

Great Waltham Parish Council

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Minutes of the Meeting of the Great Waltham Parish Council held on Monday 17th January 2022 in the Scout Hut, Blossom way, Off Cherry Garden Road, Great Waltham at 7.30pm

Cllr Steel stepped down from the position of Chairman which he has held since 21st May 2013. A vote of thanks for Cllr Steel hard work and dedication over his period of office.

21/966 Election of a new Chairman
Cllr Jackson was nominated and elected

21/967 Signing of the declaration of office.
Cllr Jackson signed the declaration of office.

21/968 Election of a new Vice-chairman (If required)
Defer to the next meeting

21/969 Chairman's Welcome
Chairperson Jackson
Councillors Huggins, Lockwood, Martin, Dunn, Jenkins, Gilbert, Steel, Mcdevitt and Micklem

21/970 Apologies
Cllr Palmer

21/971 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Steel – 21/991 – Nonpecuniary interest as the funding comes from Essex County Council.

21/972 Public Participation session (Items do not need to be on the agenda)
No members of the public present but e-mails were read out on the following subjects:
One E-mail against the planning application 20/02064/OUT with concerns about the level of traffic this would generate.
One E-mail with a request for a seating bench to be installed in Ford End by the Ford End village sign in the area of flowers maintained by volunteers.

21/973 Report by County Councillor. - Cllr Mike Steel
County Council budget 22/23 - Statement from Cllr Bentley, Leader of the Council:
The proposals align to our agenda set out in Everyone's Essex – the plan for Levelling Up the County and includes investment in families, communities, the economy and environment. To be able to achieve our ambitious Everyone's Essex plan, and to deal with rising demand for key services and address costs pressures due to inflation and utility cost rises, we are proposing a council tax increase of 4.49%. This is made up of 2.99% rise, with 1% dedicated to Adult Social Care, plus the 1.5% for Adult Social Care that was deferred from last year. This would mean that for an average Band D property household, the ECC element of council tax will increase by £60.21 next year, or £1.16 per week. We have a stark choice – either we propose an increase, or we face unacceptable decisions about reducing services. Ultimately, we are not willing to compromise the level of service residents receive. We are committed to making sure vulnerable residents receive the care they need, that the roads we travel on remain safe, that we invest in communities continue to and that our environment becomes greener, cleaner and healthier. Full papers outlining the proposals are available on the [ECC website](#) and there is a press release on the [news page https://www.essex.gov.uk/news](https://www.essex.gov.uk/news) which includes further information. We will be debating these proposals at the cabinet meeting on the 18th of January, and any recommendation will go to Full Council in February

Broomfield and Writtle Locality Fund

So far, I have allocated £5,800 of my County Council Locality Fund. Please contact me if you know of any worthy causes that can spend the amount before end March 2022.

Good Easter Church	£750	Applied	Successful	£750	Fence
					White goods for
GWPC	£1,000	Applied	Successful	£1,000	Pavilion
Good Easter PC	£300	Applied	Successful	£300	Contribution to Defib
Roxwell Church	£1,000	Applied	Successful	£1,000	Heating
Beryl Platt centre	£1,000	Applied	Successful	£1,000	Drinks Fridge
WPC Writtle Archives	£750	Applied	Successful	£750	New Computer
Pleshey PC - env appraisal	£1,000	Applied	Unsuccessful		Consultant's Report
Chignal PC	£2,000				Webpage
					Contribution to
LWPC	£1,000				beacon
					New PC for bookings
Broomfield VH PC	£1,000	Applied	Successful	£1,000	etc
Gt leighs charity	£1,000				
	£10,800			£5,800	
Total Available				£10,000	
Balance				£4,200	

As a reminder, any proposal needs to be spent by end March 2022 and benefit the community.

There are three main ways:

- making a grant to a registered charity, a parish council or a properly constituted community or voluntary association for the purposes of a specific service or project in the Division(s).
- buying goods or services; or
- commissioning services from ECC.

There must be no ongoing maintenance liability unless someone agrees to pay

If you want to make a proposal, I need some info to help me make the submission. ECC will then contact you.

- Name and contact details for organisation?
- Amount and purpose of funding (please say if this is a contribution to other costs and how they are being funded)?
- How will this proposal provide specific benefit to the community?
- Climate change impact of the proposal – a particular theme this year – preferable but not absolutely necessary

Climate Action Challenge Fund

Voluntary and community sector organisations, community groups and schools in Essex can apply for up to £20,000 of funding to deliver activities that respond to key climate challenges in Essex.

