# Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham

Clerk, W J Adshead-Grant.

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Minutes of the meeting of the Great Waltham Parish Council held at the Pavilion, South Street, Great Waltham on Monday 17th July 2023 at 7.30 pm.

23/1559 Chair’s Welcome:

Chair: Gilbert

Cllrs: Martin, Jackson, McDevitt, Bradley, Steel, Jenkins and Palmer.

23/1560 To consider and agree recommendations for co-opting new members to the Council.

The Chair reported that in accordance with the Council’s co-option policy applicants had been interviewed and selections agreed. It was recommended that the Council accepts Oliver Micklem, Christine Page and Roger Stephenson as new councillors. This would bring the Council up to its full complement of eleven members.

***Resolution: The recommendation was agreed and Cllrs Micklem, Page and Stephenson were elected and welcomed to the Council.***

23/1561 Apologies

None were given.

23/1562 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Planning (item 23/1569) Cherry Trees, Chelmsford Road – Cllr Micklem as a near neighbour.

Allotment items – Cllrs Jackson, Bradley and Palmer – Allotment leasers.

23/1563 Public Participation session for any items regardless of its existence on the agenda

There were no members of the public at the meeting.

23/1564 Report by County Councillor - Cllr Mike Steel.

The full report will be online in the agenda section of the website.

* Members led carriageway pothole scheme – submissions for 20 potholes made in July round. Next batch in October with proposed works to include issues in Ford End Barrowdale, and in Great Waltham at the junction of Cherry Garden Road/South Street.
* National Grid – Next informal consultation has narrowed down proposed route and positioning of pylons. An assessment of an offshore grid by the Electricity Systems Operator is being considered over the next few months. The National Grid’s current pathway is implementation by 2030. CCC will continue to object after a policy review meeting. ECC will also continue to object. The preferred solution remains an offshore route.
* Great Waltham School travel plan. No new safe crossing place can be introduced due to sight lines. Discussions have included those with Essex Highways Sustainable Travel Planning Officer, including parking options which avoid crossing the main road (see also item 23/1583).
* At Ford End the damaged crash barrier has already been replaced.

23/1565 Report by Chelmsford City Councillor – Cllr Mike Steel.

The full report will be online in the agenda section of the website.

* Wheelers Farm music events. There were three planned events this year. In future a more restrictive noise level licence condition would apply. Sound monitoring officers at Chelmsford City Council can be contacted during an event to measure any excessive noise.

23/1566 Confirm the minutes of the ordinary meeting 19th June 2023.

***Resolution: These were confirmed.***

23/1567 Note the minutes of the Recreation Committee held on 12th July.

Under item 5. The first resolution should read: ‘New plot holders will uncover their plots and the Council will store the material’.

***Resolution: Subject to the above change the minutes were noted.***

23/1568 Local Planning Authority Decisions.

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| --- | --- | --- |
| [Reference](https://publicaccess.chelmsford.gov.uk/online-applications/registered/trackedApplication.do?action=display&orderBy=caseNo&orderDirection=ascending) | [Address](https://publicaccess.chelmsford.gov.uk/online-applications/registered/trackedApplication.do?action=display&orderBy=address&orderDirection=ascending) | [Status](https://publicaccess.chelmsford.gov.uk/online-applications/registered/trackedApplication.do?action=display&orderBy=status&orderDirection=ascending) |
| 23/00454/FUL | Zinc House Barns Brook Hill Great Waltham Dunmow Chelmsford CM6 3PQ | Application Permitted |
| 23/00402/FUL | Black Chapel Cottage Black Chapel Lane Great Waltham Dunmow CM6 3PH | Application Permitted |
| 23/00659/FUL | Recreation Ground South Street Great Waltham Chelmsford Essex | Application Permitted |
| 23/00740/FUL | Land Between Little Dene And Bridge Cottage Main Road Little Waltham Chelmsford Essex | Application Refused |
| 23/00808/FUL | Burmead Main Road Great Waltham Chelmsford Essex CM3 1LL | Application Permitted |
| 23/00784/FUL | 60 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DJ | Application Refused |

23/1569 Planning Applications

1. **Reference: 23/00838/FUL**

Address: Littley Park, The Dairy Littley Park Lane Great Waltham Chelmsford

Description of works: Change of use of remaining sections of historic agricultural range to enlarge existing single dwelling. Remodelling of courtyard range and altering form of roof. Single storey extension within courtyard to create entrance vestibule. Associated alterations and operations.

Minor landscaping works.

