

# Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham.  
E Mail: clerk@greatwalthamparishcouncil.co.uk Website: e.voice.org.uk

**Clerk: W.Adshead-Grant**

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

The minutes of the meeting of Great Waltham Parish Council held on Monday 20<sup>th</sup> February 2023 in the Pavilion, Great Waltham Recreation Ground, South Street, Great Waltham at 7.30pm.

22/1375 Chair's Welcome.

Chair: Gilbert.

Councillors: Palmer, Jenkins, Dunn, Martin, Lockwood, Jackson, Huggins, and McDevitt.  
Steel from 8.20pm.

22/1376 Apologies.

Cllr Micklem.

Cllr Steel before 8.20pm.

22/1377 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

No declarations were made.

22/1378 Public Participation Session (items do not need to be on the agenda).

5 members of the public in attendance.

- One person to discuss item 22/1398 - Request for the use of FE Recreation Ground for a community coronation event.
- One person to make representations in relation to item 22/1386 – Planning No.2 (proposed development on land adjacent to Hyde Hall Lane). As a neighbouring resident, these were to object to the application because of the impact of the planning proposal. In particular:
  - The silo currently in place and has been turned down on a retrospective planning application.
  - While the current silo is not a problem, the siting of it and the grain store in the proposed location would be an issue as it is much closer to and visible from his property.
  - Hyde Hall Lane is a protected lane and it and the adjacent roads are too narrow for the vehicles which would require access to/from the site: Old Shaws Road is only 8 foot wide; the concrete road is 10ft wide and in places Hyde Hall Lane is also just 10ft wide. The Lane also includes a sharp right hand bend turn.
  - The development introduces the need to use a road 600 yards long to access the silo and store.
- One person offered information in relation to item 22/1402 by indicating that potentially funding for defibrillator units may be available from the Chelmsford masonic lodge as they ran some funding for devices during the Covid 19 pandemic.
- The Council also received two written requests in relation to the condition of the war memorial at Banbury Square. These were considered under item 22/1405.

22/1379 Report by County Councillor - Cllr Mike Steel.

The full report is available in the agenda section of the website.

- Pothole scheme. Overall Cllr. Steel has submitted 51 requests for repairs, with 5 in this Parish.
- Local Highways Panel (LHP) update:
  - If parishes require more Speed Indicator Device (SID) sites, lampposts can now be used subject to an engineering evaluation.
  - A scheme for revised School Patrol signs at Great Waltham School has been submitted to the LHP.
  - The scheme for raised kerbs in Ford End at bus stops is awaiting works to be undertaken.

- From 16<sup>th</sup> March local recycling centres will trial the requirement of needing to make a booking. There is a same day booking facility. One aspect of the trial will be to understand if the new arrangements increase fly tipping.
- There is a consultation on expanding the Chelmer Valley Park & Ride facility by 500 spaces.
- Traffic in central Chelmsford has increased but car parking is still low. One theory is that increased home working has generated more daytime journeys which do not need council-run parking facilities.
- Coronation – there is encouragement for all levels of government to reduce the red tape to facilitate events.

22/1380 Report by Chelmsford City Councillor - Cllr Mike Steel.

The full report is available in the agenda section of the website.

- Highlighted that voting in the local elections is on the 4<sup>th</sup> May. Voter ID is required when voting in person.
- Ukraine housing support. There are difficulties entering the private rented sector when guests are able or need to move from a hosted family situation. Therefore on occasions new host families are being sought.
- Cllr. Steel has renewed his 3 year First Aid certificate.
- At a budget meeting on 22<sup>nd</sup> February it will be proposed that Chelmsford City Council funds the Highways Rangers resource (it having previously stated this service would be withdrawn). The outcome will be confirmed.

22/1381 Confirmation of the minutes of the monthly meeting held on 16<sup>th</sup> January 2023.

**Resolution: The minutes were confirmed.**

22/1382 Note the minutes of the Finance and General Purposes Committee 23<sup>rd</sup> January 2023.

**Resolution: The minutes were noted.**

22/1383 Note the minutes of the Recreation Committee held on 6<sup>th</sup> February 2023.

