

# Great Waltham Parish Council

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Minutes of the Meeting of the Great Waltham Parish Council held at the Parish Office, Great Waltham on Monday 19<sup>th</sup> August 2019.

## **Welcomed New member to the Parish Council.**

### 19/150. Chairman's Welcome

Chairman Steel  
Cllrs Martin, Jenkins, Gilbert, Palmer, McDevitt, Huggins, Bloomfield, Jackson, Lockwood

### 19/151. Apologies

Cllr Dunn

### 19/152. Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

No declarations

### 19/153. Public Participation session

1 Member of the Public to discuss item 19/163

To discuss the Parish Council taking on insurance responsibility for the Remembrance Parade to anyone not covered by insurance. The British Legion is covered by its own insurance. The Scouts have their own insurance. The Road Marshalls, The Church Congregation and members of the public are not covered.

### 19/154. Report by County Councillor.

No Report

### 19/155 Report by Chelmsford City Councillor

Nothing to report

### 19/156. Confirmation of the Minutes of the 15<sup>th</sup> July 2019

Item 19/133 to be amended to all recreation areas of the Parish

## **Resolution: The Minutes were changed and signed by the Chairman and the Clerk**

### 19/157 Note the minutes of the FGP committee on 29th July 2019

This meeting was not quorate no decisions were made.

### 19/158 Local Planning Authority Decisions

19/01046/FUL	4 Lake View Cottages Chelmsford Road Great Waltham Chelmsford CM3 1AW	Application Permitted
19/01116/FUL	3 - 4 Rose Cottages Broads Green Great Waltham Chelmsford Essex CM3 1DS	Application Permitted

### 19/159 Planning Applications

01. Reference: Reference: 19/01265/FUL

Address: Glebelands Lucks Lane Howe Street Chelmsford

Description of works: Single storey side extension to create an annexe.

#### **Resolution: The Parish Council has no Objections**

02. 19/01164/FUL

Address: Terriers Retreat Woods Road Great Waltham Chelmsford

Description of works: Part single, part two storey rear extension, with juliette balcony.

New side dormer to existing garage. Addition of windows to left and right elevations and associated internal alterations.

**Resolution: The Parish Council has no Objections**

03. Reference: 19/01276/FUL

Address: 14 South Street Great Waltham Chelmsford Essex

Description of works: Construction of a shed.

**Resolution: The Parish Council has no Objections**

04. Reference: 19/01323/FUL

Address: The Poplars Main Road Ford End Chelmsford

Description of works: Raising of roof to facilitate loft conversion, two new front dormer windows, new second floor side window. First floor rear extension, including relocation of existing first floor side window and replacement porch.

**Resolution: The Parish Council has no Objections**

05.

Reference: 19/01273/FUL

Address: Oak Dean Littley Green Chelmsford Essex

Description of works: Construction of a swimming pool outbuilding and link extension connecting to the main dwelling.

**Resolution: The Parish Council deplores the use of retrospective planning applications.**

**Resolution: The Parish Council has no Objections to this application.**

06. Reference: 19/01261/FUL

Address: Land East Of Rye Cottage Larks Lane Great Waltham Chelmsford

Description of works: Demolition of existing stables, with construction of two residential dwellings with detached garages & associated works including a new vehicular access.

**Resolution The Parish Council objects to this application.**

**Resolution: Attention should be given to the access due to the nature of the narrow road. Great Waltham Housing needs survey highlighted the need for 1- and 2-bedrooms dwellings to meet the needs of the parish. The Application highlights on the Village Design Statement that a need for small starter homes are required. The applications for these dwellings as 4-bedroom properties are not consistent with the needs or requirements of the VDS and the Parish as starter homes.**

19/160 Clerk's Report

Basketball net installed, Water Bill £856.71 – Rejected, Goal Posts moved, Allotment Audit/ Review 29<sup>th</sup> August. Broads Green Bollards will be installed in the next few days.