***Resolution: No objections.***

1. **Reference: 23/00839/LBC**

Address: Littley Park, The Dairy Littley Park Lane Great Waltham Chelmsford

Description of works: Change of use of remaining sections of historic agricultural range to enlarge existing single dwelling. Remodelling of courtyard range and altering form of roof. Single storey extension within courtyard to create entrance vestibule. Associated alterations and operations. Minor landscaping works.

***Resolution: No objections.***

1. **Reference: 23/00602/FUL**

Address: Great Waltham C Of E School South Street Great Waltham Chelmsford

Description of works: Erection of free-standing timber canopy to early years play area.

***Resolution: Support the application.***

1. **Reference: 23/00898/FUL**

Address: Greenways Church Lane Great Waltham Chelmsford

Description of works: Replacement Dwelling.

It was noted that the Council has awarded the applicant’s company the contract for work to be carried out on the Ford End Recreation Ground path. This is a substantially similar application to one made previously. The Parish Council did not object to the previous application.

***Resolution: No objections.***

1. **Reference: 23/01050/FUL**

Address: Cherry Trees Chelmsford Road Great Waltham Chelmsford

Description of works: First floor side extension, single storey rear extension.

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

This is a second application following a previously refused application. The Council objected to the previous application. The new application addresses the Council’s original concerns.

***Resolution: No objections.***

23/1570 Finance Report.

Current Account; **£6,273.78**

Reserve Account; **£34,845.25**

* £10,000 Ford End Speed Cameras
* £5,000 Ford End Path
* £700 Allotment deposits
* £12,101.66 Capital Works
* £7,043.59 General Reserve

**Total £41,119.03**

The Finance Report was noted.

23/1571 Confirmation of payments:

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| **Item** | **Budget heading** | **Payment** |
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| Swalec - DD | utilities | £828.31 |
| Great Waltham Charities - DD | General Reserve | £250.00 |
| Unity Trust Bank - Service Charge | Bank Charges | £18.00 |
| Clerk - Expenses – Bench (Locality fund) | General Reserve | £766.55 |
| Cllr Martin - Pavilion decoration | General Reserve | £117.33 |
| HMRC | PAYE | £715.54 |
| Combined Salaries | Salary | £1322.66 |
| Essex Pension Fund | Employee Contribution | £83.08 |
| Essex Pension Fund | Employee Additional Contribution | £37.72 |
| Essex Pension Fund | Employer Contribution | £359.00 |
| Clerk - Expenses | Expenses | £48.43 |
| Clerk - Expenses - Whiteboard | General Reserve | £329.99 |
| Play Inspection Company | General Reserve | £360.00 |
| Ford End Village Hall | Grants | £495.87 |
| JCM - Padlock | Grounds Maintenance Contract | £24.00 |
| Miss A C Wood | Internal Audit | £140.00 |
| Jcm-Hedge Cut | Grounds Maintenance Contract | £114.00 |
| Handyman Expenses - June | Expenses | £72.85 |
| Amazon- Roundup | Handyman Consumables | £41.87 |
| Amazon- gate signs | Handyman Consumables | £58.15 |
| Amazon - new site signs | Handyman Consumables | £112.59 |
| Amazon- gate Padlocks | Handyman Consumables | £56.97 |
| Amazon - Printer Cartridges | Office | £24.98 |
| Budget Container Company | Capital Works | £3,288.00 |
| Handyman Expenses - July | Expenses | £58.00 |
| Clerk - Goal Post sockets(Senior) | Handyman Consumables | £1,070.11 |

**Total £10,794.00**

***Resolution: The payments were approved.***

23/1572 Monthly Bank Reconciliation.

***Resolution: There is zero difference. This was approved.***

23/1573 Update on the Action Tracker – all.

The full tracker was reviewed and these items were closed as completed:

* 23/1455 – The Coronation grant for the Ford End Village Hall has been paid.
* 23/1520 – The Co-option process for councillors has concluded with three new councillors elected today.
* 23/1548 – A new Locality funding request from Essex County Council was approved and a new bench has been ordered for Ford End.

23/1574 To select a contractor to complete works to apply enamel paint the inscriptions on the war memorial at Banbury Square (deferred from previous meeting) – Cllr Gilbert.

Members remained wary of approving works without further examples from those carried out elsewhere. Members are mindful of not wishing to authorise changes which could prove harmful in the medium- or long-term.

***Resolution: Defer this item to next month to allow for additional details to be sought from the War Memorials Trust and Universal Stone – one of the possible contractors.***

23/1575 To consider the mechanism(s) to consult/update parishioners on proposed works on the war memorial at Banbury Square (deferred from previous meeting).

