

Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Hulton 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 16th October 2023 at 7.30 pm.

23/1655 Chair's Welcome:

Chair: Gilbert.

Cllrs: Jackson, Martin, Micklem, McDevitt, Stephenson, Steel, Jenkins, Page and Bradley.

23/1656 Apologies

Cllr Palmer.

23/1657 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllrs Steel and Bradley declared a non-pecuniary interest in item 23/1665.

23/1658 Public Participation session for any items regardless of its existence on the agenda

One member of the public attended to discuss item 23/1673.

- Safety concerns were raised by the resident about the parking of vehicles at the junction of Hoe Lane with Margaret Woods Road in Broads Green. The Chair and Cllr Page had visited the area to review the concerns with the resident and pictures were shown of parked vehicles in the area. Planning approval for three parked vehicles in the resident's driveway has been granted. The resident has been in contact with South Essex Parking Partnership (SEPP) for advice. Highway Code Rule 250 was quoted.

23/1659 Report by County Councillor – Cllr Mike Steel.

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

- Pothole repairs under member led scheme – 4 in the parish. 2 have been completed and the next 2 are imminent.
- Ford End average speed camera – A reminder for a new quote from the supplier has been requested.
- Gigaclear – Some issues with the response of Chelmer Housing Partnership (CHP) mean certain properties could miss out on a potential roll out of the service.
- Bus Services – Digigo and ECC attended a meeting at Chignal Village Hall to discuss and explain the changes proposed.

23/1660 Report by Chelmsford City Councillor – Cllr Mike Steel.

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

- Pylons – CCC has submitted its response. Concerns raised on the Walthams pinch point. Heritage survey requested to review the area and the impact.
- Recycling – Public consultation on the pilot scheme has commenced.
- Planning – Little Cleatop (planning ref: 23/01167/FUL) was taken to the CCC planning committee and some minor changes having been made to the scheme, the application was permitted.
- No update yet on the new member led footway scheme.

23/1661 Confirm the minutes of the ordinary meeting held on 18th September.

Resolution: The minutes were confirmed.

23/1662 Note the minutes of the F&GP Committee meeting held on 9th October.

Resolution: The minutes were noted.

23/1663 Note the minutes of the Highways and Transport Committee held on 25th September.

Resolution: The minutes were noted.

23/1664 Local Planning Authority Decisions.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
22/02276/FUL	Land At Grid Ref 570920, 216240, Part Of Hyde Hall Farm Hyde Hall Lane Great Waltham Chelmsford Essex	Application Permitted
23/01167/FUL	Little Cleatop South Street Great Waltham Chelmsford Essex CM3 1DP	Application Permitted

23/1665 Planning Applications.

1. Reference: 23/01447/FUL
Address: Garnetts Farm Mashbury Road Great Waltham Chelmsford
Description of works: Proposed single-storey side extension, linking dwelling to outbuilding.

Resolution: No objections.

2. Reference: 23/01448/LBC
Address: Garnetts Farm Mashbury Road Great Waltham Chelmsford
Description of works: Proposed single-storey side extension, linking dwelling to outbuilding.

Resolution: No objections.

23/1666 Finance Report.

<u>Current Account;</u>	£25,660.34
<u>Reserve Account;</u>	£33,700.00
• £10,000	Ford End Speed Cameras
• £700	Allotment deposits
• £23,000	Capital Works
<u>Total</u>	<u>59,360.34</u>

23/1667 Confirmation of payments:

Expenditure transactions - payments approval list
Start of year 01/04/23.

No	Gross	Heading	Invoice	Invoice	Details
1148	£315.00	170	16/10/23	EX0108	PKF Littlejohn - Audit fees 2022-2023
1149	£48.33	205	16/10/23	GRE-40	Fenland Leisure T/A Online Playgrounds - Wet pour gap filler
1150	£44.67	265	16/10/23	WAVE	WAVE - Water Utility - Gt Waltham recreation ground
1151	£720.00	230	16/10/23		Chelmsford City Council - Play in the park 2023.
1152	£140.00	220	16/10/23	inv-1717	JCM SERVICES - Ditch cutting Pump Green
1153	£375.00	240	16/10/23		Chatham Hall Estate - semi-annual rent for allotments
1156	£146.75	120	16/10/23		Jason Buckley - Handyman - Confidential
1157	£19.65	205	16/10/23		Amazon - EP2 Lithium grease cartridges
1158	£39.37	205	16/10/23		Amazon - Roundup 500ml
1159	£733.60	103	16/10/23		HMRC (PAYE/NI) - October Paye

1160	£118.49	16/10/23	Will Adshead-Grant - October expenses
1	£27.56	130	Standard e-mail
2	£40.50	265	Keys for hirers
3	£50.43	120	General expenses and allowances
1162	£37.72	110 16/10/23	Essex Pension Fund - October Pension
1163	£388.55	115 16/10/23	Essex Pension Fund - October Pension
1164	£78.97	205 16/10/23	Amazon - fence Post repair Anchor spikes 8 pcs
<u>Sub Total</u>		<u>£3,206.10</u>	
		<u>£1,448.02</u>	<u>Confidential</u>

Total **£4,654.12**

Resolution: **The Payments were approved.**

23/1668 Monthly Bank Reconciliation.

