

Great Waltham Parish Council

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Minutes of the Meeting of the Great Waltham Parish Council at the Parish Office, Great Waltham on Monday 16TH September 2019.

19/191. Chairman's Welcome

Chairman Cllr Steel
Cllrs Martin, Dunn, Gilbert, Lockwood, McDevitt, Jackson, Huggins and Bloomfield

19/192. Apologies

Cllr Jenkins and Palmer

19/193. Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Jackson – Item 209 Allotment Holder – Request for Dispensation - approved

19/194. Public Participation session

4 members of the public to discuss items 209, 217,218 and 226:

Item 209 – Allotments x 1 Members of the Public

Concerns that the communication on potential charge increase has not been shared with the allotment's holders. Stated that the Brookmead site is in a poor state. Concerns that the water tanks are not filled. Concerns over the non-cultivation of some plots. Biggest concern is the alleged 100% increase in rents which was challenged and stated to be from £3.75 per rod to £5.00 (33% increase).

Item 217/218 – Football x 1 Members of the Public

90% of the team comes from Great Waltham. The amended license removing their responsibility for goalmouths, PLI and car park stewards, is acceptable to the club. However, responsibility for line marking remains - time consuming and costly (paint is over £150 to cover 10 games) and club only has one person willing to do it. Alternative Melbourne at £64 per match is a fully prepared fit - all marked out. Request for the Parish Council to provide the line marking service as well. It was clarified that Waltham United is not affiliated to the Great Waltham British Legion.

Item 226 – FE Village Hall Hedges x 2 Members of the Public

In support of request to PC to cut inside hedge of car park. Car Park at Ford End owned by VH but used by Church, School and Village Hall who planted the hedge. Update on VH Toilets - cost in excess of £12,000 – £1,500 shortfall in funding. Also, some concerns about hidden traffic signs in Ford End by overgrowth.

19/195. Report by County Councillor. – no report

19/196 Report by Chelmsford City Councillor – Apologies

19/197. Confirmation of the Minutes of the 19 August 2019

Resolution: The Minutes were Confirmed

19/198 Note the minutes of the Recreation Committee 4th September 2019

Resolution the Minutes were Noted

19/199 Local Planning Authority Decisions

19/01265/FUL	Glebelands Lucks Lane Howe Street Chelmsford Essex CM3 1BP	Application Permitted
19/01164/FUL	Terriers Retreat Woods Road Great Waltham Chelmsford Essex CM3 1LJ	Application Permitted
19/01273/FUL	Oak Dean Littley Green Chelmsford Essex CM3 1BU	Application Permitted

19/01323/FUL	The Poplars Main Road Ford End Chelmsford Essex CM3 1LL	Application Permitted
19/01276/FUL	14 South Street Great Waltham Chelmsford Essex CM3 1DP	Application Permitted

19/200 Planning Applications

01. Reference: Reference: 19/01475/FUL
Address: The Mission Hall Little Green Chelmsford Essex
 Description of works: Demolition of existing conservatory/part external wall and garden wall to construct a rear extension with 2 roof lights with new patio area and garden wall. Installation of flue for log burner through flat roof.

Resolution the Parish Council has No objections

02. 19/01393/FUL | Change of use from light industrial use (B1) to residential dwelling (C3). |
Building North West of Well House Farm Little Green Road Great Waltham Chelmsford Essex

Resolution the Parish Council has No objections

19/201 Clerk's Report

Bury Lane Allotments – Covering and Rotavator arranged.
 Audit complete for 2018-2019 – no issues
 GW Senior Goalposts not installed yet

19/202 To receive any updates on potential Capital Works projects GW and FE MUGA, GW Changing Rooms, Allotment water and any other projects to build the budget.
 No additional projects were highlighted. Reminder that the budget needs to be set for next year.

19/203 Report from the Remembrance Sunday parade sub-committee

Parish Led sub-committee meeting was held on the 2nd September (minutes available from Chairman). Written confirmation had been received that the PC Insurance cover volunteers for the event. A Road Traffic Closure has been applied for. Wreaths are available in the Parish Office.

19/204 Discuss the 2019 Financial Regulations and adopt.

Resolution Adopted

19/205 Confirmation of the October Litter Pick on 12th October.

Resolution Confirmed

Resolution: Letter of thanks to be sent to Chelmsford City Council for the free issue of 20 sets of litter pick equipment.

19/206 To review possible actions to reduce speed and size of traffic using Broads green as a short cut.

Resolution Clerks to make an LHP submission to request chevrons at the bend.

19/207 Review the location of the Bury Lane dog bin.

A careful review of the process was carried out

Proposal: The Location is confirmed at Bury Lane / Barrack / Mashbury Lane triangle

Resolution: Approved

19/208 Confirmation of Budget of up to £200 for Clerk to purchase covering material for plots

Resolution: Approved

19/209 Confirmation that the Parish Council increases the allotment rents to the equivalent £5.00 per rod from April 2020 for all plot holders.