***Resolution: Defer this item to next month to allow for additional details to be sought from the War Memorials Trust and Universal Stone – one of the possible contractors.***

23/1576 To discuss and agree the Council’s response to National Grid’s *The Great Grid Update Norwich to Tilbury* consultation.

* The North West and South West of Chelmsford Parishes Group is working to formulate a common text objecting to the latest proposals. The preference remains for an offshore route/grid.
* National Grid’s position is that all previous objections have been considered in its latest proposals and the route has been changed to minimise the issues raised.
* Lattice pylons are unattractive – potentially the T pylons are the least unattractive.
* Underground installation is a very disruptive, demanding a 100m wide trench. The trench system requires a large building (converter) at either end of each section of trench. The ground will take 10 years to recover after the trench works completed.
* The meeting discussed a request from a resident to purchase printed flyers and banners drawing attention to the proposals. The Council decided against purchasing banners at this stage, not least due to complications in securing various permissions in placing them on private land.

***Resolution: Cllr McDevitt will draft the Council’s response to the latest consultation taking into account further input from the North West and South West of Chelmsford Parishes Group. The draft will be shared with members for comment.***

***Resolution: The Council agreed the aspiration to put a leaflet through every door in the parish. Cllr. Palmer to make social media posts requesting volunteers for delivering the flyers, provided they can be sourced.***

***Resolution: Cllr. Steel to identify whether the c.1,000 leaflets required to cover the parish can be sourced at no cost.***

23/1577 To confirm that the Council will lead on November Remembrance Sunday events and form a committee including the British Legion, church, and other local organisations.

***Resolution: Confirmed.***

23/1578 To agree the Council’s representatives at the Remembrance Sunday events at Great Waltham and Ford End.

***Resolution: Cllrs Martin and Stephenson to agree on the Ford End representative.***

***Resolution: Cllr Gilbert is the representative at Great Waltham.***

23/1579 To authorise the purchase of two wreaths for the Remembrance Sunday services.

***Resolution: Approval up to £50 via the British Legion.***

23/1580 To appoint two additional members to fill the vacancies on the Finance & General Purposes Committee.

***Resolution: Cllrs Micklem and Stephenson were elected to the roles,***

23/1581 To appoint one additional member to fill the vacancy on the Recreation Committee.

***Resolution: Cllr Page was elected to the committee.***

23/1582 Discuss the Findings of the Internal Auditors report.

No major issues were raised. Clean audit for 2022-2023.

23/1583 Discuss the potential parking options for the Great Waltham School.

Cllr. Steel reported on his conversations with Essex Highways Sustainable Travel Planning Officer to whom he has explained the issues in detail. These have included the availability of the public car parking spaces in Blossom Way which are currently underutilised and could be considered by school staff or parents for parking (either during the day or when dropping off pupils).

***Resolution: Cllr. Steel to make contact with the School to ensure there is an awareness of the availability of the Blossom Way facility.***

23/1584 Discuss the costs for the continuing improvements to the allotment areas and authorise the expenditure for both materials and labour if required.

Four or five rolls of covering material are still required for Bury Lane. Brook Mead can be covered with the existing coverings that have been reclaimed. Ebay would offer the best commercial purchase price.

***Resolution: A total expenditure amount of £162 was approved.***

23/1585 Discuss options to enable the cleaning of benches and other equipment for the handyman.

The three options in the briefing paper were discussed: a manual hand pump power washer, or a battery driven pump power washer, or a petrol-powered power washer. The flexibility and power available from the battery driven power washer was selected as the best balance between power and portability.

***Resolution: The Clerk to purchase a Ryobi battery driven power washer.***

23/1586 Discuss and approve any items for the “Parish Council News” section of the Parish News.

* Pylon notice.
* Precis of the minutes.
* Allotment open day.
* Public transport update.
* Play in the Park update .

Next Meetings:

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| **Date** | **Meeting of :** |
|  |  |
| Monday 24th July | Great Waltham Parish Council Highways & Transport Committee @ 7.30pm |
| Monday 31st July | Great Waltham Parish Council Finance and General Purposes @ 7.30pm |
| **Tuesday** 22nd August | Great Waltham Parish Council Monthly Meeting at 7.30pm **at FE Village Hall** |
| Monday 4th September | Great Waltham Parish Council Recreation Committee @ 7.30pm |

Meeting closed : 21:02

Will Adshead-Grant

Clerk to the Council.