

Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham.
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Clerk: W. Adshead-Grant

Chair: S. Gilbert
Vice-Chair: A. Martin

Minutes of the meeting of the Great Waltham Parish Council held on Monday 19th December 2022 at 7.30pm in the Pavilion, Great Waltham Recreation Ground, South Street, Great Waltham.

22/1330 Chair's Welcome.

Chair: Gilbert.

Councillors: Jackson, Martin, Micklem, Dunn, Huggins, Jenkins, Lockwood and Steel.

22/1331 Apologies for absence.

Cllrs McDevitt and Palmer.

22/1332 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation

No declarations were made.

22/1333 Public Participation Session (items do not need to be on the agenda) 4 members of the public attended.

- A resident updated the meeting in relation to the defibrillator at Ford End Village Hall (see agenda item 22/1348). The VH hosts the unit but is not responsible for it – a previous resident of the Parish undertakes the administration. Recently a resident in Ford End called 999 with a view to accessing the unit but the ambulance service believed the unit was out of action. Sadly the resident's partner passed away without the unit having been accessed as it does not show as available on the websites used by the ambulance service. A member of the VH committee has now taken on an administration role to support the unit and volunteers have come forward to do weekly checks to ensure the service is available. The batteries which power the unit have a 'replace by' date of 26th December 2022, but are expected to remain workable. However, the pads and battery will need to be replaced during 2023.
- Three residents attended to discuss the storage unit proposed for Great Waltham Recreation Ground. Also, four e-mails received on the same subject were cited. There were comments relating to:
 - The visibility of the container
 - Vandals potentially climbing on top (it having a flat roof). Residents state youths have been seen previously on top of the Pavilion roof.
 - It being a potential security issue for close residents' properties.
 - The need for planning permission.
 - How the Recreation Ground is an attraction for the youths, and while generally it is a great facility, after dark cars are also starting to come in to the car park and remaining there.

The representations were noted by the meeting and the matter was reviewed as part of agenda item 22/1342 (Updates on the action tracker). The residents were updated on the rationale for the decision to install a container and the apparent absence of any viable alternative solutions.

22/1334 Report by County Councillor - Cllr Mike Steel

The full report is on the Parish Council website in the agenda area.

- Roads and Pavement gritting. The gritting trucks go at an allocated speed to ensure the most efficient coverage. There is a website available to view the units in action.
- Salt bag partnership works well.
- RideLondon has been working hard with the local business to support them for the 2023 event.
- All 36 potholes have been added to the members carriage way priority repairs.

22/1335 Report by Chelmsford City Councillor - Cllr Mike Steel

The full report is on the Parish Council website in the agenda area.

- Blossom Way – A response from CHP on permitted exceptions to the exclusion of parking by commercial vehicles remains outstanding. It has been intimated that a CV used exclusively for social, domestic and pleasure purposes is permissible.

22/1336 Confirmation of the minutes of the monthly meeting held on 21st November 2022

Resolution **The minutes were confirmed and signed.**

22/1337 Local Planning Authority Decisions.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
20/02064/OUT	Strategic Growth Site North Of Woodhouse Lane Broomfield Chelmsford Essex	Pending Decision
22/01925/FUL	Rosemary Cottage Mill Road North End Dunmow Essex CM6 3PE	Application Permitted
22/01113/SCOPE	Land At Moulsham Hall Moulsham Hall Lane Great Leighs Chelmsford Essex	Pending Consideration
22/01455/FUL	The Rose And Crown Chelmsford Road Great Waltham Chelmsford Essex CM3 1AG	Application Permitted
21/00881/FUL	Broomfield Hospital Approach Broomfield Chelmsford CM1 7ET	Pending Decision

22/1338 Planning Consultations

1. Reference: 22/01967/FUL
Address: Bennetts Farm Bennetts Lane North End Dunmow
Description of works: Proposed private equestrian development comprising 5 stables and wash bay within an American barn

Resolution: The Parish Council supports the comments of the listed building and conservation department. No objections.

2. Reference: 22/01979/FUL
Address: Church View Church Lane Great Waltham Chelmsford
Description of works: Removal of existing conservatory. Part single, part two storey rear extension including internal alterations. Addition of ground/first floor side windows.

Resolution: The Parish Council has no objections.

3. 22/00002/MAS - Strategic Growth Site 7 Great Leighs

Resolution: The Council will welcome the range of assessments and consultations which form the next stage of the proposed development so that it can further consider its position. Until then, it remains concerned that all new and upgraded infrastructure requirements needed to make the development a success will not be delivered on time or at all. In particular, while recognising that the development includes provision for a new primary school, the Council is also keen to see detailed impact analyses on existing educational facilities in neighbouring parishes. In addition, it expects similar assessments for the effects on other important infrastructural elements such as the local transport network, employment opportunities, and health, recreational and retail facilities.

4. Reference: 22/02031/FUL
Address: 77 Cherry Garden Road Great Waltham Chelmsford Essex
Description of works: Demolition of existing rear extension and construction of new single storey rear extension.

Resolution: The Parish Council has no objections

5. Parsonage Farm, Parsonage Lane, Barnston, Dunmow, Essex, CM6 3PB.
Applications for change of use of existing farm buildings to dwellinghouses, Part Q, and change of use of part of existing farm building into flexible use, Part R.

While the Council is not a consultee for this application (it being located in the area served by Uttlesford District Council), the concerns relating to the development already cited by others was noted.

Resolution: The application was noted with no disagreement of the comments made already by Barnston Parish Council to UDC.

