

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 Extraordinary Meeting of the Great Waltham Parish Council held at the Parish Office, Great Waltham Village Hall (Hulton Hall), South Street, Great Waltham on Thursday 12th March 2020.

1. Chairman's Welcome

Chairman Steel

Cllrs Jackson, Huggins, Dunn, Martin, Gilbert and Lockwood

2. Apologies

Cllrs McDevitt, Bloomfield and Palmer

3. Public Participation session

None present

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

None declared

5. Discuss the proposed lease with Chelmer Housing Partnership for 14 parking spaces in Blossom Way, Great Waltham Village –to determine any risks associated with the lease.

Chelmer Housing Partnership has accommodated the Parish Council's requirements and will not negotiate further.

3 errors to correct –

A. Parish responsibilities for rights, restrictions & covenants to be limited to Parking spaces,

B. 2 dates to be added,

C. Confirm if pedestrian access to South Street (for car park users) needs adding.

Resolution: Risk discussed, and the Lease was approved with some minor amendments to address the 3 issues above.

6. Does Great Waltham Parish Council need to engage a solicitor for final check and registration.

Use of a solicitor (on final version) would protect the Council if an issue arose later.

Chelmsford City Council will provide a solicitor for final check and lease registration – estimate 4 hours at £85 per hour + registration fee total approximately £500

Resolution: Suspend Financial regulations so that single quote can be accepted

Resolution: Expense Agreed

7. Discuss any implications and changes to our insurance

The Parish Council will be operating 2 car parks (Public area of the Great Waltham Village Hall and Blossom Way) and responsibilities outlined including liability for damage to access road caused by Car Park users. Our Insurers confirmed these events are covered with current insurance.

8. Discuss any other arrangements needed in relation to the approval of the lease

No other matters raised

9. .. Agree the format and draft of the licensing of the 4 places to the Scout Group

A condition of the lease, is that the Parish Council grant a licence to the Scout Group for 4 bays - for exclusive use at set times proposed that such licence could be in the form of letter signed by both groups, thus avoiding solicitor and registration fees. A draft was reviewed and amendments made – times are weekdays 5pm to midnight.

Resolution: If Barriers are required the Parish Council will purchase and install them.

Resolution: The License was approved with minor amendments.

Meeting Closed: 20:58

Will Adshead-Grant

Clerk to the Council