Chignal Parish Council

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Clerk: Will Adshead-Grant Website: e-voice.org.uk/Chignal-Parish Website: chignalparish.org.uk Chair: Lynn Ballard.

Vice Chair: Linda Nelson.

Minutes of the Bi-Monthly Meeting of the Chignal Parish Council held on Monday 11th November 2024 at 7.30pm.

2024/776 Chair's Welcome.

Chair:BallardCouncillor:Elwick, Nelson, Lewis, Polley, Towns and Stainton.

2024/777 Apologies for Absence.

None required.

2024/778 Consider an application to fill the vacancy on the Parish Council by Co-Option. Simon Polley was co-opted to the Parish Council.

2024/779Confirmation of the minutes of the meeting of the Parish Council held on 09 September 2024.**Resolution:The minutes were confirmed.**

<u>2024/780</u>	Note the minutes of the Orchard subcommittee held on 5 th November 2024.
Resolution:	The minutes were noted.

2024/781 Declarations of Interests and any requests for dispensation.

There were no declarations of interest.

2024/782 Public Open Session for any matters that need to be drawn to the Parish Council's attention. (The items do not need to be on the current agenda).

Six members of the public attended.

Noted a comment passed to Cllr Ballard on hedgerows obscuring vision for vehicles of the Little Hollows junction. Photographs of the junction and hedges were shared with members to understand the concern. However, it was considered that the hedgerows planted by the developer in this location are in line with the requirements of the planning permission. Chelmsford City Council is focussing efforts here on investigating planning breaches where landscaping has failed or is missing. Flooding in Hollow Lane in the ditch by the concrete bollards is an issue for the developer of Copperfield Place to resolve.

2024/783 County and City Councillors' Reports.

1. Essex County Councillor Report – Cllr Mike Steel.

LHP:

As far as I know (and I have just checked) the Village gateway is scheduled for implementation in Q3 – Oct to Dec 2024. Although I would not be surprised if it slips to Q4 – by end March 25

Election

Due to the death of Cllr Ian Grundy (both ECC and CCC), ECC have received a valid requisition for a by-election to be held for the Stock Division. The service of the requisition means that a by-election must be held. This is the case notwithstanding that we are now in the last six months before the ordinary elections.

Also, City Council, who have also received a requisition for a City Council by election, it has been determined that, if contested, polling day will be on Thursday 12 December, with the count being held the following day.

It is therefore anticipated that the notice of election will be published on Thursday, 7 November. Information about the election can be found here: <u>https://www.chelmsford.gov.uk/voting-and-elections/upcoming-elections/</u>

The pre-election period will commence on Thursday 12th November.

ECC Meeting 15th Oct:

Conservatives put through two motions:

- 1. One on opposing the removal of winter fuel allowance.
- One on opposing green belt development and asking for Govt to better fund infrastructure to come with the increased NPPF targets (a 42% increase in Essex).
 The second motion was mine – so if anyone more info on the numbers, effects, etc. – I can supply.

The second motion was mine – so if anyone more info on the numbers, effects, etc – I can supply. Both motions passed.

MP

And congratulations to our MP, Kemi Badenoch, becoming Leader of the opposition in Parliament. I am working with Kemi's office to make sure that constituency issues still get addressed.

2. Chelmsford City Councillor Report - Cllr Nicolette Chambers

No report.

2024/784 Planning.

• Note the decisions by Chelmsford City Council Planning:

Reference	Address	Status
24/01059/CLEUD	Hard Oak Mashbury Road Chignal St James Chelmsford Essex CM1 4TZ	Application Permitted
24/01172/FUL	Howletts Hall Mashbury Road Chignal St James Chelmsford Essex CM1 4TP	Application Permitted

• Norwich to Tilbury:_update and approval for further landscape work by the consultant on behalf of the NW/SW parishes group to support a joint case against the pylons ready for our response to the Development Consent Order (DCO) consultation. The work would also be used as evidence in responding to the Chelmsford Local Plan Review. The City Council's housing target has now been increased by 54% although the current Local Plan Preferred Option may be allowed to go forward through transitional arrangements. If not, CCC may need to select other potential growth sites.

