

Great Waltham Parish Council

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Minutes of the Virtual Meeting of the Great Waltham Parish Council held on Monday 20th July 2020 at 7.00pm

20/418 Chairman's Welcome

Chairman: Steel

Councillors: Jackson, Gilbert, Martin, Lockwood, Palmer, McDevitt, Huggins, Jenkins and Dunn

20/419 Apologies

Cllr Bloomfield

20/420 Public Participation session

One member of the public to discuss Planning item 20/427 – 5 and 6

20/421 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr McDevitt Item 20/427 item 3 – Personal not pecuniary interest.

Cllr Jackson Item 20/445 - Allotment Holder

Cllr Palmer Item 20/445 - Allotment Holder

20/422 Report by County Councillor.

Essex Welfare Service now evolved into Essex Wellbeing Service. Park & Ride at Chelmer Valley is now open. Potential for electric scooters to come in to use from the Park and Ride sites. Registrars are open again. ECC has made £1.1m available for Bursaries for Nursing and Social care. Majority of libraries are open. Consultation on the Chelmsford NE bypass is now open for comment. Arvis – App for book search for Library.

20/423 Report by Chelmsford City Councillor

Local Plan was adopted 27th May and individual Masterplans are now in the process of approval. Of interest to this parish is the Bloor Homes Masterplan in Broomfield/Little Waltham. This went through the public consultation process in Jan and Feb, with a revised plan available April, and is going through the approval process – Policy Board 16th July, then cabinet then full council for adoption – but ran out of time at the Policy Board and needs to be rescheduled. LW chair will be speaking.

City council are predicting a shortfall of £9m to £10m this year, mostly from loss of income due to Covid-19 – car parks, Leisure Centre, Theatres. Car parks are open but income is at 22% of normal levels. Leisure Centres open 27th July. Theatres are still closed until further notice. The current administration has decided to address the shortfall by using reserves and internal borrowing.

20/424 Confirmation of the Minutes of the Monthly Meeting held on 15th June 2020

Resolution the minutes were confirmed

20/425 Note the minutes of the recreation committee on Monday 22nd June 2020

Resolution the minutes were noted

20/426 Local Planning Authority Decisions

20/00696/FUL	Fairview Farm Little Green Chelmsford Essex CM3 1BU	Application Permitted
	Barn South of Poulter's Farm Ringtail Green Ford End	Application
20/00470/FUL	Chelmsford Essex	Permitted

20/427 Planning Applications for Discussion

1. Reference: 20/00786/LBC

Address: Greenend Farm Dunmow Road North End Dunmow

Description of works: Resubmission of previously approved application (17/00602/LBC) for 'Conversion of existing barn to dwelling, including raising of roof to create first floor and internal and external alteration. Part reconstruction and part retention of existing cart lodge'. Additions to include construction of a single storey rear extension and reinstating lean-to extension to the side. Minor internal alterations and alterations to fenestration.

Resolution the Parish Council Supports this application

2. Reference: 20/00785/FUL

Address: Greenend Farm Dunmow Road North End Dunmow

Description of works: Resubmission of previously approved application (17/00601/FUL) for 'Conversion of existing barn to dwelling, including raising of roof to create first floor and internal and external alteration. Part reconstruction and part retention of existing cart lodge'. Additions to include construction of a single storey rear extension and reinstating lean-to extension to the side. Minor internal alterations and alterations to fenestration.

Resolution the Parish Council Supports this application

3. Reference: 20/00909/FUL

Address: Elder Tree Cottage Barrack Lane Great Waltham Chelmsford

Description of works: Demolish existing garage, and rebuilding on existing plot.

Resolution the Parish Council has no objections

4. Reference: 20/00873/FUL

Address: 66 Cherry Garden Road Great Waltham Chelmsford Essex

Description of works: Part single storey and part two storey side extension. Single storey rear extension. Loft conversion including rear dormer. Roof lights to front elevation of existing roof. Internal alterations and alteration to fenestration. Relocated domestic heating oil tank.

