

Great Waltham Parish Council

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Minutes of the Meeting of the Great Waltham Parish Council held at Ford End Village Hall on Monday 15th July 2019

Welcome to the New members of the Parish Council who Completed their declarations of office.

19/117. Chairman's Welcome

Chair Steel

Cllr Bloomfield, McDevitt, Dunn, Martin, Gilbert, Huggins and Jenkins

19/118. Apologies

Cllrs Jackson and Palmer

19/119. Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

None requested

19/120. Public Participation session

4 Members of the Public

Ford End Telephone Box – Thanks to the local members of the public who arranged to paint the outside of the box. Suggestion for the use of the telephone box - map of walks, map of facilities, countryside code. Store for dog bags, Terracycle to have a collection point for crisp packets, batteries and printer cartridges – this can raise funds for the Village Hall or the School.

North end Telephone Box – All 65 houses were polled about changing the Public British Telecom Telephone box into a defibrillator site. Of the 25 responses – 23 were positive and 2 wanted an emergency telephone. It has been noted that there are two signal bars at the site, so the mobile network is adequate. The North End community will fund raise and are working with the Community Heartbeat Trust.

The Ford End Village Hall will be working on updating the toilets from 22nd July to 31st August.

Request that the Parish Council look at the Hedges in the Ford End Village Hall car park and arrange to cut them.

Traveler Incursion – Thanks were given by the member of the public for the Chairman's swift actions.

The Ford End Recreation ground carpark – large rut in the car park is causing concerns.

19/121. Report by County Councillor.

Library consultation Complete. 5 years of funding now agreed. £3 million to improve and adapt existing or proposed locations.

Cllr had received request to review the Closure of Essex Info net as many PC' were using it Phone mast in Cherry Garden road – street works team are on the case The Ford End 20 mph limit is partially installed.

The 2nd Ford End 40 mph extension will depend on the success of the 40-mph extension at the School end.

19/122 Report by Chelmsford City Councillor

Cllr Steel confirmed in his role of City Councillor he is now on the Local Highways Panel.

19/123. Confirmation of the Minutes of the 17th June 2019

Resolution: The minutes were approved

19/124 Note the minutes of the recreation committee on 1st July 2019

Resolution: The Minutes were noted.

19/125 Local Planning Authority Decisions

19/00285/FUL	Oak Dean Littley Green Chelmsford Essex CM3 1BU	Application Refused
19/00828/FUL	New Cottage 5 Larks Lane Great Waltham Chelmsford CM3 1DT	Application Permitted
19/00538/FUL	Camello Main Road Howe Street Chelmsford CM3 1BG	Application Permitted
19/00614/FUL	Rose Cottage Dunmow Road North End Dunmow Essex CM6 3PJ	Application Permitted
19/00919/FUL	2 Walnut Tree Cottages Broads Green Great Waltham Chelmsford Essex CM3 1DX	Application Permitted
19/00689/FUL	Moorcroft The Village Great Waltham Chelmsford Essex CM3 1AR	Application Permitted
19/01001/PIP	Land Adjacent Spread-Eagle Church Lane Ford End Chelmsford Essex	Application Refused

19/126 Planning Applications

01. Reference: 19/01046/FUL

Address: 4 Lake View Cottages Chelmsford Road Great Waltham Chelmsford

Description of works: Single storey side extension

Resolution: No objections

02. Reference: 19/01116/FUL

Address: 3 - 4 Rose Cottages Broads Green Great Waltham Chelmsford

Description of works: Conversion of existing dwelling into two dwellings with associated internal and external alterations including new front door and rear conservatory extension. Alterations to existing front parking area. Alterations to garden including new boundary fence. Use of existing driveway to rear of house as parking area

Resolution: Support the creation of smaller dwellings in line with the housing needs survey.