Chignal PC's contribution towards the cost of this work would be £344.94.

<u>Resolution:</u> The Parish Council supports the further landscape work and approves the additional expenditure of £344.94

<u>Finance</u>

2024/785 Finance: Account Balances on 28.10.2024. : Cheque Account <u>£ 5,635.65</u>

Orchard Account	£	£ 1,152.91
Donation		£86.12 (incl above).
Community fete		£210.00 (incl. above).

Saving Account £ 44,422.97

•	Cil Earmarked Reserves	£13,167 £10,000
•	General Reserve	£10,900

Total £ 50,058.62

2024/786 Payments for approval.

To approve the following payments:

Payment to	Description	Budget Column	Cost
Cllr Lewis	Post Pipe Screws -Orchard	Orchard	£71.10
Clerk	October Salary & Expenses	Salary	£197.60
HMRC	October PAYE	Paye	£46.20
Essex Pension Fund	October Pension	Pension	£174.48
Cllr Ballard	Fruit grabbers and fruit bags		£219.96
Cllr Ballard	Shear Pruner - Orchard		£32.95
HMRC	November PAYE		£68.20
Essex Pension Fund	sex Pension Fund November Pension		£210.36
Clerk	November Salary and Expenses	Salary	£285.90
DM Payroll	Half year payroll	Salary	£60.00
	Dot Gov set up and run for 12		
Recoded Solutions	months	It & Web	£353.53
Chignals & Mashbury Village	Hall Hire	Hall Hire	£180.00

<u>Total</u>

£1,900.28

Resolution: The Payments were approved.

2024/787 Review of the Bi-monthly bank reconciliation.

Resolution: The Bank reconciliation was approved with zero difference.

2024/788 To note Items approved for purchase but not yet actioned.

- (CIL) Gazebos x 4 Pop up for Community use £1996 (incl vat) Approved July 2024.
- (Reserves) Impact report for Pylon route £ 150 Approved July 2024.

Resolution: The Items were noted.

2024/789 Consider outcomes of the Chignal Community Meeting, 12th October 2024:

Report on potential actions:

- Essex Local Nature Recovery projects.
 - A 'How to' guide and seasonal notes for the website.
 - $\circ~$ Small bird boxes can be purchased for £5. The wood to make bird boxes is £6 plus time and resource to make them.
 - Bird Boxes residents to be invited to apply in January.
 - o Bat Boxes are £20 to purchase but they cannot be moved once installed without permission.
 - Bat boxes wood can be purchased for £6, and Cllr Lewis will cut the wood.
 - Bulb Planting liaise with the City Council to order bulbs for 2025.
 - Hedge and Tree Planting on Breed's Road would need co-operation of the landowner, (unknown).
 - Ghost ponds on private land so permission required to survey.
- Making gardens more wildlife friendly –Gardening Club talks and garden visits.
- Refurbishment and uses for the telephone box by The Green.

- No volunteers to repaint / refurbish.
- Most popular suggestion for a Defibrillator, also possible local information site, book swap, distribution point for excess garden produce.

2024/790 Consider options for additional defibrillators.

- Chignal Smealey: St Nicholas Church, subject to permission from church authorities.
 - Chignal St James: telephone box by The Green, owned by the Parish Council
 - £1104 (incl vat) for a fully automated unit. Needs to be in a heated cabinet £634.80 (incl Vat) plus electrical connection and installation.
 - Pads £67 (incl vat) annual change
 - Battery £246 (incl vat) 4-year change.

 Resolution:
 The Parish Council will take steps to install units at the telephone box at the

 Green and at St Nicholas Church and request an additional property host a unit

 around the area of the Pig and Whistle.

Resolution:Due to the unique nature of the telephone box needing repainting it was agreedto suspend the financial regulations. Two quotes have been received.

Resolution: The quote for £600 was approved.

Resolution: Glass to be purchased for the repairs of the box at The Green.