**Resolution: The minutes were noted.**

22/1384 Note the minutes of the Highways and Transport Committee held on 13<sup>th</sup> February 2023.

**Resolution: The minutes were noted.**

22/1385 Local Planning Authority status.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
20/02064/OUT	Strategic Growth Site North Of Woodhouse Lane Broomfield Chelmsford Essex	Pending Decision
22/01979/FUL	Church View Church Lane Great Waltham Chelmsford Essex CM3 1LH	Application Permitted
22/02275/FUL	45 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DH	Application Permitted
22/02135/FUL	Land Adjacent Bay Tree Cottage North End Dunmow Essex	Pending Consideration
22/02031/FUL	77 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DH	Application Permitted
22/01113/SCOPE	Land At Moulsham Hall Moulsham Hall Lane Great Leighs Chelmsford Essex	Pending Consideration
21/00881/FUL	Broomfield Hospital Hospital Approach Broomfield Chelmsford CM1 7ET	Pending Decision

22/1386 Planning :

**1. Reference: 22/02318/FUL**

Address: Ivy Cottage Littley Green Chelmsford Essex

Description of works: Replacement dwelling and detached cart shed.

**Resolution: The Parish Council supports this application on the basis of the green innovations.**

**2. Reference: 22/02276/FUL**

Address: Land At Grid Ref 570920, 216240, Part Of Hyde Hall Farm Hyde Hall Lane Great Waltham Chelmsford

Description of works: Proposed grain store and fertiliser tank with associated works including access track.

The proposed site seems to conflict with the requirements of a protected lane status, a basis upon which the Parish Council had objected to the previous application. The development would be intrusive in its proposed location. There are continued concerns that the protected lane will still get damaged.

**Resolution: *The Parish Council strongly objects on the basis that is still intrusive and becomes more intrusive to residents. The protected lane used by agricultural vehicles creates a hazard to the protected lane status.***

**3. Reference: 23/00027/FUL**

Address: Clarendon Barrack Lane Great Waltham Chelmsford

Description of works: Two storey side extension. Single storey rear extension. New pitched roofs over all existing flat roofs. Alteration to rear raised decking. Relocating existing satellite dish.

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

**4. Reference: 23/00088/FUL**

Address: Bridge House Lucks Lane Howe Street Chelmsford

Description of works: Proposed first floor rear extension and single storey rear extension to link dwelling house to existing garage. Proposed conversion of existing garage and replacement with new detached garage.

**Resolution: *The Parish Council has no objections, but requests the condition that the new garage remains ancillary to the main building.***

**5. Reference: 23/00109/LBC**

Address: Bumbles Mill House Mill Road Great Waltham Dunmow

Description of works: Replacement of existing ground floor window on north-east side elevation with a set of French doors.

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

22/1387 Finance Reports:

•	<b><u>Reserve Account</u></b>	<b><u>£ 45,411.35</u></b>
	○ Allotment Deposit	£550
	○ FE Variable Speed Camera	£10,000 (Hold for 12 Months)
	○ FE Path	£5,000 (Time Limited – March 2023)
	○ Capital Works	£21,000
	○ Parish Reserve	£8,861.35
•	<b><u>Current Account</u></b>	<b><u>£ 7,429.81</u></b>
	○ Vat Reclaim	£2,087.82 (included above)
	<b><u>Total on Hand</u></b>	<b><u>£ 52,841.61 (Before payments below)</u></b>

22/1388 Payments for Approval

Date	Item	Budget heading	Payment
30.01.2023	Cllr Huggins-Pre-Application Planning	General Reserve	£98.00
02.02.2023	Village Hall rent	Office Rent	£316.09
21.02.2023	M&G Fire Extinguishers	General Reserve	£43.20
21.02.2023	HMRC - PAYE	Paye	£715.54
21.02.2023	Clerk - Expenses	Expenses	£361.48
21.02.2023	Essex Pension Fund	Pension	£479.61
21.02.2023	Amazon - Toilet roll - Pavilion	General Reserve	£6.99
21.02.2023	Amazon - Ground spikes - allotments	General Reserve	£40.96
21.02.2023	Amazon- Fabric - allotments	General Reserve	£89.20
21.02.2023	Amazon- litter pickers	General Reserve	£24.49
21.02.2023	Amazon - paint	Handyman Consumables	£11.54
21.02.2023	Amazon - Lawnmower	Handyman Tools / Assets	£154.94
21.02.2023	Combined Salaries	Salary	£1574.44
21.02.2023	Handyman - Feb expenses	Expenses	£97.93
18.02.2023	Amazon-Grease Cartridge	Handyman Consumables	£11.47
18.02.2023	Amazon – Grease Gun	Handyman Tools / Assets	£18.55