Proposal Clerk to send all allotment holders a statement of the proposed increase from £3.75 per rod to £5 with a copy of the allotment accounts - expenditure and incomes to show amount of subsidy and the proposed increases to be reviewed at the next monthly meeting.

Resolution: Approved.

Proposal Write to the landowner to review the land rental costs.

Resolution: Approved

19/210 Recommendation that the Parish Council will install – subject to finance- a MUGA at Great Waltham on the 9 x 9 base.

Resolution: proposal to get a 50% Grant Cllr Martin

19/211 Confirmation that New allotment holders will need to pay a deposit of £50 per plot

Resolution approved from April 2020

19/212 Confirmation of a Budget of £100 for numbered plot markers on the allotments.

Resolution approved Cllr Palmer to arrange Purchase

19/213 Confirmation to Offer Allotments to people outside of the Parish

Resolution approved from date of this meeting

19/214 Confirmation to Offer an allotment to the Great Waltham preschool free of charge

Resolution approved

19/215 Confirmation to Offer an allotment to Great Waltham School free of charge

Resolution approved

19/216 Confirmation of the award of the ground's maintenance contract to the lowest bidder.

Resolution approved to accept the lowest bidder

19/217 To confirm the Recreation Committee recommendation that the football club license be re-written to not insist on Third Party Liability insurance and to remove licensee's obligation to restore goalmouths at the end of the season.

Resolution: This was Confirmed.

19/218 To increase Football match fees from £45 to £55 per match from this 2019-2020 season onwards.

It was noted that the additional cost of keeping the pitch match fit instead of just a recreation ground was up to £1,700 pa and even after the proposed increase the PC were significantly subsidising the matches.

Proposal increase charge to £55 for the license as current version of License.

Resolution: Approved

Resolution: PC to see if they can find anyone to white line the pitch before each match and consider amended license/new charge to cover costs

19/219 Financial Reports

Income (included below)

- French Club £240
- Allotments £21.90

- **Reserve Account** **£ 44,277.62**
 - S106 Monies £3,808.46
 - CIL Monies £ 7,542.58
 - Capital works £ 11,820
 - General Reserve £ 21,106.58

- **Current Account** **£ 3,493.25**

19/220 Confirmation of payments:

Office Rent	Weedon	SO	£665.00
Vodafone	Office Broadband	DD	£29.00
M D Landscapes	Contract Maintenance	BT	£377.69
HMRC	PAYE + NI	BT	£504.26
Essex Pension Fund	Clerks Pension	BT	£340.31
Handyman Wages		BT	£434.11
Clerks Wages		BT	£ 559.67
Clerks Expenses	Assorted	BT	£230.86
DM Payroll	Half Year Fee	BT	£ 51.00
PKF Little John	External Audit Fee	BT	£360.00
Payment	Padlock and Chain	BT	£29.99
Wave	Water at The Parish Office	DD	£231.34
S. Burton	Fence at Howe Street	BT	£918.82
EALC	Cllr Jenkins Training	BT	£120.00
Total			<u>£4852.05</u>

Resolution: All payments were approved

19/221 Monthly Bank Reconciliation (Previous Month) – Chairman of FGP

Resolution: Approved and signed

19/222 Discuss the request for speed restrictions around Ringtail Green.
Noted since the 40-mph buffer zone at Ford End – the National speed limit signs at the start of ringtail Green. Single Track with Passing Places.

Proposal LHP submission to extend the 40 mph past Ringtail Green

Resolution: Approved

19/223 Ford End Average Speed Camera survey and LHP submission.

161 surveys – 19% response – 97% in support – 90% reduction inroad furniture – 67% willing to pay

19/224 Discuss the installation of County Broadband telecommunications equipment in Ford End and North End

The 2 local Cllrs and Chairman had met with CBB because of FE resident's concerns about additional poles. Poles can be reused if Openreach poles only (as well as existing ducts). New ducts do not cost in given pre-order quantity. Low Level Design end of Sept when exact number and location of poles will be known and discussed with the POC reps... Pole installation Oct/Dec, Activation December 2019.

19/225 Discuss possible initiatives to prevent/discourage motor vehicles traversing and parking on the greensward areas alongside Cherry Garden Road.

Resolution: Defer to March 2020 Subject to the New parking bays being available

19/226 Revisit the Request for the Parish Council to cut the hedges of the Ford End Village Hall Car park.

Proposal – One off contribution of up to £500 to cut just the car park inner hedges after adjacent field Landowner has cut the rest of the hedge.

Resolution: The Proposal was approved as a one off

19/227 Discuss and approve any items for the "Parish Council News" section of the Parish News – Cllr Steel

- White Line Maker Person advert

Meeting Closed 22:27
Will Adshead-Grant PSLCC
Clerk to the Council