22/1339 Finance Reports:

•	<u>Reserve Accounts</u>	<u>£ 52,330.73</u>
	○ Allotment Deposits	£ 550
	○ FE Variable Speed Camera	£10,000 (hold for 12 months)
	○ FE Path	£5,000 (time limited – March 2023)
	○ Parish Reserves	£15,730.73
	○ Capital Works	£21,000
•	<u>Current Account</u>	<u>£ 9,723.26</u>
	<u>Total on Hand</u>	<u>£ 62,053.99 (Before payments below)</u>

22/1340 Payments for Approval

02.12.2022	Village Hall rent	Office Rent	£316.09
05.12.2022	Christmas tree competition	General Reserve	£20.00
19.12.2022	Salaries	Salary	£2,692.72
19.12.2022	Paye	Paye	£2,458.50
19.12.2022	ESSEX PENSION FUND	Pension	£1,284.26
19.12.2022	Nalc – Local Council administration scheme.	General Reserve	£60.00
19.12.2022	Essex roller shutters	General Reserve	£1,381.50
19.12.2022	Ealc - training course	Training	£360.00
19.12.2022	Allotment Deposit Return	Allotment Deposit	£50.00
19.12.2022	Cllr Martin – Pavilion Paint	General Reserve	31.08

Totals spend £8,654.15

22/1341 Monthly Bank reconciliation – Chairman of the F&GP

Resolution: This was confirmed with zero tolerance.

22/1342 Updates on the action tracker.

The action tracker can be found in the agenda section of the Parish Council website. These items were discussed:

- 22/1344 Update to the meeting confirmed the need for planning pre advice for an 8-foot container to be placed at the Great Waltham Recreation Ground. However, without a specific agenda item at the meeting, authorisation for payment for pre advice cannot be made. An item to be added to the January meeting to discuss and agree this aspect. Once the planning situation is understood the Council will have the opportunity to take stock of its options given the further representations received at the meeting.
- 22/1174 Emergency Planning Document to be reviewed for the next agenda.
- 11 Inventory of the Pavilion – final version to be issued.
- 19 Pavilion WI-FI – close the item.
- 22/1203 JCM – update on the Hatchfields fences to be chased up.
- 22/1230 War memorial cleaning. Clerk to chase up.
- 22/1260 Parking of commercial vehicles in Blossom Way - close the item (duplicated with another item).
- 22/1266 Pavilion external works .Shutters fitted – close the item.
- 22/1267 Defibrillator units in the Parish – update the report.
- 22/1286 Staffing Committee items – close the item.
- 22/1328 National Grid consultation – close the item.
- 22/1322 Village Hall trustees – Clerk to chase up.

22/1343 Clerk's Report and actions.

The Handyman areas of focus have included:

- Leaf Clearance.
- Goalpost reconditioning.
- Repair to fence and wooden play equipment at Howe Street.
- Repairs to fence and wooden equipment at Great Waltham.
- Snow clearance work.

The Clerks areas of focus have included:

- Software meeting with Advantage.
- Meeting with Broomfield Parish Clerk.
- Meeting with Broomfield Parish Council CCTV officer.
- SWALEC/SSE (Council's energy supplier at the Pavilion) has finally accepted its estimates were wrong and a credit of £500 will be forthcoming. The Pavilion now runs with a smart meter so this issue should not arise again.

22/1344 To discuss and agree the Council's involvement in activities celebrating the coronation of HM King Charles III.

The organisers are not planning to do beacons as they want to do something different for the coronation. No additional details are available at this point.

Resolution: **Cllr. Lockwood to maintain engagement with the organisers and report back accordingly.**

22/1345 To agree the updated Councillors' Code of Conduct circulated prior to the meeting.

Resolution: **The Policy was adopted.**

22/1346 To agree to implement the Investments & Reserves Policy circulated prior to the meeting.

Resolution: **The Policy was adopted.**

22/1347 To agree to implement the Procurement Policy circulated prior to the meeting.

Resolution: **The item was deferred.**

22/1348 Discuss the proposal for the Parish Council to assume responsibility for the provision of defibrillators in the Great Waltham Parish.

There is a briefing note on the agenda area of the Parish Council website.

- The meeting noted that the problem with 'The Circuit' database showing the Ford End and Great Waltham units as unavailable has been resolved, but the Howe Street unit is still showing as unavailable.
- The host for the Littley Green unit has expressed similar concerns regarding the difficulties associated with 'The Circuit'.
- An alternative system (Webnos), currently used by North End for the management of their unit is reported as being far more user friendly and reliable.
- A discussion followed on the merits and advantages of the PC undertaking the provision and maintenance of defibrillators within the Parish with reference to the briefing note which highlighted equipment recommendations, projected costs and the opportunity to fill the current gap in the Parish by installing a unit at Broads Green. The information was mainly supplied by the Community Heartbeat Trust.

Resolution: **The Parish Council will assume responsibility for the provision and maintenance of units in Great Waltham Parish and will provide an additional unit for Broads Green.**

Resolution: **The Council approves the engagement with the Community Heartbeat Trust for the maintenance and provision of defibrillators units for the Parish from April 2023 in line with its budget provisions.**

22/1349 Discuss and approve any items for publication to the public.

- Monthly precis of the minutes.

Next Planned meetings (all in the Pavilion) :

Monday 16 th January 2023	Monthly Meeting
Monday 23 rd January 2023	Finance & General Purposes Committee
Monday 30 th January 2023	Recreation Committee

Meeting closed 21.30
Will Adshead-Grant
Clerk to the Council.