

Chignal Parish Council

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Clerk: Will Adshead-Grant

Chair: Lynn Ballard

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Vice Chair: Linda Nelson

Facebook: [Chignals & Mashbury Community page](#)

Minutes of the Bi-Monthly Meeting of the Chignal Parish Council held on Monday 14th March 2022 at **7.00pm** in the Chignal & Mashbury Village Hall.

Governance

2021/385 Chairman's Welcome

Chair Ballard

Cllr Lewis, Stainton, and Towns

2021/386 Apologies for Absence

Cllr Elwick and Nelson

2021/387 Register of Declarations of Interests and any requests for dispensation

No declarations

2021/388 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.

Nine members of the public

Concern expressed about the slow speed of the works at Gardening Express and the poor state of the road, lack of turning circle and other promised works.

2021/389 County and City Councillors' Reports

- i. Essex County Councillor Report – Cllr Mike Steel

Library Consultation:

I attended a briefing on the consultation and development of the new library plan: Everyone's Library Service 2022 – 2026 on Thursday 10th March at the People and Families Policy and Scrutiny Committee.

The meeting provided an update on:

- The consultation and engagement process with Essex residents and key stakeholders on the draft plan for Essex libraries.
- The outcomes of the consultation
- The next steps to finalise and adopt the plan and prepare for delivery.

The papers state that the new library plan will enable the delivery of a service that is modern, vibrant, and sustainable. It commits to keeping all seventy-four libraries open with investment in training and the upskilling of library staff.

The consultation analysis report shows that Essex residents and organisations give their broad support to the Plan.

Essex County Council is the second largest library authority in the country, serving a population of 1.5 million residents across a network of seventy-four libraries, two mobile library vehicles, an online e-library service,

and a home library delivery service provided by volunteers to residents who cannot access onsite or mobile services. In 2019-20 (the last year unaffected by pandemic restrictions), the library service had 226,000 active users, 4.3 million visits, 3.9 million loans, and over 400,000 e-resources were borrowed

I note that a total of 2,213 survey responses were received of which 2,185 were from individuals = 0.1% of population. Fifteen percent of respondents were from the Chelmsford area = 0.2% of the population. Eighty-seven percent of respondents were over 35, 1% were under sixteen.

The document is a plan to have a plan, stating ambitions, but not clear on detail on how it will be achieved. The proposal now goes forward to Cabinet.

This does not go into any detail on how individual libraries will operate in the future. I have registered the fact that the library committees/PCs in my area, want to be involved in that process, with the Head of Libraries at ECC.

Hollow Lane

Hollow Lane has now been closed. I am informed that the lock was cut within a few days. I have reported this to Highways, but it is a police matter.

Flooding:

I raised the list of queries with Highways again and got the following response 24th Jan:

“The first set of defects are on Mashbury Road in the vicinity of a property called “Pieces.” The gullies here do need attention and are anticipated to connect to each other and adjacent ditches, although their outlets could not be seen. They need to be attended with our jetting machine and with a works gang to try and ascertain where they outfall. It is anticipated that the ditch has become silted which in turn has contributed to the gullies being blocked.

The defects on Chignal Road, Chignal Smealy (either side of Dyers Hall) are also blocked and need attention in the same way as those above. This work is still to be arranged. Road closures are required, and this work will become easier to undertake once we get beyond the winter months, however, will be looked at further to take this forward.

In addition to works here, it would be appreciated if the Parish Council can further request the roadside ditches are appropriately maintained in the area to allow any gullies to drain freely. Roadside ditches are the responsibility of the adjacent landowner to maintain not the Highway Authority. This may aid the flow of water from the carriageway although we may have the capacity to investigate adjacent areas at the same time as the above works.”

I asked for another update 7th March but have not received a response yet.

Gardening Express:

I have met with the owner and manager and had a tour of the site. The yard is currently being resurfaced and will add improved turning circle and car parking. The resurfacing will go right up to the highway.

