

Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Hulton Hall) ,
South Street , Great Waltham, Essex CM3 1DF

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Minutes of the Meeting of the Great Waltham Parish Council held at the Parish office, Great Waltham Village Hall (Hulton Hall), South Street, Great Waltham on Monday 16th March 2020.

19/360 Chairman's Welcome

This is the first meeting since the Covid-19 advice has changed to delay. The Government has asked for Social Gatherings to be restricted, avoid the office and avoid travel.

19/361 Apologies

Cllr Palmer, Bloomfield, Huggins, Jackson and McDevitt

19/362 Public Participation session

None present

19/363 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Jackson – Near neighbor – 19/368 Item 5

19/364 Report by County Councillor.

Apologies received

19/365 Report by Chelmsford City Councillor

Bloor Homes – The new spine road through the site – consideration is that this is to the hospital for staff and supplies only – under discussion

19/366. Confirmation of the Minutes of the Monthly Meeting on 17th Feb 2020

Resolution The Minutes were confirmed and signed

19/367 Local Planning Authority Decisions

19/01393/S73	Tricolor Lodge Little Green Road Great Waltham Chelmsford Essex CM3 1BT	Application Refused
19/02002/FUL	66 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DJ	Application Refused
19/02024/FUL	9 Duffries Close Great Waltham Chelmsford Essex CM3 1DQ	Application Permitted
19/02032/FUL	Orchard House Main Road Howe Street Chelmsford CM3 1BQ	Application Refused
20/00033/FUL	Fordhams Little Green Chelmsford Essex CM3 1BU	Withdrawn

19/368 Planning Applications for Discussion

1. **Reference: 20/00316/FUL**

Address: Well House Farm Little Green Road Howe Street Chelmsford
Description of works: Single storey side extension and part two storey, part single storey rear extension. Re-building of existing garage with side extension to connect the garage to the dwelling. Alterations to existing fenestration.

Resolution: No objections

2. **Reference: 20/00341/FUL**

Address: 31 Cherry Garden Road Great Waltham Chelmsford Essex
Description of works: Proposed part single, part two storey rear extension.

Resolution: No objections

3. **Reference: 20/00309/FUL**

Address: 66 Cherry Garden Road Great Waltham Chelmsford Essex
Description of works: Part single storey and part two storey side extension. Roof lights to front elevation of existing roof. Internal alterations and alteration to fenestration. Relocated domestic heating oil tank.

Resolution No objections

4. **Reference: 20/00358/FUL**

Address: Porters Hall Main Road Ford End Chelmsford
Description of works: Proposed detached cart lodge

Resolution No objections

5. **Reference: 20/00370/FUL**

Address: Land Adjacent Riverview House Lucks Lane Howe Street Chelmsford
Description of works: Construction of a new dwelling with associated landscaping.

Resolution **The Parish Council has the following concerns**

1. The land is in the flood plain and plans for buildings have been rejected at least twice before on that basis

2. A main sewer runs across the land through an installation built to avoid overflow from the sub-station across the river

19/369 Clerk's Report

- Update on Insurance Claim at Broads Green – BT £898.94
- Online Training Courses
- Annual Report
- Preparation of Annual Accounts and Internal Audit
- Issues reported at Littley Green – Potholes
- Love Your Parish
- Chelmsford City Council – Parish Governance Meeting – 6th March
- Essex County Council – Bus Shelter Meeting – 20th March

19/370 Financial Reports - Clerk

- **Reserve Account** **£ 51,386.33**
 - S106 Monies £ 1,804.46
 - CIL Monies £ 20,747.12
 - Capital works £ 11,820
 - General Reserve £ 17,014.75
- **Current Account** **£ 3,100.14**

19/371 Confirmation of payments:

HJM LANDSCAPES	TREE AT BROADS GREEN	BT	£400.00	OPEN SPACES
GW VILLAGE HALL	OFFICE RENT	SO	£312.00	OFFICE RENT
Chatham Hall	ALLOTMENT RENT	BT	£350.00	ALLOTMENT RENT
EALC	H&S COURSE	BT	£16.80	TRAINING
EALC	GDPR COURSE	BT	£16.80	TRAINING
ICO	DATA PROTECTION	DD	£35.00	SUBSCRIPTION
EON	ELECTRICITY	BT	£76.62	UTILITIES
AMAZON	LEVER ARCH A4	BT	£16.26	STATIONERY
AMAZON	TAPE DISPENSER	BT	£3.38	STATIONERY
Handyman Wages		BT	£444.75	SALARY
HMRC	PAYE + NI	BT	£504.26	PAYE
Essex Pension Fund		BT	£340.31	PENSION
Clerks Wages		BT	£559.27	SALARY

Clerks Expenses	expenses	BT	£120.17	SALARY
FE Village Hall	Hedge Cut	BT	£336.00	GRANTS

Total £3531.62

Resolution Payments approved

19/372 Confirm the lease on Blossom Way and sign – Cllr Steel

Acceptance of minutes of extraordinary meeting. Actions from that meeting have been completed - to engage a solicitor, update draft Scout HQ parking licence and issue to Scout group . CHP informed of this action.

Resolution: Approved to sign and register lease once the conditions above met

Resolution: Suspend Financial regulation to engage solicitor based on single quote from CCC

19/373 Agree a contingency amount for the Great Waltham Changing Room roof

Additional quote on a metal roof.

Confirming references for successful estimate

Resolution To agree a contingency of up to £1000

19/374 Approve the repairs to North End noticeboard

Resolution Suspend Financial regulation as bespoke noticeboard.

Resolution Quote approved

19/375 The CD player that the Parish Council loans out has failed. Does the Parish Council wish to repair / replace the unit?

Resolution Defective unit to be disposed.

Resolution Cllr Steel to investigate and purchase a conversion cable for more modern audio players

19/376 Review the monthly bank reconciliation

Resolution Approved and signed

19/377 To consider information gathered on the millennium gate passageway refurbishment and the Councils view of undertaking the Project.

Resolution Item closed. All relevant information has been passed to the Church for review.

19/378 Discuss Media Channels – Facebook, Tick/Tock and Instagram

Resolution Promote the website

Resolution Promote the Agendas and Minutes on Waltham and Broomfield face book.

19/379 Discuss and approve any items for media broadcast by the Parish Council – Cllr Steel

- Thank you for the litter picks
- Ford End litter pick is planned for April 26th
- Special Constable Advert
- Allotments available advert

Note under advice of the EALC no more meetings will be called until the advice changes.

Meeting Closed 20:18

Will Adshead-Grant

Clerk to the Council