You can apply by completing our [application form \(DOCX, 238kB\)](#) and emailing it to climate.challengeprize@essex.gov.uk.

Our [guidance notes \(PDF, 167kB\)](#) explain more about the objectives of the fund and how to complete your application.

Funding is available until 31 March 2023 or until funds are fully allocated - whichever comes first.

LHP Status

A sub-committee of the Chelmsford LHP, comprising 5 members including myself, met on 17th Nov 21, to propose schemes for the funded budget of 22/23. These were presented to the full LHP committee (14 Cllr members) 16th December, who supported that view. However, final decision is not confirmed until the March 22 meeting when budget amount will be known, so it may change.

The Chelmsford LHP budget for 21/22 is £500K base + a discretionary £200K. It is not known yet if the discretionary £200K will be available for 22/23. There are 12 ECC divisions within Chelmsford, which means that a £700K budget evenly distributed would amount to £50K for each division such as Broomfield and Writtle. There are 10 parishes in B&W, so if the calculation was taken to the extreme, it would mean each parish would benefit to the tune of £5K worth of schemes. Clearly, this is not the way the LHPs work and the 14 ECC Cllrs covering Chelmsford are expected to pool funds, avoid a parochial view and promote schemes across Chelmsford that maximises benefits to most people/pedestrians/cyclists/vehicles and safety aspects

Bloor Homes Development

We have received amended plans for both applications. The headlines are:

Housing development

- Reduction in dwelling numbers from 550 to 512
- Increased areas of landscaping
- Revised parameter plans showing access, movement, building height, open space and landscaping
- A revised Transport Assessment

Link Road (through Pudding Wood)

- Access over the link road is now shown to be controlled by barriers
- Revised closures and turning areas on Woodhouse Lane
- Proposal for Farleigh Hospice to use the new road through the housing development to get to their service access (currently on Woodhouse Lane) meaning that service vehicles would not need to use North Court Road.

The revised plans and documents are now available through City Council website using the reference numbers 20/02064/OUT (housing scheme) and 21/00881/FUL (link road). All consultees (including the Parish Councils) and the local residents that have previously made comments have been re-notified. Further representation is only needed where it relates specifically to the revisions; all comments made previously will still apply and will be taken into consideration.

As County Cllr, I am looking into the requirements set by ECC Highways, Education dept (for additional school places, and the CCG (for additional surgery demand)

Planning – Cherry Garden Road greens

To clarify City council and County Council position:

- Permission is required from ECC Highways for a drop kerb which has to be funded by the applicant. If granted, ECC highways are giving permission for the drop kerb and to cross the pavement. Permission is obtained via a planning application to City Council.
- Normally, Planning Permission does not take into account ownership of land. Where the drop kerb is immediately adjacent to the resident's driveway, there would not be an issue once planning permission is granted.
- However, in a lot of cases on CGR, such drop kerbs require crossing the greens (most of which are owned by City Council, although not all). In the past, City council have been reluctant to grant permission that includes crossing the greens.

I have tried to establish the position of City Council Corporate Property, which appears to be against allowing the reduction of the greens for driveways (and parking), although they seem more open to the proposal of shared access which reduces the sacrifice of the greens for more benefit.

I take the personal view that the opinion of the residents is more important than the view of City Council, and if there was a clear desire to increase off-road parking by sacrificing the green spaces, as the local City Cllr, I would be willing to lobby for this.

If you wish me to present a position to City Council, please make this clear in writing. However, I am sure that City council will take note of public consultation and that any objections will make it difficult to move from the status quo!

Planning Committee:

If you wish me to request that an application should go to Planning Committee, please make the request in writing with a clear justification in terms of planning regulations

21/975 Confirmation of the minutes of the monthly meeting held on 20th December 2021

Resolution The Minutes were confirmed.

21/976 Confirmation of the minutes of the monthly meeting held on 15th November 2021

Resolution **The Minutes were confirmed**

21/977 To note the minutes of the Finance and General Purposes meeting 25th
October 2021

Resolution **The minutes were noted**

21/978 Local Planning Authority Decisions:

Reference	Address	Type	Status
21/02232/FUL	7 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DH	Application	Application Permitted

21/979 Planning Applications

1. Reference: 21/02397/FUL

Address: 13 Cherry Garden Road Great Waltham Chelmsford Essex

Description of works: Formation of vehicle access across verge

Resolution: The Parish Council has no comment.