Locality Fund

I have now awarded all of my £10,000 Locality fund. This was spread fairly across my division. There should be another one operating from May onwards. This year's theme is “Levelling Up”:

Requestor	Awarded	
Good Easter Church	£750	Fence
GWPC	£1,000	White goods for Pavilion
Good Easter PC	£300	Contribution to Defib
Roxwell Church	£1,000	Heating
Beryl Platt centre	£1,000	Drinks Fridge
WPC Writtle Archives	£750	New records Computer
Chignal PC	£1,000	Webpage set up
Broomfield VH PC	£1,000	New PC for bookings etc
Gt Leighs VH	£1,000	Upgrade to car park lights
GW School	£900	Potting shed for children's garden
CVHS	£300	School prizes. Chase 27th Jan
Writtle Sports and Social Club	£1,000	Coffee machine
	£10,000	

LHP

Next meeting is 17th March, when the full group will look to confirm the funding allocations for 22/23 – so no change of report from the previous one.

The Village Gateway is on the LHP funded list at a cost of £11,500 (design 22/23 implementation 23/24 – I will try to get this advanced) I know public perception would expect this to be cheaper, but this includes things like design, utility searches, land ownership searches, Traffic Orders, premiums for roadside contractors, – which add to the cost. Village Gateways are meant to make drivers feel like they are entering a residential area, and to take more care. The effect is meant to last on the road between the gateways

It has been some time since an LHP/Highway's speed survey was done through Chignal Smealy – back in 2016 – average speed recorded as 36mph, 85th percentile 42mph. After the Gates are fitted, a speed survey should be done to measure effectiveness.

Following a recent email from the Chair, I checked back on the 2018 survey done using the GWPC SID – average speed recorded 33mph, 85th percentile 39mph. This shows particularly good compliance with the speed limit. Very very few doing 60mph (1 vehicle per day)! There will always be some! One of the advantages of the SID and the LHP survey, is that it identifies when the excess speed was done, so can be used to lobby the traffic police to attend at the right time – it is my experience that such a blatant speeder is the same one, the same time.

Ride London:

This will have a significant impact on Chignal Smealy and Hollows residents and business, so I feel the need to make sure that they are fully aware of the situation (leaflets have been delivered, but residents may not have noted the seriousness of this!) I will ask for the following summary to go into all my local Parish News.

This was all decided before I became a County Cllr and has just been brought to my attention. I am not comfortable with some of the negative impacts on residents and have already made representations to ECC about this, and will continue to do so, with the objective of making it more manageable for residents.

RideLondon takes place from Friday 27 to Sunday 29 May 2022 with new routes in London and Essex

RideLondon, the world's greatest festival of cycling, is coming to Essex from Friday 27 to Sunday 29 May 2022. RideLondon has seen participants raise almost £80 million for charity since it was first held in 2013 and we hope to raise even more this year. We want to ensure you are aware of the 2022 event dates and how to access further information to assist with your planning as your area and journeys could be affected by the road closures.



Friday 27 and Saturday 28 May 2022

Temporary road closures of 15 to 20 minutes will operate on both days in some areas of Essex for stages one and two of the professional women's cycle race – the RideLondon Classique.

Sunday 29 May 2022

More than one hundred miles of road closures will be in place throughout the day from 7.30am to around 3.30pm for the RideLondon-Essex 100, the mass participation ride that will feature up to 25,000 cyclists.

For the Chelmsford area, the route, enters the B1008 at the Felsted turning, goes on to Howe Street, Great Waltham, South Street, Breeds Road, through Chignal Smealy, Chignal Road, then A1060, turning towards Writtle via Lordship Road, Ongar Road and then towards Ongar on

the A414.

For more information, please visit ridelondon.co.uk/road-closures
Thank you in advance for your co-operation and understanding in the run-up to RideLondon. If you have any queries or need assistance, please visit ridelondon.co.uk/help/contact-us

ii. Chelmsford City Councillor Report

Boundary Changes:

Since the last meeting, the Democracy working group have finalised the boundary change recommendations and these were approved at the Governance Committee (I am a member of both). I am pleased to say that the outcome for Chignal is:

- (1) No change in parish boundary.
- (2) No change in parish name.
- (3) No change in the number of parish council

A total of thirty-nine responses were received with thirty-seven expressing a desire for Hollow Lane to stay in the Chignal Parish. It is encouraging to think that public consultation does work!