03. Town and country planning act 1990

Notification of appeal

Location: Oak dean littley green Chelmsford Essex cm3 1bu

Proposal: Proposed brick piers & sliding metal gates to existing entrances fronting highway.

App'n reference: 18/01935/ful

Appeal ref: App/w1525/d/19/3230470

Resolution No changes to comments already submitted

19/127 Clerk's Report

Notice given on Parish Office and the Landlord of the has started to market the office for lease.

The Clerk and the Handyman have attended a playground inspection course.

The Clerk has attended an allotment course.

External audit of the accounts is still progressing with no issues highlighted.

19/128 To receive any updates on potential Capital Works projects GW and FE MUGA, GW Changing Rooms, Allotment water and any other projects.

A report was given showing the expected outturn of the current account (precept vs ongoing "budgeted" costs) at the end of the FY and the resulting status of the Reserve account (Capital account and General Reserve). The PC had spent, or committed to spend, on a number of measures and projects which will eat into the reserve – GW field refurbishment, new SID for FE, VH car park, Broads Green bollards, FE clean up operation, more gating on rec grounds, Special Constable, HS fence. The outcome is that the PC still has a healthy reserve but the remaining capital works provision will need supplementing with grants if we

are to address some of the requested projects like MUGAs and GW changing room refurbishment

19/129 Proposal to complete the bollards around the green in Broads Green

Resolution: Suspend the financial regulations

Resolution: Chelmsford City Council quote of £1800 approved.

19/130 Receive and update on the internal Audit (2018-2019) Jan- March
Report confirmed no major concerns.
Next Internal Audit in September.

19/131 In light of regular contravention of the verge cutting arrangement with ECC on the depth of cuts, how can we ensure that ECC adhere to it, including consideration of any other means of protecting the verges or having forewarning of the cuts

Resolution Clerk to contact Chelmsford City Council – who cut on behalf of Essex County Council to request the requested cutting regime is adhered to (which limits the number of full cuts).

19/132 To report back and review the recent illegal encampment at Ford End Recreation Ground.

A vote of thanks to Chairman Steel's quick actions to get the traveller removal process initiated and completed so quickly. The travelers were moved on within 6 days.

Resolution: Emergency Planning meeting to be called and the traveler process to be written down.

19/133 In light of the recent illegal encampment, review security measures at all open areas under the ownership or control of the Parish Council.
A report prepared by Councilor Martin was discussed. The Police had input to the report.

Resolution: Suspend Financial regulations

Resolution Approve spend of £676 at Ford End and Parish Council to purchase two drop bollards.

After Meeting - Howe Street recreation ground to get one bollard and Great Waltham to get two drop bollards and one wooden bollard.

19/134 Repairs to sections of the Ford End Recreation Ground fence – wire and post

Resolution: No action to be undertaken

19/135 Sanction the cost of the clean-up in Ford End Rec Ground that were ordered under emergency powers

Resolution: The Cost of an estimated £300 was approved.

19/136 Would the Parish Council consider adoption of the North End telephone box (which is a listed building), in addition to the four boxes already adopted, if the residents organised and assumed responsibility for a defibrillator therein?

Resolution The Parish Council to adopt the Phone box and request the power to be left on.

19/137 Report back on the meeting with Essex Highways regarding the Ford End Average Speed Camera Design Plan
ECC Highways have funded the design. Quote from supplier plus associated ECC Highways costs results in an estimate of up to £150,000.
Next stage is to consult residents and submit a request to LHP. It is unlikely that LHP will totally fund and supplemental funds will need to be found.

Resolution The Parish Council Support the application at the design stage and submit to the Local Highways Panel.

Resolution The Parish Council supports a local consultation to support the installation of safety cameras in Ford End.

19/138 Report back on Great Waltham Recreation Ground Football Pitch and Additional Improvement Works

The Verti Quake was effective. It needs to be done again in October with an additional winter feed.

Additional grass cuts required to improve the surface.

New Verti drain required in February 2020.