2. Application Number 21/00881/FUL

Address Broomfield Hospital - Hospital Approach Broomfield Chelmsford CM1 7ET

Proposal Formation of a new link road between Woodhouse Lane and Broomfield Hospital, including associated drainage, closure of sections of Woodhouse Lane, and ancillary infrastructure.

Resolution: The Parish Council has no comment on the application but notes its concerns with the loss of any ancient woodland for the link road.

3. Application Number 20/02064/OUT

Address Strategic Growth Site North Of Woodhouse Lane Broomfield Chelmsford Essex

Proposal Outline application for residential development for up to 512 dwellings including affordable housing and custom build homes (Use Class C3), Local Centre (Use Classes E, F.1 and F.2), formal and informal open space, and associated infrastructure. All matters reserved except for primary access.

Resolution The Parish Council Objects on the basis of an additional 100 homes adds to the issues already raised in turn of traffic, facilities, schools, and we are extremely concerned that following several years of a process which ran from local plan to meetings with councils, parish council and parishioners the outcome is to add 100 homes and discards all the previous good work.

All our previous objections still stand and are exaggerated by a 22% increase in the number of houses.

We are especially concerned about the pressure on the capacity on local schools, the local surgery and the increased traffic flow in a congested area and concerns over local car parking that is already beyond capacity.

4. Application Number 21/02311/FUL

Address 10 Bakers Mead Great Waltham Chelmsford CM3 1AL

Proposal Replacement of existing conservatory.

Resolution: The Parish Council has no objections

5. Reference: 21/02389/FUL

Address: Land East Of Rye Cottage Broads Green Great Waltham Chelmsford

Description of works: Demolition of existing stables. Construction of two dwellings with associated works and formation of access.

Resolution: The Parish Council objects to this application. Infill is not two dwelling houses. The Great Waltham Parish Housing needs survey showed a need for 1- and 2-bedroom dwellings. 2 separate dwellings will create additional vehicle movements as they are both 4-bedroom houses. It is noted that ECC mandated that no additional buildings should be built on this land.

6. Reference: 21/02425/LBC and 21/02424/FUL

Address: Crowbush The Village Great Waltham Chelmsford

Description of works: Internal alterations to existing dwelling with the construction of a stud partition wall. Installation of an extract vent to the external side elevation

Resolution: The Parish Council has no objections.

7. Reference: 21/02456/FUL and 21/02457/LBC

Address: Green Oaks Brook Hill North End Dunmow

Description of works: Removal of an existing conservatory addition and construction of a replacement single storey extension

Resolution: The Parish Council supports this application.

21/980 Finance Reports:

•	<u>Reserve Account</u>	<u>£ 10,700</u>
	○ Allotment Deposit	£700
	○ FE Variable Speed Camera	£10,000
•	<u>Current Account</u>	<u>£ 28,755.61</u>
	○ Income – CIF Grant 2022	£5,000
	○ Allotment Payments	£28.86
	<u>Total on Hand</u>	<u>£ 39,456.27</u>

21/981 Payments for Approval

Date	Details	Value £	Budget Heading
02.12.2021	Village Hall rent	£316.09	office rent
21.12.2021	Handyman Salary	£463.67	Salary
21.12.2021	Salaries	£1154.31	Salary
21.12.2021	Essex pension Fund	£383.23	Pension
21.12.2021	PAYE	£539.11	PAYE
21.12.2021	Cllr Martin - Pavilion Expenses	£8.69	General Reserve
21.12.2021	Cllr Martin - Pavilion Expenses	£13.38	General Reserve
21.12.2021	Donation for use of the Scout Hut - December	£20.00	General Reserve
20.12.2021	Swalec - Power	£190.10	Utilities
31.12.2021	Service Charge	£18.00	bank charges
02.01.2022	Village Hall rent	£316.09	office rent
18.01.2022	JCM - Pump Green	£540.00	General Reserve
18.01.2022	PAYE	£538.71	Paye
18.01.2022	Salaries	£1,111.25	Salary
18.01.2022	Essex pension fund	£383.23	Pension
18.01.2022	Dm Payroll	£66.00	Salary
18.01.2022	Donation for the use of the Scout Hut	£20.00	General Reserve
18.01.2022	Cllr Martin - Pavilion Expenses	£193.07	General Reserve
	Total	£5,811.26	

Resolution The Payments were approved

21/982 Monthly Bank reconciliation – Chairman of the F&GP

Resolution: The reconciliation was approved

21/983 Updates on the action tracker – All

Update Pump Green as complete with thanks from the residents of North End.

Cllr Huggins – Green waste – no commercial opportunities

21/984 To consider proposed revised Councillor Co-option Policy wording. - Cllr Gilbert

Resolution: The revision was accepted.