Residents of Mashbury were be invited to comment on whether they feel local community governance would be more effective and efficient by being part of Chignal parish instead as a separate parish ward. Most respondents expressed a preference for retaining the status quo and outlined how Mashbury has a distinct community identity and different interests from Chignal. Whilst there are a few respondents who would prefer Mashbury to become part of Chignal, there is currently insufficient support and a lack of evidence that this would be better for the community of Mashbury in terms of the statutory criteria. The final recommendation, therefore, is to make no change to Mashbury.

The recommendations now go forward to full Council Meeting

Beaumont Otes Barns

You asked me to investigate 20/00121/FUL in the absence of Cllr Chambers. You said that it was it was meant to be number of barn conversions, but some of the buildings are now flattened, so they are doing new builds. You asked if this should now be a new application, I sent a request to investigate, to Planning Enforcement, 3rd March, but have not heard back. I have sent a chaser.

2021/390 Confirmation of the minutes of the Bi-Monthly meeting of the Parish Council on the 10th of January 2022

Resolution: The Minutes were confirmed

2021/391 Note the Orchard sub-Committee minutes of 2 March 2022.

Resolution: The minutes were noted

2021/392 Update on the Chelmsford Governance Review.

There are to be no changes to the boundaries after a large response from Little Hollows in support of remaining in the parish.

Planning

2021/393 Chelmsford Local Plan review: update on discussions with Northwest Parishes Group
The Group (Broomfield, Chignal, Little Waltham, Writtle) met last week to discuss the Chelmsford Local Plan Review, covering the period 2022-2041. Stage 1 in April-June 2022 includes a 6 week public consultation on Issues and Options. Group to meet with the City Council Planners to understand the principles and assumptions underlying the Issues and Options document.

2021/394 Planning Application Updates:

[Reference](#)

[Address](#)

[Status](#)

18/00001/MAS	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision
21/02185/FUL	The Thatched Cottage Chignal Road Chignal Smealy Chelmsford Essex CM1 4SZ	Application Refused
21/01545/OUT	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Consideration
22/00079/FUL	Pieces Cottage Chignal St James Chelmsford Essex CM1 4UA	Pending Consideration

2021/395 Planning Applications

1. Reference: 22/00276/FUL

Address: 10 Dogrose Close Chignal Chelmsford CM1 4FN

Description of works: Single storey rear extension and internal alterations.

This application is for a small rear dining room extension that runs across the back of this property for the full width of the house and links the kitchen to the lounge creating one large space. The new extension is only approximately six sqm and links with the corners of the existing house. The external materials of brick and slate are noted as matching the existing so will blend in with the existing property.

The application appears to comply with Chelmsford Local Plan POLICY DM23 - HIGH QUALITY AND INCLUSIVE DESIGN: extensions will be allowed that are compatible with the character and appearance of the area, and where relevant the host building, in terms of their siting, scale, form, massing, materials and detailing.

Resolution Recommended for APPROVAL

2. Reference: 22/00044/FUL

Address: 14 Clover Drive Chelmsford Essex CM1 4FT

Description of works: Retrospective application for a single storey rear extension

This retrospective application is for a large rear extension, (over thirty-two sqm) that completely fills the rear corner of this property. The foundations have already been installed. The proposed extension is glass and doors with small matching brick piers built on the corners. It would have a large flat roof and glazed sky light. Although this is a large extension with little design detail, it will not be seen from the road or front of the property.

The application appears to comply with Chelmsford Local Plan POLICY DM23 - HIGH QUALITY AND INCLUSIVE DESIGN: extensions will be allowed that are compatible with the character and appearance of the area, and where relevant the host building, in terms of their siting, scale, form, massing, materials and detailing.

Resolution Recommended for APPROVAL

3. Reference: 22/00079/FUL

Address: Pieces Cottage Chignal St James Chelmsford Essex

Description of works: Loft conversion to habitable space, alteration of rear roof, addition of four roof windows.

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 local residents to improve their homes or move to other properties in the Parish as a result 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.”

Resolution **Approved**

Reports and Updates

2021/400 Representatives' Reports: to discuss and debate any items.