19/161 To receive any updates on potential Capital Works projects GW and FE MUGA, GW Changing Rooms, Allotment water and any other projects

No updates as consultation is still ongoing.

19/162 Appoint additional members to the FGP.

**Resolution: Cllr Gilbert and McDevitt appointed to the Committee.**

19/163 To respond to request for the Remembrance Sunday parade to be a PC led event (with acceptance of public liability) with a sub-committee comprising local organisations Confirmation that neither Broomfield or Little Waltham Parish Council lead the Parade. There is a Committee meeting on the 2<sup>nd</sup> September at 8 pm to discuss the parade. This committee would be a sub-committee of the Parish Council if agreement was given.

**Resolution: Agreement in Principle – Subject to confirmation of the Parish Council Insurers.**

19/164 Discuss the Grounds Maintenance Contract

Two bids have been received with a third bid due over the next few days

**Resolution: Clerk to prepare comparison documents for the Recreation Committee.**

19/165 To review concerns and complaints about anti-social behaviour in the GW village

The Great Waltham Village Hall hosted an event – ‘Cuppa with a coppa’ Several residents attended and discussed issues.

**Resolutions: Residents must report incidents to the Police – by Telephone or website.**

19/166 Review the large ruts in the Ford End Car Park – Can this be repaired or resurfaced?

A quote has been sent out.

**Resolution: Suspend Financial regulations and accept a single quote for £688 (+VAT)**

**Resolution: Request work be carried out in the October Half term.**

19/167 Request for the Parish Council to cut the hedges of the Ford End Village Hall Car park

After careful review of the history and ownership of the land a proposal was made to take no action.

**Resolution: The Clerk to contact the Ford End Village Hall and reject the request.**

19/168 Community Special Constables - Recruitment/media workshop

E-Mailed information from the Special Constable Co-Ordinator was sent out prior to the meeting.

Great Waltham is now on the ‘Waiting List’ for a Special.

**Resolution: Clerk to get update from Special’s Co-Ordinator**

19/169 Proposal that GWPC takes action to address the increase in instances of anti-social behaviour

A paper was discussed covering all aspects – a condensed version to be prepared for the Parish News.

**Resolution: An article to be prepared and issued via the Parish News.**

19/170 Discuss the 2019 Financial Regulations and adopt.

Reviewed and requested that details in Sections 12, 13 and 16 to be added in.

**Resolution: Clerk to update and re issue before next meeting.**

19/171 Appoint the Chairman of the Finance and General Purposes committee to sign the regular Bank reconciliation.

**Resolution: As per Standing Orders 4 (D) (Vi) – The Parish Council appoints Cllr Dunn as Chairman of the Finance and General Purposes Committee.**

19/172 Discuss the complaint about parking at the Rose and Crown on the pavement during a recent event.

Recent correspondence received by the Clerk had complained about car drivers parking on the pavement and not leaving space for Pedestrians.

There is no restrictions on parking on the roads around the Rose & Crown.

The Parish Council is pleased that the business is continuing to be a success and has already extended its own car park.

**Resolution: The Clerk to write to the Landlord to request patrons are advised to park on the road.**

19/173 Discuss the October Litter Pick

Confirmation an advanced notice is in the Parish New and laminated posters will be created. Discussion that some Village and Hamlets may pick around the date but not on the 12<sup>th</sup> October.

**Resolution: The Clerk will cover Great Waltham, Cllr Jackson will cover Howe Street, Cllr McDevitt will Cover North End. Currently there is no volunteer to Champion Ford End.**

19/174 To review various road and path locations in GW that need maintenance and make request to ECC directly or via priority list  
Previously Issues were sent to Cllr Aldridge as some additional funding had become available.

**Resolution: Report issues on the Highways website**

19/175 To propose further communication and initiate action on cobbled area at shop / beehive.

Concerns had been passed to Councillors about the trip hazard at the cobbled area.