**Total** **£ 4044.43**

**Resolution**    **The Payments were approved.**

22/1389            Monthly Bank reconciliation – Chairman of the F&GP

**Resolution:**    **No issues zero difference.**

22/1390            Updates on the action tracker.

This month items were discussed by exception.

- 22/1322 – Meeting with Village Hall trustees planned for 22<sup>nd</sup> February cancelled. An item will be added to next month's agenda.

22/1391            Clerk's Report and actions

- Based on the handyman's reports we will need topsoil at each recreation ground site with the various goal mouths needing repairs. A few volunteers with wheelbarrows will be required to move the soil.
- Several plots were covered on the allotments.
- The Clerk has primarily been working with agendas, meetings, and minutes. The allotment accounts are almost up to date with only two plots to be resolved.

22/1392            Proposal for a sign at the Recreation Ground, perhaps temporary and placed only on the nights the Parish Council is present, pointing in the direction of the Pavilion.

With the increased hire of the building and sometimes out of parish attendees, a sign would be beneficial to help users locate the building.

**Resolution**    **A permanent name sign to be up to £50 to be made and installed on the noticeboard by the front gate.**

22/1393            Proposal for a location sharing arrangement between the South and North Wards for monthly meetings.

**Resolution:**    **Agree to hold a quarterly meeting at Ford End.**

**Resolution:**    **Clerk to investigate what days are available for meetings at Ford End Village Hall.**

22/1394 To consider the Council's involvement in events associated with the coronation of King Charles III.

Last year information from national coordinators for Jubilee events was forthcoming and well prepared. This has not been the case for the coronation – the information the Council has received to date has been quite general. Aside from the proposed Ford End event, it is expected that Howe Street will have a picnic and North End will have a tea event.

**Resolution:** **Clerk to contact the various organisations that were involved in the Jubilee events to understand if they are planning anything or need any support from the Parish Council.**

22/1395 Parish Elections 4<sup>th</sup> May 2023.

Anyone wishing to become a parish councillor will need to fill in nominations forms which will be available from Chelmsford CC's democratic services area. The City Council offers an informal review of paperwork service before the official nomination date. There is a short time line between the nominations opening and closing.

22/1396 To receive an update from RideLondon from Christopher Davey of London Marathon events on the 2023 and to discuss and agree any actions for the Council.

- The event returns on Sunday 28<sup>th</sup> May. This year it is a one-day event only.
- Town and village applications to support the event will be accepted by RideLondon
- For businesses affected by the events there is support from RideLondon Events and Essex County Council.
- There is a rolling one-year contract arrangement, the event being a legacy from the London Olympics. One Charity raised over £750,000 at last year's event.
- On the day there will be 3 cycle events on the day (not a race). 30, 60 and 90 miles. The longer event affects the parish. The affected roads will be closed from approximately 06:30 to 16:30. However, the organisers are working with councils to optimize opportunities to ensure there are regularly open crossing points along the route.
- RideLondon is working to minimise the impact this year. The times of the road closures will be reduced compared to last year. A Google Maps feature will be live with the diversions and vehicle crossing points. Notifications are being sent to households both on the route and other who will be affected.

It was agreed that the Council should maintain close links with the organisers to deal with any questions, queries and feedback it receives from residents. It will help facilitate a proposed pre-race drop-in discussion event.

**Resolution:** **Clerk to consolidate requests from the Council to RideLondon Events.**

22/1397 Request for use of Great Waltham recreation ground and pavilion by the community network for a boules event.

