

The Minutes of the meeting of the Great Waltham Parish Council held on Tuesday 18<sup>th</sup> June 2024 at Ford End Village Hall, Ford End at 7.00pm.

24/1883 Chair's Welcome:

Chair: Gilbert.

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

24/1884 Apologies.

Cllr Palmer.

24/1885 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllrs Jackson, Bradley and Micklem – Allotments – item 24/1901.

24/1886 Public Participation session for any items regardless of its existence on the agenda.

Four members of the public attended the meeting.

- Item 24/1903 – Eagle Cottage and VG150 – The householder has received two letters – one from the Parish Council and one from Essex Highways. The owners of Eagle Cottage have put in an adverse possession claim with Land Registry to take ownership of the Village Green. A letter was handed in to the Parish Council to support the owners' position with a request to meet with the working group on site. The Council was unable to respond to the letter at the meeting.
- Item 24/1903 – Eagle Cottage and VG150 – A resident raised concerns about the hedge and the current status of VG150 as this village green should not be restricted or create a driving hazard.
- Chelmsford Local Plan – A resident was not in support of any development. Concerns that there are no local facilities and poor water pressure. Concerns over the school not having space. Suggested that access to the sites would be difficult (although this would normally be addressed by the developers as parts of any plans).
- Item 24/1903 – VG150 – Concerns that the hedge and the fence are unsightly and need to be removed. Several incidents of alleged harassment were noted. PROW sign has been removed (although noted that there is no a designated PROW across VG150). Concerns raised that some holes have been created when Highways boundary posts were removed.

24/1887 Report by County Councillor – (Cllr Mike Steel).

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

- Norwich to Tilbury consultation – extended to 26<sup>th</sup> July 2024.
- Member led defects – works start between Pendon Hill and Pleshey on 23<sup>rd</sup> June.
- Wig-wag signs fixed at Ford End School.

24/1888 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

- Norwich to Tilbury consultation – extended to 26<sup>th</sup> July 2024. CCC response agreed as a delegated power to the CEO of the Council.
- Local Plan consultation responses currently under review.

24/1889 Confirm the minutes of the AGM and Ordinary Meeting held on 20<sup>th</sup> May 2024.

**Resolution: *The minutes were confirmed.***

24/1890 Note the minutes of the Recreation Committee meeting held on 3<sup>rd</sup> June 2024

**Resolution: *The minutes were noted.***

24/1891 Local Planning Authority Decisions.

23/01958/FUL	Land Between Little Dene And Bridge Cottage Main Road Great Waltham Chelmsford Essex	Application Permitted
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24/1892 Planning Applications.-(All).  
N. Reference: 24/00589/LBC

Address: Franklyn's The Village Great Waltham Chelmsford

Description of works: Replastering of exterior of the house. Wholesale removes and replacement of the plaster.

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

2. Reference: 24/00748/FUL

Address: Building Northwest Of Well House Farm Little Green Road Great Waltham

Description of works: Alterations to existing Nissen Hut for residential, new vehicle entry, garage, and associated landscaping

**Resolution: Concerns raised over the proposed visibility splays and suggest the garage and hedge is relocated to maximise visibility out to Little Green Road.**

**Resolution: The Parish Council has no objections to the planning application.**

3. Reference: 24/00812/FUL

Address: 23 Cherry Garden Road Great Waltham Chelmsford Essex

Description of works: Proposed first floor side addition.

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

24/1893 Finance Report.-(Clerk).

Current Account: **£ 3,414.44**

Reserve Account: **£74,138.44**

- £15,000 Safety Schemes.
- £700 Allotment deposits.
- £31,000 Capital Works.
- £11,491 General Reserve
- £10,000 Asset Refresh (non-playground)
- £5,000 War memorial Reserve
- £947.63 Cil.

**Total** **£77,522.92**

24/1894 Confirmation of payments :

Payee	Invoice	Description	Budget	Value
Air blast	16487	Metal shot blasting of Goal Posts	General Reserve	£480.00
N.De'ath	Inv0007	Work at Allotments Sites	Allotment General Expenditure	£70.00
N'Death	Inv0008	Work at Allotment Sites	Allotment General Expenditure	£70.00
Amazon	240303091	Self-Adhesive hooks	Pavilion Expenditure	£11.98
Amazon	117738	Green Mesh fence for Ford End	Handyman Consumables	£61.98
Play Inspection Company	23270	Outdoor Annual Inspections	Subscriptions	£400.80
HMRC		PAYE – June	PAYE(Ni and TAX)	£586.74

Combined Salaries		June Salaries	Salaries	£1,144.97
Essex pension Fund		Combined pensions June	Pension	£1,076.89
Clerk Expenses		June expenses	Expenses	£46.32
JCM	1918	Goalpost installation x 2 (6 sockets)	General Reserve	£864
Handyman Expenses			Expenses	£60.97
Cleaning Services			Pavilion	£33

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

24/1895 Monthly Bank Reconciliation.

**Resolution:** **Zero difference was noted.**

24/1896 Update on the Action Tracker (circulated with the agenda).

The open items were discussed, and the tracker updated.

24/1897 Clerk's Report.

- Internal Audit 18<sup>th</sup> June. Noted.
- War Memorial works started.

24/1898 To agree reviewers for those Council policies/documents highlighted with red shading on the Review Schedule document circulated with the agenda.

Various policies were allocated to the members for review and updates as appropriate.

**Resolution:** **Members to submit items for proposed changes to existing policies (or indicate no changes) at July or August monthly meetings.**

24/1899 Support the Recreation Committee's recommendation to use the donated seat at Great Waltham recreation ground as the memorial seat.

**Resolution:** **The donated seat to be offered as the memorial seat.**

24/1900 The Council agrees to the Recreation Committee's proposal for Cllr Stephenson to attend a playground inspectors training course.