It was noted that the seeded goalmouths were not growing well. The licence with the football club does require that they address this issue.

Resolution: Update the football license ready for issue to Waltham club

Resolution Cllr Martin to review and then issue to the Waltham United Football team

19/139 Review the implementation of the 20-mph variable/advisory speed limit outside Ford End School.

It was noted that UK Power networks are still to connect the required power for the south bound direction. The signage is shrouded by tree growth and the timings seem not to be correct. ECC Highways have said they will review the signage, and timings prior to end of summer holidays.

19/140 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

GW RBL branch has been told by their HQ that the event should be a local Govt led event and have requested that GWPC lead on this, albeit the work will be done by a sub-committee comprising PC, RBL, Church and other parties.

Resolution Defer to the next meeting

Resolution: Clerk to review insurance with our insurance agent

Resolution Cllr steel to check with what other local Parish Councils are doing

19/141 Discuss a Gift to Ceyrat Town Council to mark the 40th Anniversary of Twinning

Resolution: The Parish Council will pay the full value of the gift.

19/142 Confirmation of the Requirement to Retender the Grounds Maintenance Contract as the encumberment wishes to exit the contract in December 2019.

Resolution: Confirmation given

19/143 Confirmation that the Great Waltham MUGA will Use the existing 9 x 9 court with a new MUGA unit.

It was clarified that the Recreation Committee recommended that the existing 9 X 9 court be used if a MUGA was to go ahead. However, the next step is to consult with public to determine need and/or objections.

Resolution: An article to be written for consultation with the public via the Parish News

19/144 Confirmation of the recommendation of a 9 x 9 MUGA facility to be created in the area behind the Ford End container.

It was clarified that the Recreation Committee recommended that a new 9 X 9 court be used if a MUGA was to go ahead. However, the next step is to consult with public to determine need.

Resolution: Cllrs Dunn and Martin to consult on the demand in Ford End.

19/145 To review concerns and complaints about anti-social behavior in the GW village

Cllr has dealt with this by reporting concerns to CHP

19/146 Financial Reports

- **Reserve Account** **£47,037.62**
 - **Income £45.83 - Interest**
 - S106 Monies £3,808.46
 - CIL Monies £7,542.58
 - Election Reserve £1,500
 - Allotment Reserve £430.68
 - Deposit for Changing Rooms £200
 - Capital works £11,820
 - General Reserve £21,690.09 + £45.83

- **Resolution Move the Election Reserve into the General Reserve**

- **Resolution Move the Allotment Reserve into the General Reserve**

- **Resolution Move the Changing room deposits into the General reserve**

- **Current Account** **£8,547.39**
 - Income Tesco Grant - £1000

19/147 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	£504.66
Essex Pension Fund	Clerks Pension	BT	£340.31
Handyman Wages		BT	£447.90
Clerks Wages		BT	£559.27
Clerks Expenses	Assorted	BT	£131.12
Amazon	Blue Line Paint	BT	£107.98
Swalec	Electricity	DD	£33.65
Amazon	Printer Cartridges	BT	£89.26
Amazon	Laminating Pouches	BT	£7.57
Amazon	Basketball Nets	BT	£13.74
Chatham Hall Estate	GW Rec Ground Rent	BT	£0.08
Cllr Steel	Emergency Repairs	Cheque	£23.88
Cllr Steel	Village Hall Parking Signs	Cheque	£65.40
Mr Gowers	Water Parts for Bury	Cheque	£330.00
Cllr Jackson	Hose for Bury Allotment	Cheque	£37.97

Resolution: The payments were approved

19/148 Monthly Bank Reconciliation (Previous Month)

The reconciliation was reviewed and agreed and signed.

19/149 Discuss and approve any items for the "Parish Council News" section of the Parish News.

- Item on allotments
- Item on MUGA

Meeting Closed 22:38
Will Adshead-Grant PSLCC
Clerk to the Council