Resolution the Parish Council has no objections

5. Reference: 20/00967/FUL

Address: Site at Lavender Farm Main Road Great Waltham Chelmsford

Description of works: Change of use of redundant farm buildings to six residential dwellings including minor extension to the Essex Barn and partial demolition of courtyard building, erection of new bin store and cycle store and cart lodge garage, alterations to improve existing vehicular access and provision of associated parking and landscaping within the site.

Resolution the Parish Council supports the reuse of redundant agricultural buildings. The Parish Council is pleased that the dwellings will be in line with the housing need survey for 1- and 2-bedroom dwellings.

6. Reference: 20/00978/CUPAQ

Address: Barn South West of Lavender Farm Main Road Great Waltham Chelmsford

Description of works: Determination as to whether the prior approval of the local planning authority is required for the proposed change of use of Agricultural Buildings to two dwellings (Class C3)

Resolution the Parish Council believes that the building does not need prior approval but accepts that they are not subject matters experts.

7. Reference: 20/01000/FUL

Address: Fordhams Little Green Chelmsford Essex

Description of works: Demolition of existing rear extensions and timber garage. Construction of two storey rear extension to the existing cottage and single storey extension and new garage.

Resolution the Parish Council has no objections

8. Reference: 20/00993/FUL

Address: Humphreys Farm Humphreys Farm Lane Great Waltham Chelmsford

Description of works: Demolition of 2No. existing buildings. Construction of an agricultural building to house turkeys.

Resolution the Parish Council has no objections

20/428 Clerk's Report

- Covid Playground Training webinar
- H&S Training (online)

20/429 Financial Reports - Clerk

• <u>Reserve Account</u>	<u>£ 44,391</u>
o CIL Monies	£ 15,357
o Capital works	£ 11,820
o General Reserve	£ 17,214
• <u>Current Account</u>	<u>£ 15077</u>
o Allotment Deposits	£ 350.00
Income	£48.22
<u>Total on Hand</u>	<u>£59,468</u>

Resolution the Accounts were noted

20/430 Confirmation of payments:

Gw village hall	OFFICE RENT	£312.00	Office rent
Handyman wages		£444.60	Salary
Handyman expenses		£68.88	Salary
HMRC	PAYE + NI	£491.66	Paye
Essex pension fund		£354.63	Pension
Clerks wages		£566.72	Salary
Clerks expenses	expenses	£120.86	Salary
Ealc	Playground Training	£48.00	Training
Playsafety	Playground Safety Inspections	£297.00	Recreation Ground
Great Waltham Parish news	Chairman's report	£150.00	Webservices
Cllr steel – fast signs	Replacement VH Parking Signs	£30.00	Street Furniture Repairs
Amazon	Grinder Discs	£17.30	Handyman Equipment
Amazon	Multi tool blades	£29.99	Handyman Equipment
Swalec	Changing Room Electricity	£34.36	Utilities
Amazon	Clerk Laptop	£665.83 (ex-vat)	Parish Reserves
Amazon	Moss & Mould remover	£21.99	Handyman Equipment
Amazon	Moss Sprayer	£15.95	Handyman Equipment
Amazon	Battery Grinder	£70.00	Handyman Equipment

Total £ 3872.94

Resolution the Payments were approved.

20/431 Monthly Bank reconciliation – Clerk & Chairman F&GP

Resolution ***the Cash book to bank account was confirmed and agreed.***

20/432 Proposal to discuss with the village hall increasing the trade bin in size to accommodate rubbish generated by the Parish for which the Parish is responsible for. Discussion on the types of waste generated in the Parish by the public. General waste and the dry mixed recycling.

Resolution ***Agree with proposal to increase the general waste bin at the Village Hall to a suggested 660L unit and to add a new DMR unit of 660L. Costs to be split 50/50.***

Resolution ***Purchase recycling bins with Lids for the recreation areas in the Parish. Bins to have clear plastic bags.***

Post Meeting ***the Recycling options need additional investigation***

20/433 Recommendation for the Recreation Committee to focus all the Handyman's time on the variety of repairs at the recreation grounds.

Resolution ***Recommendation Approved***

20/434 Update on the traffic count at Broads Green undertaken by members of the Parish Council and residents of the hamlet

The results of the 2hour survey undertaken by a member of the Council was reviewed. There were no HGV's seen in the time window.