Resolution: **The reconciliation was approved at zero tolerance.**

23/1669 Update on the Action Tracker (circulated with the agenda) – all.

All open items were reviewed. A revised tracker document will be issued with updates.

23/1670 Clerk's Report

- The Clerk gave a verbal update.
- Focus this month has been on budget preparation, allotment invoices and several pieces of playground equipment needing to be removed or reduced due to inspection concerns.

23/1671 To consider any further actions by the Council in relation to National Grid's Norwich to Tilbury proposals before the statutory consultation commences in 2024.

- It was agreed that having responded to the second non-statutory consultation the Council should await further developments before making further comments on its position.
- In particular, it was agreed to wait for the offshore route review and the statutory consultation (due in 2024).
- Information has been loaded on the website of the Council regarding its position to the two non-statutory consultations held to date.

23/1672 To appoint a new member to the Council's Staffing Committee.

Cllr Palmer resigned from the Staffing Committee.

Resolution: **Cllr Page was elected to the Staffing Committee.**

23/1673 To consider a resident's request for the Council to lobby for action by South Essex Parking Partnership in relation to parking matters raised at Broad's Green.

- The unusual configuration of the junction in question (which makes egress and ingress for vehicles turning in from the Lark's Lane direction difficult when vehicles are parked close to the junction) was noted.
- The powers of SEPP were discussed – it can arrange single white lines, single yellow lines, and double yellow lines. A survey of residents would need to be undertaken and a minimum 50% positive response would be required for SEPP to consider action.
- Planning enforcement was also discussed as a potential route to try and resolve any issues.

Resolution: **Letter to be drafted from the Council to the neighbour.**

Resolution: **Cllr Gilbert and Cllr Page to offer a visit and discuss the situation with the neighbour.**

23/1674 To offer a Council representative to the Great Waltham Community Network.

There was a discussion about an active member of the Council being elected to offer to represent it on the Great Waltham Community Network, but no members felt able to volunteer.

Resolution: **Defer to the AGM in 2024.**

23/1675 To consider whether the Council wishes to participate in the Annual Christmas Tree Festival at Great Waltham Church, and if so, to agree a budget (for entry fee and decorations).

There were no immediate volunteers, but Cllr Bradley agreed to undertake a review.

Resolution: **The Council will fund the £20 entry fee.**

23/1676 To consider whether the Council wishes to respond to Essex Highways User Survey 2023/24.

It was agreed to respond to the survey.

Resolution: **Cllr Stephenson will draft a response and share with all members.**

23/1677 To agree the F&GP Committee recommendation of a budget of £110,627 for 2024-2025, subject to any minor amendments relating to revised staff costs and general reserves amounts.

- During the discussion slides highlighting the key drivers impacting the increases proposed for a balanced budget were reviewed. The effects of inflation, the need to maintain adequate general reserves and earmarked reserves for agreed projects, and the costs associated with the repair and maintenance of assets were noted.
- A named vote was called.
- Cllr Gilbert proposed the agenda item, and this was seconded by Cllr Martin.

Support the proposal – Cllrs Gilbert, Jackson, Martin, Page, Micklem, Bradley, Stephenson, and Jenkins.

Against the proposal – Cllrs Steel and McDevitt.

Resolution: **The budget as proposed was approved for the 2024-2025 financial year**

23/1678 To agree the Council precept demand for 2024-2025 recommended by the F&GP Committee of £104,027 subject to any minor adjustments relating to revised staff costs and general reserves amounts. If the tax base is the same as 2023-2024 the impact on a band D property will be £1.74 per month or £21 per year.

- The precept demand is the agreed budget amount less income to the Council.
- A named Vote was called.
- Cllr Gilbert proposed the agenda item, and this was seconded by Cllr Martin.

Support the proposal – Cllr Gilbert, Jackson, Martin, Page, Micklem, Bradley, Stephenson, and Jenkins.

Against the proposal – Cllr Steel and McDevitt.

Resolution: **The precept demand as proposed was approved.**

23/1679 Discuss and approve any items for the “Parish Council News” section of the Parish News and any other media items.

- Article on Rocket O'clock, the CCC initiative drawing attention to the responsible use of fireworks.
- Remembrance Sunday update.
- Precis of the previous meetings minutes.

Next Meeting:

Monday 6th November	Great Waltham Parish Council Recreation Committee @ 7.30pm
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Meeting closed 21.15.
W.Adshead-Grant
Clerk to the Council.