- A) Little Hollows / Copperfield Liaison - Cllr Elwick
- I. Update on landscaping
The landscaping scheme, new trees, hedges, highways, and road signs are still left to complete and "tidy up" to an acceptable standard and I am in direct contact with Persimmons Director and Essex Highways to try to achieve this by comparing the approved landscaping drawings with what has been planted and installed to date, and there are significant differences.
- II. Completions
The new homes on the Persimmon development which are in Chignal Parish are all completed and mostly occupied apart from the last three which are on the front facing the fields, these are under construction and at roof level, so shortly all within the Chignal boundary will be completed.
- III. Signage and closure of Hollow Lane
The road works approved to close Hollow Lane are virtually complete and just require the landscaping around the area to be finished and an emergency FB2 padlock to be fitted thus enabling Fire & Ambulance vehicles access only.
However, the lane is now closed permanently and in use by horses, walkers, dogs, cyclists and children on bikes, a much-improved situation
- B) Playing Field - Cllrs Elwick, Towns and Nelson
- I. Review draft artwork for noticeboard
This will be released Tuesday 15-03
- C) Village Hall Liaison - Cllr Towns
The Awning and hand driers still to be installed.
- D) Community Engagement - Cllrs Nelson and Stainton
- I. Progress report on new website and content
Looking at potential logos and images of the Parish. This will be the Parish 'brand' across all social media. Mock-up of the potential new site for approval at the next Parish Council meeting.
- II. Funding approval from ECC locality fund, (£1,000) to be spent before end of March 2022.
Invoice due next week.
- III. Approval for Match Funding by the Council
Resolution **Parish reserve of up to £1000 to be spent to continue the work.**
- IV. Report on Facebook page and training course
Parish 'Branding' under review.
- V. Update on the Printing of the Parish News
- VI. Delivery of Parish News to households
280 copies printed. Total required is 317 at least. Review the need for a paper copy.
- VII. revision of the Chignal Welcome/Information booklet
The Community Group have asked for an update with recent photos.
Clubs to be invited to update their information.

Autumn re issue planned.

- E) Community Safety – Cllr Lewis
- I. **Security Cameras** – grant application for extra trail cameras and associated equipment submitted to the Crime Prevention Fund – Pending decision. This is for monitoring for litter.
 - II. The three existing cameras could be installed with warning signs to highlight monitoring.
 - III. Approval for eight warning signs @ approximately £5 each
Resolution: The expenditure was approved
 - IV. **Parish Internet / Phone system is going digital** – During a power cut digital phones will not work.
 - V. **First Aid training** – arrange a course for all potential users of Defibrillator.
Resolution: Agreed to arrange the course.
- F) Highways (include Hedges) - Cllr Ballard, Towns and Elwick
- I. Sections of parish roads liable to flood reported to Essex Highways, (see Item 2021/389)
 - II. New road signs installed by Chelmsford City Council
 - III. LHP - Village entry gates on Chignal Road/Breeds Road, (see Item 2021/389)
 - IV. Parking on the Green. Land not registered. Investigations continue.
 - V. Ride London Road closures 27 - 29 May. Presentation by Ride London Engagement Manager on the event and impact of road closures to follow at 8pm.
- G) Footpaths/Bridleways – Cllr Nelson and Cllr Towns
Nothing to report
- H) Tree Warden - Cllr Ballard
Impact of storm Eunice: mainly farmland trees affected.
- I) Countryside conservation and climate change (Inc Friends of the Nature Park)
Cllr Ballard, Lewis, Nelson, and Stainton
In the interests of time – nothing to report

2021/401 The Queen's Platinum Jubilee celebrations: update and approval of funds

The Community Group is organising a Jubilee Picnic on 5th June. "Queen" apple tree to have a plaque dedicated to the Queen's Green Canopy. Treasure Hunt, Jubilee Hat competition and celebration cake planned in the Community Orchard.

Resolution Approval for expenditure of up to £500

2021/402 Cil Applications

- CIL Application from the Orchard Committee for up to £3,500 incl. VAT to purchase a power scythe
Resolution Expenditure approved
- Community Group for £120 to cover 12 months hall hire
Resolution The application was approved

2021/403 Items for the next Agenda

- Clerks Appraisal
- Annual Governance review
- Annual Accounts

Items can be e-mailed to the Parish Clerk for the next agenda.

Next Bi-Monthly Meeting Monday 9th May 2022 – This is the AGM

Next Meetings

Monday 11th July 2022

Monday 12th September 2022

Monday 14th November 2022

Meeting Closed 20:02 Will Adshead-Grant Clerk to the Council