Resolution: **Check the policy against NALC and EALC templates.**

Resolution: **Review the Policy.**

21/985 To consider proposed revised Playground Safety Inspections Policy wording.

Resolution: **Policy to be reviewed**

21/986 To consider proposed revised format of the Council's policy documents

Resolution: **The format was accepted with a separate review of standing orders required.**

21/987 Update on Queen's Jubilee Celebrations in the Parish.
Meeting on Thursday 20.01.2022.

21/988 Request from North End residents to add power back into the BT telephone box where North End have installed a defibrillator and heated cabinet. There is no power in this telephone box. Potential to use solar power. Cost from UK power networks is around £1000 but is only for work on the Island and not for connecting up to the mains which would be a separate charge and supplier.

Resolution **Clerk to ask BT if they can reinstate the power.**

21/989 Offer from Village Hall to put notices on to their new noticeboard at the entrance of the Village Hall.

Resolution: **Accept for Agendas and Minutes.**

21/990 Clarify the purpose of the Highways tracker as part of the Action Tracker. Expand the highways tabs to includes highways related matters. Potential to have a highways and transport committee.

Resolution: **Expand the information and review in May.**

21/991 Update on 2022 CIF Application for Ford End. The award is for up to £10,000. The Path application has been awarded for £5,000 for a path. The Money needs to be spent by March 2023 or returned. Consultation with the residents required to move this item forward.

Resolution **The Parish Council approves the approach and note that The Parish Council has no other funding to allocate to this project.**

21/992 Feedback report on the "Bus Back Better" presentation - Cllr Palmer

Resolution: **Defer to the next meeting**

21/993 Proposed dates for 2022 Meetings.

Resolution **The dates are approved with the addition of Tuesday 17th May 2022 at 8PM for the Annual Assembly at Ford End Village Hall.**

21/994 Update on the Tree Survey – Cllr Micklem

Resolution: **Defer to the next meeting**

21/995 Discuss meeting facilities for 2022.
Discussed the use of the Scout Hut as a temporary location for the next two monthly meetings so that the Parish Council can continue to meet on a Monday. The Scout Hut is low floor access. The Scout hut is also available on a Monday night.

21/996 Update on 2022 Road Safety Trust Grant Application.
The Application was unsuccessful as other projects met their criteria.

21/997 To discuss the recommendations contained in the report on the findings of the Cherry Garden Road parking survey.
36% responses with a variety of recommendations from the residents.

Resolution **Cllr Gilbert to prepare a term of reference for a working group**

Resolution **Discuss at the next meeting.**

Cllr Micklem left the meeting at this point.

21/998 Appoint an electrician for the review of the pavilion electrics.
Requires an up-to-date electrical safety certificate. Requires change from 3-phase to a single phase.

Resolution **The Finance Regulations to be suspended to appoint an Electrician who has previously worked on the Pavilion. Ian Willshire.**

21/999 Update on the Pavilion works and authorisation to order the windows, doors and flooring materials.
Phase 3 works includes building control approval using local suppliers where possible. All items are budgeted for.
3 quotes for Windows, 3 quotes for Doors and 3 quotes attempted for flooring but only two responded.

Resolution **Windows would be fitted in March, Flooring in 3 weeks Orders to be placed.**

21/1000 Discuss the damage to the Bury Lane Ford warning signs for cyclists.
The signs have been replaced multiple times since they were introduced to safeguard cyclists.

21/1001 Play in the Park 2022 - The Clerk
Two full day sessions booked on Friday 5th August and Friday 26th August.

21/1002 Discuss the recent vandalism of the tourist information point at Great Waltham Village – Cllr Palmer

Resolution **Defer to the next meeting**

21/1003 Feedback on the bus services in the Parish – Cllr Palmer

Resolution **Defer to the next meeting**

21/1004 Report on the bus back better strategy – Cllr Palmer
Duplicated with 21/992.

21/1005 Update on the electric minibus roadshow – Cllr Palmer

Resolution **Defer to the next meeting**

21/1006 Discuss and approve any items for the “Parish Council News” section of the Parish News.

- Litter Pick
- Abbreviated Minutes.

Next Planned meetings:

Monday 24th January 2022 – F&GP 7.30PM in the Parish office.

Monday 7th February 2022 – Recreation 7.30pm in the Parish Office

Monday 21st February 2022 – Full Meeting – The Scout Hut.

Meeting closed 22:00
Will Adshead-Grant
Clerk to the Council