A written request for the use of the pavilion was received and shared before the meeting.

**Resolution:** **Agreed and approved free of charge use of the Pavilion.**

22/1398 Request for the use of FE rec ground for a community coronation event.

A written request was received and shared before the meeting. The applicant requested free use of the area and will request a grant from the Parish Council to support.

**Resolution:** **The Parish Council supports this request.**

**Resolution** **Clerk to forward any additional funding options to the organisers.**

22/1399 Discuss and accept the Recreation Committee's proposal to continue with the development works at Ford End Recreation Ground in line with the results of Consultation 2.

**Resolution:** **The Parish Council accepts this proposal.**

22/1400 Approve the Recreation Committee's recommendation for the Howe Street Recreation Ground Multi Play replacement.

The recreation committee recommends the spend of £20,398 for the Pandora metal multi play unit which is guaranteed for 25 years.

**Resolution:** **The recommendation was agreed and the Clerk will arrange the purchase the Pandora metal multi play unit as soon as possible.**

22/1401 To note and agree the Strategic Approach for Management of Defibrillators in the Parish document circulated prior to the meeting.

**Resolution:** **The document was accepted and agreed.**

22/1402 To agree the defibrillator working group's recommendation to source required defibrillator units (and associated services) from Community Heartbeat Trust. (See assessment document circulated prior to the meeting).

**Resolution:** **The recommendation was accepted.**

22/1403 To note reported crime data for the parish in 2022 (see document circulated prior to the meeting).

**Resolution:** **The report was noted.**

22/1404 To agree the wording of the proposed agreement between the Council and Great Waltham Horticultural Society in relation to the hut at the Brook Mead allotment garden (see document circulated prior to the meeting).

**Resolution:** **The wording of the agreement was approved.**

22/1405 To discuss and agree actions by the Council in relation to any restoration of the war memorial at Banbury Square. - Cllr. Gilbert.

The meeting noted that three letters have been received raising concerns over the condition of the memorial; in particular, that some names of the fallen have become indecipherable. The Clerk provided an update on the ongoing correspondence between the Council and the War Memorial Trust (WMT). The WMT has indicated that:

- Counterintuitively, regular cleaning of the stone is not advised.
- Because of the transference of moisture, laying wreathes directly on the stonework on a permanent basis is not advised.
- There may be opportunities to enamel the lettering on the memorial, subject to careful consideration of the type of stone, paint to be used etc.

The meeting noted that the potential option to enamel the lettering was not one offered during previous discussions on maintaining the structure in good repair.

**Resolution:** **Clerk to write to the correspondents to confirm the above and that the WMT is working with us to provide a solution.**

**Resolution** **A proposed strategy to renew or repair the oak posts at Banbury Square to be drafted for consideration.**

**Resolution:** **Clerk to discuss enamel paint options with the WMT and the conservation officer.**

22/1406 To agree the wording of a draft letter to a resident in relation to issues raised and discussed at the Recreation Committee meeting on 6<sup>th</sup> February (see document circulated to members prior to the meeting).

**Resolution:** **The letter to be sent as drafted.**

22/1407 To agree the Highways and Transport Committee's recommendation that the Council supports the 20's Plenty in Essex campaign, and if agreed, for the Council to write to Essex County Council asking it to note the decision.

**Resolution:** **The recommendation was approved.**

22/1408 Subject to a decision to support the *20's Plenty in Essex* campaign, to discuss and agree all issues to be raised in the Council's communication to Essex County Council.

**Resolution:** ***Letter to be drafted by Cllr. Gilbert and shared with members.***

22/1409 To agree the Recreation Committee's recommendation for the purchase of a battery lawnmower for use of the handyman in his duties.

**Resolution:** ***This was approved.***

22/1410 Discuss and approve any items for the "Parish Council News" section of the Parish News.

- Summary of this meeting.
- Allotments open day.

**Next Planned meetings (all in the Pavilion) :**

**Monday 6<sup>th</sup> March** **Recreation Committee.**

**Monday 20<sup>th</sup> March** **Monthly Meeting of the Parish Council.**

Meeting closed 21:55  
Will Adshead-Grant  
Clerk to the Council