

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 Virtual Meeting of the Great Waltham Parish Council on Monday 15th February 2021 at 7.00pm

Co-Option of New member to the Council

Henry Micklem was Co-Opted to the Parish Council and signed the declaration of office.

20/623 Chairman's Welcome

Chairman: Steel

Councillors: Lockwood, Gilbert, Huggins, Martin, Dunn, Jackson, Micklem, McDevitt, Palmer

20/624 Apologies

Cllr Jenkins

20/625 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Micklem Items 20/633 Item 2, 20/638, 20/639, 20/640, 20/641, 20/655, 20/656, 20/657, 20/658, 20/659 – Family Holdings

Cllr Jackson – Allotments – dispensation agreed

Cllr Palmer – Allotments – dispensation agreed

20/626 Public Participation session

One member of the public from Little Green. Lees Lane / Little Green Road in Little Green has become a focal point for drug dealing and drug taking several times a week. Concerns raised on the likelihood of drug taking and driving especially on the narrow lanes in the dark. In the interim each incident should be raised with Essex Police on 101.

Cllr Steel to discuss with contacts within Essex Police.

20/627 Report by County Councillor.

Covid vaccination updates – now reached 15 mil.

County sponsoring free school meals during half term.

Children's services concerned about levels of fostering, domestic violence, and other concerns during the Lockdown.

22nd March the last remnants of the Army & Navy flyover will be removed. New 2-way flyover option removed. The chosen scheme is unlikely to take place for 2 to 3 years.

5000 laptops have been handed out via schools that are County maintained.

E-scooters active in Colchester and Chelmsford run by a company called Spin.

Central and North East Bypass will be in consultation soon.

ECC Budget meeting on the 23rd – 1.5% increase as part of a social care funding.

Pegasus crossing at Essex regiment Way will be installed soon.

In addition to the £1,000 FE benches, the £1000 Pavilion funding is also available through the Locality Fund.

2021 Census due in March.

Meeting with Cllr Bentley and GWPC about FE ASC, has taken place today 15th February and was a positive meeting.

20/628 Report by Chelmsford City Councillor

Great Waltham Pavilion – change of use application. City Council confirmed this is not required

Cherry Garden Road Greens deterioration – more driveways would only be considered if they are shared use. Note – normally 3 permissions are required - ECC Highways to drop the kerb, planning permission from City Council and permission of the owner if crossing their property (such as a City Council owned green)

20/629 Confirmation of the Minutes of the Monthly Meeting on 18th January 2021

Resolution The monthly minutes were confirmed

20/630 Note the minutes of the Finance and General purposes committee on 25th January 2021

Resolution The minutes were noted

20/631 Note the Minutes of the Recreation committee meeting on the 8th of February 2021

Resolution **The minutes were noted**

20/632 Local Planning Authority Decisions

Reference ↕	Address ↕	Type ↕	Status ↕
20/01670/FUL	5 Mashbury Road Great Waltham Chelmsford Essex CM3 1EN	Application	Application Permitted

20/633 Planning Applications for Discussion

1. Reference: 21/00085/FUL

Address: Sunbeams Church Lane Ford End Chelmsford

Description of works: Proposed single storey rear extension

Resolution: **The Parish Council has no objections.**

2. Reference: 21/00160/FUL

CIlr Micklem declared an interest and took no part in the discussion

Address: Waltham bury Farm Bury Lane Great Waltham Chelmsford

Description of works: Demolition of existing barn. Construction of replacement barn.

Resolution: **The Parish Council has no objections.**

3. Reference: 21/00089/FUL

Address: Duffries Cottage South Street Great Waltham Chelmsford

Description of works: Demolish existing single storey side and rear extensions. Construction of replacement single storey side and rear extensions with addition of roof window to rear.

Resolution **The Parish Council has no objection**

4. Reference: 21/00090/LBC

Address: Duffries Cottage South Street Great Waltham Chelmsford

Description of works: Demolish existing single storey side and rear extensions. Construction of replacement single storey side and rear extensions with addition of roof window to rear. Replacement of internal timber staircase. Internal alterations to create additional rooms.