**Resolution: The Clerk to write to the Landowner to highlight the concerns and request proposals to make changes.**

19/176 To address concerns about the untidy state of the front garden of 73 Cherry Garden Road

**Resolution: An initial request to clear the area be sent to the resident.**

19/177 – Discuss the additional security measures at Great Waltham recreation ground and decide whether to agree to the landlord's requirements

**Resolution: Clerk to confirm with the Insurers.**

**Resolution: Subject to the Insurance – agreement in principle.**

19/178 – Consider whether GWPC wishes to make its own contribution towards the Chelmsford City Council Climate and Ecological emergency motion recently passed in full council.

**Resolution: Clerk to contact the Leader of the Liberal Democrats in Chelmsford City Council to confirm the Parish Councils support.**

19/179 Feedback on the Bury Lane allotments clear up

There were over 14 Volunteers who worked all morning to clear the site. A 14-yard skip was filled with non-combustibles. Plots and surrounding area were mechanically cleared by a local landowner.

**Resolution: The Larger Container is financially supported by the Parish Council.**

19/180 Proposal that the Parish Council acquires its own equipment necessary for Parish litter picking events.'

This item was withdrawn

19/181 Financial Reports

• <b><u>Reserve Account</u></b>	<b><u>£47,037.62</u></b>
o S106 Monies	£3,808.46
o CIL Monies	£7,542.58
o Capital works	£11,820
o General Reserve	£21,690.09
• <b><u>Current Account</u></b>	<b><u>£4,821.12</u></b>

19/182 Move £4000 from General reserve to current account (Precept payment due October)

**Resolution: Approved**

19/183 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	£442.95
Clerks Wages		BT	£559.67
Clerks Expenses	Assorted	BT	£531.09
Swalec	Electricity	DD	£33.65
EALC	Course Fees – Cllr Gilbert	BT	£120.00
EALC	Course Fees - Cllr Bloomfield	BT	£120.00
EALC	Exam Fees – Jason	BT	£192.00
Amazon – <b>Add to asset list</b>	Drill for Handyman	BT	£79.99
Cllr Steel	Expenses – Keys	Cheque	£30.75
Chatham Hall estate	Allotment rent ½ payment	BT	£350.00
Chelmsford City Council	Uncontested Elections	BT	£154.00
SBC Building Svs	Bollards at Ford End	BT	£78.20
EALC	Course Fees – Jason Buckley	BT	£180.00
Cllr steel	Gift for Ceyrat	Cheque	£99.90

**Resolution: All payments were approved.**

19/184 Monthly Bank Reconciliation (Previous Month- July) – Chairman of FGP

**Resolution Paperwork to be sent to Cllr Dunn for review.**

19/185 Replacement of the GW Bus Shelter bin at a cost of approx. £300

**Resolution: Add to the 2020 Budget**

19/186 Discuss the recent incident in Cherry Garden Road

The incident was discussed and the alarming speed of the incident during day light – only 20 minutes - was commented on. The Police were informed and attended.

19/187 Discuss the Chelmsford City Council monitoring of the allotments due to a bonfire incident at Brookmead

**Resolution: Defer to the Recreation Committee to review the allotments**

19/188 Review membership of the Recreation Committee to increase membership

**Resolution: Cllr Jenkins and Bloomfield were elected to the committee**

19/189 Discuss measures to restrict the illegal motorbikes on the footpaths around Broads Green

These incidents were discussed at the Village Hall ‘cuppa with a coppa’. Discussed that this is a footpath issue which is Essex County Council. However anti-social behaviour in this scenario falls under the Police.

**Resolution: Clerk to Highlight concerns to the Public Rights of Way Officer**

19/190 Discuss and approve any items for the “Parish Council News” section of the Parish News

- Anti-Social Behaviour item – Cllr Gilbert
- October Litter Pick- Clerk
- Specials advertising

Meeting closed 22.15  
Will Adshead-Grant PSLCC  
Clerk to the Council