Resolution ***Clerk to contact resident and request a new survey on through traffic and named hauliers.***

20/435 Action required to replace broken bollards at Broads Green

Resolution ***Appoint CCC to replace the broken bollards as they installed the majority of them***

20/436 To consider what action GWPC can take to address hedges overhanging pavements and causing safety hazard

Overgrown hedges are an offence under the 1980 Highways act. Discussion on hedges being cut back to within the householder's boundary.

3 properties identified in Great Waltham and Howe street.

Resolution ***Cllr Palmer to be point of contact for issues in Great Waltham and Cllr Jackson to be point of contact for Howe Street. Ford End to be dealt with by the Clerk via letter. Other Cllrs to raise any issues with the Clerk for passing these on.***

20/437 Proposal to register two items for the ECC Locality Fund (as outlined by Cllr Aldridge) – namely the Changing Rooms (to make into a multi-use space) and Ford End Woodland Walk (to expand beyond the CCC funded trees to include seating and picnic benches)

Resolution ***Parish Council supports these applications.***

20/438 Play in the Park- to consider re-starting the scheme and review provision of toilet facilities for these

No dates available for August.

Resolution ***Item closed***

20/439 How can we better protect our roadside flora and fauna, what are the possible options, especially during the bird nesting season; should we consider provision and installation of advisory notices in our rural areas?

Concerns raised about hedges and verges cut between North End and Felsted.

Resolution ***Cllr McDevitt to send Cllr Aldridge the details.***

20/440 To Review the playground Risk assessment and safety consideration put in place post Covid

The Risk assessment was reviewed and the safety poster that was issued to the playground sites on Saturday 3rd July approved.

The information was loaded to the website

Resolution the Actions were approved

20/441 Layout Proposal for Great Waltham Changing Room Refurbishment Project

A 3D drawing of a layout was presented which removed most of the internal walls to make a single large multi-use room, with storage at the back and an accessible toilet with access from inside (but not outside)

Resolution Approval to proceed to the next stage of full costings.

20/442 Recommendations Following Recreation Ground RoSPA Reports

Review of the workload split down by skill set for internal and external workload.

Resolution Additional meeting required to review the high cost items.

Resolution Cllr Martin to review the play equipment and make recommendations.

20/443 Ford End Average Speed Camera Project Update

LHP agreed to put up 50% of the £150,000 costs + £10,000 from GWPC with the rest from grants and local fund raising. Grant applications have resulted in 3 refusals (reason - felt that such schemes should be funded by Govt), Other grants on hold because of Covid-19 so because of these delays, LHP have kept the design activities in this year, but the main implementation has been moved to next year, as there will not be time to do the requisite planning processes in time. The supplier has reviewed its costs which has resulted in a reduction in cost to £120,000 due to changes in technology and a reduction in the number of posts required. If LHP to supply 50% of the costs and the Parish Council £10,000, still need £50,000 from other sources.

20/444 Discuss feedback from the VE/VJ committee about the e-mails from a parishioner about the appropriateness of a VJ celebration.

The Chairman of the VE (now VJ) committee had mailed the committee members but there was little enthusiasm for the VJ Celebration given the uncertainty of Covid-19 restrictions

Resolution Cllr Steel to inform the parishioner of the situation

20/445 To review the need for the provision of a GWPC mower at Bury Lane Allotments following new information that allotment holders have not had access to the "communal mower", and are using their own to keep their surrounding area tidy

Resolution Communal areas to be strimmed by Handyman, plot holder to continue to mow their surroundings.

Resolution Reverse the previous resolution on provision of a mower. No mower to be provided at Bury Lane allotments.

20/446 Discuss and agree a date for Clerks Annual Appraisal

Resolution Clerk to send details of last year's appraisal to Cllr Jackson and Cllr Palmer who will do the appraisal.

Resolution Cllrs Jackson and Palmer to ask other Cllrs for feedback.

Resolution Clerk to advise dates for online appraisal.

20/447 Discuss and approve any items for media broadcast by the Parish Council

- North East Bypass Consultation
- Overgrown hedges on public footpaths
- Recycling proposal at the Recreation grounds

Next Meeting of the F&GP on Monday 27th July @7pm – Online

Next Monthly Meeting Monday 17th August @ 7PM – Online