Resolution **The Parish Council has no objection**

20/634 Clerk's Report

- See attached Report

20/635 Financial Reports - Clerk

• <u>Reserve Account</u>	<u>£ 43,993</u>
o CIL Monies	£ 15,357
o Capital works	£ 11,820
o General Reserve	£ 16,416
o Allotment Deposits	£ 400
• <u>Current Account</u>	<u>£ 18,176</u>
<u>Total on Hand</u>	<u>£62,169</u>
• <u>Committed capital spend to pay before 31st March 2021 (Take from figures above)</u>	
o Muga at Great Waltham	£10,003
o Seesaw at Howe Street	£880
o Ford End fence and bench pad	£3216
o Bench at Ford End	£652
o Pavilion Spend	£7195
▪ <u>Total</u>	<u>£21,946</u>

20/636 Confirmation of payments:

01.02.2021	Village Hall	£312.00	Rent
15.02.2021	CPRE	£36.00	Subscription
15.02.2021	HMRC	£524.64	PAYE
15.02.2021	Essex pension fund	£369.79	Pension
15.02.2021	M&G	£45.00	Office Equipment
15.02.2021	ICO - DD	£35.00	Subscription
15.02.2021	Amazon - Ink cartridge	£104.15	Office Equipment
15.02.2021	Staff Cost	£1098.81	Salary
15.02.2021	Chelmsford Fencing deposit	£804	CIL
15.02.2021	PKF	£360.00	Audit
15.02.2021	Amazon	25.98	Office Equipment

Total £3,715.37

Resolution The Payments were approved

20/637 Monthly Bank reconciliation – Clerk & Chairman F&GP

Resolution No issues raised

20/638 Discuss, approve and sign the new allotment agreement proposed by the landlord

Cllr Micklem declared an interest and took no part in the discussion

Resolution The agreement was approved, and the Chairman will sign each page.

20/639 To determine if the license for the GW noticeboard siting agreement with the owner of the green space (associated with the Beehive) is still relevant

Cllr Micklem declared an interest and took no part in the discussion

Resolution Defer until the next meeting

20/640 To review any concerns and associated actions, in relation to the need to stand on the cobbled area to read the Parish Council announcements on the GW noticeboard.

Cllr Micklem declared an interest and took no part in the discussion

Resolution Defer until the next meeting

20/641 To review whether the GW Noticeboard needs repairing or renewal, and its location

Cllr Micklem declared an interest and took no part in the discussion

Resolution Take it down, repair up to £100 and return.

20/642 Discuss membership of the recreation committee and fill two Vacancies.

Resolution Cllr Gilbert and Cllr Micklem elected on to the Recreation Committee.

20/643 Discuss the Litter Pick Planned for the 13th of March 2021 and propose that future

litter picks fall in line with Keep Britain tidy initiatives and national Litter Pick dates

therefore postponing the March Parish Clear up until April.

Resolution Cllr Palmer will cover Great Waltham and will consider a date for end of March or beginning of April

Resolution Cllr Jackson will cover Howe Street and will aim for the weekend of the 13th of March

Resolution Cllr McDevitt covers North End, and they arrange their own dates.

Resolution Ford End to confirm if they will follow the proposed dates

20/644 To note and consider the latest reported crime data for the parish.

Resolution Cllr Gilbert will continue to monitor

20/645 To consider whether the council wishes to make a formal response to Chelmsford City Council's community governance review.

Resolution The Parish Council has required no changes and delegates to Cllr Gilbert to complete on behalf of the Parish Council.

20/646 To discuss a policy on recording meetings, and if agreed, whether such recordings should be posted on other media

Resolution **Defer to next month**

20/647 To consider whether the council wishes to respond to MHCLG's consultation Right to Regenerate: reform of the Right to Contest.