Cllr Palmer's qualification runs out in November 2024. The course is in October and costs £400.

**Resolution:** **Cllr Stephenson to be booked on to the October 2024 course at the cost indicated.**

24/1901 The Council accepts the allotment landlord's proposal to vary the rent condition for plot hirers and the condition to allow hirers from adjoining parishes.

- The current charge per rod basis used to calculate the rent element of the hiring fee would not cover the Council's payment to the landlord even if all plots were hired out.
- The proposal is to vary the charge per rod element allowing the overall income for the rent element to be closer to, but not exceeding, the payment to the landlord.
- Vacant allotment plots to be made available for residents in neighbouring parishes to achieve higher levels of occupancy but priority will always be given to any Great Waltham resident when there is a waiting list.

**Resolution:** **The Council agreed the changed conditions.**

24/1902 To consider short- and/or mid-term investment opportunities to take advantage of higher interest rates.

- The Council holds reserves which could be invested in financial products which yield higher interest rates than under current arrangements.
- The risk associated with losing interest on a higher earning product in the event of the need for early access was discussed. Such a risk was considered to be low.
- Members requested confirmation that instant/quick access to any capital sum invested in this way would be available (even if interest earned might be forfeited).

**Resolution: The investment of £25,000 in a one-year CCLA Investment Management Ltd. financial product was approved, subject to confirmation of any notice period.**

24/1903 To receive an update from the village green (VG150), Ford End working group, to agree the Council's position on any/all related matters and to provide further instructions for the group.

- The working group has met and discussed the Village Green. VG150 is still recorded by Essex County Council in the Register of Town and Village Greens as a village green.
- ECC do not own the land but do have highways boundary rights over part of VG150 and this remains applicable irrespective of ownership.
- Essex Highways met with and have written to the owners of Eagle Cottage and confirmed that the hedge and fence must be removed due to the sight hazard created for road users.
- A meeting was being proposed with the owners of Eagle Cottage who have issued a document to the Council supporting their actions to date.
- The submission of the adverse possession claim was noted. This introduces a legal element which the Council will need to address to protect its interests.
- The holes created by the missing posts were also noted.

**Resolution: If possible, working group members to set up a face-to-face meeting within 2 weeks with the owners of Eagle Cottage to discuss the correspondence handed to the Council as the meeting.**

**Resolution: The Parish Council approved a budget of up to £1,000 for initial legal costs as it seeks advice to protect its interests.**

**Resolution: Clerk to raise the concern with Essex Highways that the missing posts and the holes created are a potential hazard to users.**

24/1904 Discuss and approve any items for publication.-(All).

- Precis of the meeting.
- Cllr Bradley Volunteer force.
- National Grid extension.
- Defibrillator article at Broad's Green.

Next Meetings:

**2025 Annual Assembly at Ford End to be confirmed.**

- Monday 24<sup>TH</sup> June Highways & Transport Committee at 7pm at the Pavilion.
- Monday 1<sup>st</sup> July Finance and General Purposes Committee at 7pm at the Pavilion.
- Monday 15<sup>th</sup> July Monthly Meeting at Pavilion at 7pm.
- Monday 5<sup>th</sup> August Highways & Transport Committee at 7pm at the Pavilion.
- Monday 19<sup>th</sup> August Monthly Meeting at Pavilion at 7pm.
- Monday 26<sup>th</sup> August Bank Holiday
- Monday 16<sup>th</sup> September Recreation Committee at 7pm at the Pavilion.
- Tuesday 17<sup>th</sup> September Monthly Meeting at Ford End VH at 7pm.
- Monday 30<sup>th</sup> September Finance and General Purposes Committee at 7pm at the Pavilion.
- Monday 21<sup>st</sup> October Monthly Meeting at Pavilion at 7pm.
- Tuesday 22<sup>nd</sup> October Recreation Committee at 7pm at the Pavilion.
- Monday 4<sup>th</sup> November Finance and General Purposes Cttee at 7pm at the Pavilion  
\*\* Budget \*\*
- Monday 18<sup>th</sup> November Monthly Meeting at the Pavilion at 7pm.
- Monday 25<sup>th</sup> November Highways & Transport Committee at 7pm at the Pavilion.
- Monday 2<sup>nd</sup> December Recreation Committee at 7pm at the Pavilion.
- Tuesday 17 December Monthly Meeting at Ford End VH at 7pm.

### **2025**

- Monday 20<sup>th</sup> January 2025 Monthly Meeting at Pavilion at 7pm
- Monday 3<sup>RD</sup> February 2025 Recreation Committee at 7pm at the Pavilion.
- Monday 17<sup>th</sup> February 2025 Monthly Meeting at Pavilion at 7pm.
- Monday 25<sup>th</sup> February 2025 Highways & Transport Committee at 7pm at the Pavilion.

- Tuesday 18<sup>th</sup> March 2025      Monthly Meeting at FE VH at 7pm .
- Monday 24<sup>th</sup> March 2025      Finance and General Purposes Committee at 7pm at the Pavilion.
- Tuesday 6<sup>TH</sup> April 2025      Recreation Committee at 7pm at the Pavilion.
- Monday 21<sup>st</sup> April 2025 BANK HOLIDAY.
- Tuesday 22<sup>nd</sup> April 2025      Monthly Meeting at Pavilion at 7pm.
- Monday 5<sup>th</sup> May 2025 BANK HOLIDAY.
- Tuesday 6<sup>th</sup> May 2025      Highways & Transport Committee at 7pm at the Pavilion.
- Monday 19<sup>th</sup> May 2025      AGM & Monthly Meetings at the Pavilion at 7pm.
- Monday 26<sup>th</sup> May 2025 BANK HOLIDAY.

Meeting closed 21:18