potential training on using a hand scythe. A presentation has been prepared to guide on small quick wins through to longer term items.

2021/339 Discuss the new code of conduct from Chelmsford City Council

Resolution **The New code of conduct was adopted.**

Parish area: Chignal

Feedback from informal consultation: no change necessary. Feedback from first formal consultation: forty electronic responses received advising they are from this parish, although some were from the neighbouring unparished area of the City Centre. Most were supportive of retaining the status quo. The following comments were received: One respondent felt the Little Hollows development was separate from the rest of the parish and should therefore no longer be part of the parish. However, several respondents from that area advised they feel more part of Chignal than the neighbouring City. It appears a level of concern has arisen in this area that the city would 'swallow up' Little Hollows, and a number of respondents from that area advised they wish to remain in Chignal parish. One respondent advocated for the abolition of the parish council. Several respondents advised they would prefer to be part of the Chelmsford parliamentary constituency, although this is outside of the remit of the CGR (and is the responsibility of the Boundary Commission for England).

Development: no significant new housing development is noted within the parish, other than in the Hollow Lane area.

Assessment: the development around Hollow Lane, Dogrose Close, Foxglove Avenue and surrounds is currently divided between Broomfield and Chignal parishes. This is unlikely to reflect the interests and identities of the local community. As there will be no vehicular access from this area to the rest of Broomfield, it would not be logical for this community to be included within that parish. That leaves two options – to include the area within Chignal parish, or to amend the boundary such that it becomes part of the unparished area. Some submissions were received from residents in this area not wishing to be part of the unparished city centre. However, Members at the Connectivity and Local Democracy Working Group noted that the number of properties expected in this development site would, if they became part of Chignal, comprise around two-thirds of the total number of households and would therefore change the nature of Chignal. Access is primarily to the south, into the unparished area of the City Centre, and the development is considered more likely an extension of the City Centre rather than an extension of Chignal. As such, the recommendation is that this area should become part of the unparished area.

Draft recommendation: given the current community governance arrangements meet the statutory tests, there is no expected major new housing development that would disrupt those arrangements, and no identified support for changing arrangements, we recommend:

Amend the parish boundary such that the Hollow Lane area becomes part of the unparished city centre area, as shown in the map below.- No change in electoral arrangements, so retaining a parish council. Area CB is currently split between Chignal and Broomfield. The proposal is that this becomes part of the unparished City Centre.

Governance arrangements: Electorate 396. Changes in electorate due to proposed boundary changes – 170 to city centre Proposed electorate 226. Current number of parish councillors seven. Ratio (electors per parish councillor, rounded) as NALC recommendation (1988 guidance). Notes on recent elections. No recent contested elections. One unfilled seat in 2019 Proposed number of parish councillors 7 – no change

Draft recommendations: (1) No change in parish boundary, other than as noted in Broomfield section of this report. (2) No change in parish name. (3) No change in the number of parish councillors

Mashbury (parish meeting) – no changes to boundary or governance arrangements, but a targeted consultation of residents to take place regarding whether residents feel local community governance would be more effective and efficient by being part of Chignal parish.

Resolution **Clerk to write to the Committee to highlight that some residents of Little Hollows are keen to remain in the Parish and to request information on the criteria used to determine the removal of this area and an explanation as to how the “targeted” consultation on the recommended changes will be managed to ensure that residents’ views are taken into account.**

- Update on the Persimmon Homes development: completions, landscaping, road signs and Chignal Road/Hollow Lane's junction
 - A few houses still to be completed. Link footpath is complete. Landscaping area has been cut in preparation for the tree planting scheme in the Autumn.
 - 2nd Phase is awaiting occupation – In Broomfield parish.

B) Playing Field - Cllrs Elwick, Towns and Nelson

- Update on Gazebo – The bench has been repaired and enhanced.
- Information Board – The artwork is still in production.
- Car Park security - new bollard installed.
- Tree works – Additional Hedge cut approved

C) Village Hall Liaison - Cllr Towns

- Progress report on construction of the storage building
 - Item Complete – Electrics to be installed.
 - Lease for the Parish Council to use the storage building to be drafted by the Village Hall Committee.

D) Community Engagement - Cllrs Nelson and Stainton

- Digital Engagement Review
- Website tweaks, Navigation links improved.
- Update and standardise the 'Brand' of Chignal Parish.

E) Community Safety – Cllr Lewis

- Update on installation and policy for collecting and using data from security cameras to deter fly tipping and other crimes.
 - Policy on the cameras has been drafted
 - Chelmsford City Council are reviewing the draft and map.

F) Highways (include Hedges) - Cllr Ballard, Towns and Elwick

- Update on responses from Essex County Councillor to issues raised on highway drainage, verge and road surface damage, road signs and road names across the parish
- Update on permanent extension of 40mph signs on Chignal Road, north of Hollow Lane. See Cllr Steel's report item 2021/328
- Update on proposal to restrict vehicle access to Hollow Lane. See above.
- Discuss LHP application for a 30mph speed limit on Chignal Road
 - Application passed to Cllr Steel of ECC.
 - Breeds Road to Woodside cottage
 - The application will take several years to complete.

Resolution **The application to the LHP for a 30MPH speed limit was approved**

- Discuss funding of the village entry gates in Chignal Smealey. Estimated cost £10,500

Resolution **Proposal for the consultation at the next meeting to be drafted by the highways representatives.**

- Report on site meeting with City Council's Address Management officer re: new road name signs and actions to remedy incorrect road names

Resolution **Chairperson to follow up with the Officer on his recommendations.**

G) Footpaths/Bridleways – Cllr Nelson and Cllr Towns

- Consider measures to promote the Countryside Code.

H) Tree Warden - Cllr Ballard

- Application made for a Greener Chelmsford Grant for tree planting scheme
- Concern about damage to mature Oak Tree on building site adjacent to 213 Chignal Road.

Resolution **Chairperson to contact Chelmsford City Council Tree officer.**

I) Countryside conservation and climate change (Inc Friends of the Nature Park)
Cllr Ballard, Lewis, Nelson, and Stainton

2021/343 Update on the Three Elms.

Gardening Express had reported that a meeting was held with the city council last week: they seemed happy with the proposals. Surveyors on site last week to make their report on the suitability of the plans for the property and a planning application will be forthcoming.

2021/344 Applications for CIL funding from the Parish Council

- Orchard Committee – Grass Collector

Resolution **The application was approved**

2021/345 Items for the next Agenda

- Budget for 2022-2023
- Precept for 2022-2023
- Chelmsford Governance Review.

Meeting close 21:45

Will Adshead-Grant

Clerk to the Council

Budget Meeting to be arranged – Wednesday 6th October at the Coffee Morning

Community Meeting booked for Saturday 2nd October 2021.

Next Monthly Meeting Monday 8th November 2021