Resolution **The Parish Council supports the right to contest and delegates to Cllr Gilbert to complete on behalf of the Parish Council.**

20/648 Does the Parish Council wish to rejoin the Campaign to Protect Rural England at a cost of £36.00 per annum – see attached information on the benefits of membership

Resolution **The Parish Council will renew its membership**

20/649 Discuss the options and merits of making a 2021 Community Initiative Fund Grant Application.

Discussion on Ford End recreation ground path with estimates of between £8,000 and £12,000

Resolution **A CIF grant application to be created for the Ford End Path at 100% funding**

20/650 Discuss the quotes and agree a supplier for the replacement Multiplay Unit at Ford End Recreation Ground.

4 quotes were reviewed from 3 companies and discussed.

Resolution **Purchase the units from Hags UK a Nexus unit with slide cost £13,550 (ex VAT)**

20/651 Discuss the quotes and agree a provider for the 2021 Play Equipment Annual Safety Inspections.

Resolution **Appoint a new supplier of play equipment annual safety inspection.**

Resolution **The Play Inspection Company to be issued with a Purchase Order**

20/652 To consider replacing the noticeboard in Howe Street

Resolution **Update the Howe Street as a backing board and laminate paperwork as an initial step.**

20/653 Update on disused oil tank in Great Waltham, following actions by City Council and next actions

The councils building services department inspected the disused oil tank and have undertaken the following:

- The existing boarding over the entrance to the enclosure was not fully secure, the frame has been strengthened and a new plyboard cover has been installed.
- The cover to the oil tank has been refitted.
- Loose cables to the front elevation are earth cables and are not live nevertheless we have boarded over these cables to prevent any ongoing concern.
- The oil enclosure has a 240volt mains service connected (please see attaches sketch) it enters the electric intake/meter cupboard. The mains service is live and metered but, the electric supply is turned off and fuses are not intact.
- The electric intake/meter cupboard door is missing but, the brick-built cupboard is otherwise sound, they have therefore boarded over the missing entrance, so the cupboard is secure.

Building Services have advised that the brickwork is good, and the building is structurally sound. The access has been properly secured and that the electrical supply / oil tank poses no risk. The structure is now considered safe and secure and City Council have closed the issue

This has been communicated to the South House Trust Association chairman

Resolution **The Parish Council to take no additional action and the item is closed.**

20/654 Proposal to start Recreation and F&GP and any other sub-committee meetings, at 7pm rather than 8pm – to align with main meetings

Resolution **Whilst meetings are undertaken on Zoom all meetings will be set at 7pm unless a planning meeting is called – this will be held at 6.45pm**

20/655 The Recreation Committee recommends a Fixed service charge per plot to be implemented in addition to the land rent.

Cllr Micklem declared an interest and took no part in the discussion

Resolution This was approved

20/656 The Recreation Committee recommends From September 2020 the land rent is £3.75 per rod and the fixed service charge is £3.20 per plot for 12 months.

Cllr Micklem declared an interest and took no part in the discussion

Resolution This was approved

20/657 The Recreation Committee From September 2021 the land rent is £3.75 per rod and the fixed service charge is £4.40 per plot for 12 months.

Cllr Micklem declared an interest and took no part in the discussion

Resolution This was approved

20/658 Create a policy to continue to maintain a subsidy for the provision of allotment sites in the parish.

Cllr Micklem declared an interest and took no part in the discussion

Resolution This was approved

20/659 Update the Council's agreement with allotment holders and the associated schedules as necessary and Inform allotment holders that the rent and service charge is based on the size of their plot as remeasured by the Council at the end of 2020.

Cllr Micklem declared an interest and took no part in the discussion

Resolution This was approved

20/660 Discuss and approve any items for media broadcast by the Parish Council – Cllr Steel

- Parish News abbreviated minutes
- Thank you for John Aldridge for the Locality Fund
- Picture of Great Waltham MUGA

Next Monthly Meeting **Monday 15th March 2021** @ 7PM – Online

Meeting Closed 21:19
Will Adshead-Grant
Clerk to the Council