Resolution:The Defibrillator to be purchased through the Community Heartbeat Trust and
this will include the donation of paint for the telephone box.

2024/791 Report of the Community Communications Working Group:

• Consider recommendations for a brand/logo for Chignal Parish, developed with graphic designer.

- Approve the printing of a Chignal Christmas card with website information on clubs and events.
 - Costs three hundred cards £166.91 (incl vat), 350 £194 (incl vat).

Resolution:	Parish Council to	pay	v initial fee for sco	ping	g work for the brand concept

Resolution: Parish Council approves the 350 units to be purchased.

2024/792 Community Infrastructure Levy (CIL):

 Consider grant application by the Orchard Committee to purchase a replacement picnic table. Three quotes were considered. £690(Incl Vat) was the preferred option due to the company supplying the bench previously.

Resolution: The Cil expenditure of £690 was approved.

2024/793 Discuss and confirm the budget for 2025-2026.

The Budget meeting was held on 11th October 2024 and the following recommendations were made.

- Increase budget from £7780 (2023-2024) to £11,005 for (2024-2025).
 - Main changes IT/Web, Emergency consumables,
- Resolution: The budget was approved.

2024/794 Review and confirm the precept demand on Chelmsford City Council for 2025-2026 of £7,000.

The impact is approximately £0.00 per annum change on a Band D.

There is no change in the precept levels as reserves are being used to meet budget.

Resolution: The precept demand was approved.

2024/795 Consider a proposal by the Essex Association of Local Councils. Re-establish a Chelmsford Association to represent the twenty-nine parish and town councils in the district.

REPORTS AND UPDATES.

2024/796 Representatives' Reports: to discuss and debate any items.

A) Little Hollows / Copperfield Place Liaison - Cllr Elwick

- Landscaping: update from CCC Planning Enforcement.
 - i. Waiting on new works by Persimmon to replace the damaged trees and hedges agreed with CCC Planning enforcement.
 - ii. Reference the Hedge and lines of sight was covered in the public open session.
 - iii. Discussed the planning enforcement report from CCC.
- B) Village Hall Liaison Cllr Towns.
 - Heating system required a replacement part.
 - Saturday 7th December 10-12 Christmas Coffee and mince pies at the Village Hall.
- C) Community Engagement Cllr Nelson and Cllr Stainton.
 - Community laptop, printer, laminator, and projector update on storage and guidelines for using this equipment by clubs/groups and residents.
 - i. The items are only to be used during parish Council events.
 - ii. The equipment needs to remain under the supervision of a Parish Councillor.
 - iii. The Projector would need to be booked out by Clubs.
 - iv. The Printer paper and ink will be supplied free of charge by the Parish Council for reasonable use for the next 12 months.
 - v. Training will be provided on using a lap-top and connecting to the printer.
 - Parish Website- further support required to help clubs/groups to update content.
 - The setting up of.gov.uk e-mails on-going.
- D) Community Safety Cllr Lewis
 - Fly tipping was noted.
- E) Highways (include Hedges) Cllr Towns
 - Update on LHP funding for village entry gates, see item 783.
 - Update on reinstalling the directional sign to Chignal Smealey at Hollow Lane/Chignal Road junction – no action by Persimmon.
- F) Countryside conservation. Cllr Lewis.

• Essex Local Nature recovery strategy – update on public consultation. Nature recovery supported by the Parish Council with Birdboxes, Bat boxes and Owl boxes but difficult for the Parish Council as they only own the Playing field. Potential for further nature recovery on the former landfill site with connections to the river Can to enhance local wildlife corridors. Potential to run the parish wildlife survey again – last undertaken in 2021.

2024/796 Items for the next Agenda

• Card for the Parish Council bank account to pay expenses where the bank account cannot be used.

Next meetings:

Monday 13th January 2025 Monday 10th March 2025 Monday 12th May 2025

Bi-Monthly Meeting.

Annual Parish Meeting and Bi-Monthly Meeting. Annual General Meeting and Bi-Monthly Meeting.

Meeting closed 21:40 Will Adshead-Grant