

Minutes of the Meeting of the Great Waltham Parish Council held on Tuesday 17th September 2024 at Ford End Village Hall at 7.00pm.

24/1976 Chair's Welcome:

Chair: Gilbert.

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

24/1977 Apologies.

Cllr Micklem.

24/1978 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Palmer 24/1996 VH Parking Chair of the Village Hall.

Cllr Stephenson 24/1983 item 1 Immediate Neighbour.

24/1979 Public Participation session for any items regardless of its existence on the agenda.

No members of the public in attendance.

- Cllr Palmer – 24-1996 – Concerns that several local businesses rely on the use by the public of the car parking paid for by the Parish Council. Feels it would be detrimental to the village for the funding to be withdrawn. A new draft agreement is in discussion. Weekend parking is not available due to other hirers needing the spaces. The current agreement has a three month notice period. The annual rental cost within a new agreement would not be an increase on the current £1,250.
- Cllr Stephenson 24/1983 - Item 1 - Some inconsistency in the planning application with the window sizes. Additional windows have been proposed facing into the near neighbour. The garage is at an angle to the boundary.

24/1980 Report by County Councillor – (Cllr Mike Steel).

The full report is online in the agenda section of the website.

- Essex Highways' 'Tell Us' tool (for reporting highway defects) on the website has been improved. A user can note if the defect is getting worse. Photos loaded by other members of the public are available for view.
- VG150 – It is understood Essex Highways have asked the residents of the neighbouring property to remove the fence by the 1st October.
- There will be no RideLondon event in 2025 – a revamp and return is planned for 2026.
- Bus shelters – Interactive map shows owners.

24/1981 Report by Chelmsford City Councillor – (Cllr Mike Steel).

The full report is online in the agenda section of the website.

- Build target for Chelmsford has been increased to 1,406 per annum (from 917 p.a.).
- The retirement village planned at Little Waltham which was rejected has been appealed.

24/1982 Confirm the minutes of the ordinary meeting of the Council held on 19th August 2024.

Resolution: The minutes were confirmed.

24/1983 Local Planning.

Cllr Stephenson declared an interest and left the meeting for this item.

1. Reference: 24/01115/FUL

Address: Burmead Main Road Great Waltham Chelmsford

Description of works: Raise roof to create first floor. Single storey rear extension, two storey front extension. Alterations to fenestration including dormers to front and rear.

Proposed detached garage with car port.

Resolution: Noted that this is a retrospective planning application. The Parish Council has similar concerns with the Heritage officers in relation to the poorly related design between the host building and the proposed works, the uncertainty over the size of the garage and impact on the settings. For these reasons on this occasion the parish council does not support this application.

2. Reference: 24/01151/FUL

Address: Lavender Farm Main Road Great Waltham Chelmsford
Description of works: Erection of a shooting lodge.

Concerns about increased noise pollution from an expanding business.
Existing access roads. Clay shoots would add to the noise. An online calendar of booked events would be useful. Noise mitigation would be preferred.

Resolution: The Parish Council is generally supportive of business initiatives in the Parish. Concerns about the frequency of the noise that may make cause undue disturbance for residents and their pets. An online calendar / planner with access to a schedule of planned shoots would be beneficial to aid residents.

3. Reference: 24/01138/LBC

Address: Lucks Cottage Main Road Howe Street Chelmsford
Description of works: First floor rear extension with internal and external alterations.

Resolution: The Parish Council has no objections.

4. Reference: 24/01181/FUL

Address: Red Gables Main Road Howe Street Chelmsford
Description of works: Proposed single storey extension.

Resolution: The Parish Council has no objections.

24/1984 Finance Report.

Current Account; **£ 2682.82**

Reserve Account; **£60,000.00**

• Budget	£20,000	In Accounts	£15,000	Safety Schemes.
• Budget	£650	In Accounts	£650	Allotment deposits.
• Budget	£31,000	in Accounts	£31,000	Capital Works.
• Budget	£17,826	In Accounts	£8913	General Reserve
• Budget	£10,000	In Accounts	£5000	Asset Refresh
• Budget	£947.63	In Accounts	£947.63	Cil.

Total £62,683.30

24/1985 Confirmation of payments-(Clerk) :

Item	Budget heading	Payment
Chameleon Consultancy & Training Limited - GW Playground Refresh Fund Raising	Working Capital	£4,800.00
JCM Goal sockets installation and removal of old goals	Working Capital	£780.00
CCC - Play in the park	Holiday Activities	£1,010.00
Tarset Farms - Allotment Rent Semi Annual	Allotment Rent	£375.00
Unity Trust Bank	Bank Charges	£18.00
Combined Salaries	Salaries	£1,194.97
Clerk Expenses (Incl Grit Bin)	Expenses	£309.35
HMRC - PAYE x 2	PAYE	£1,173.48

Essex Pension Fund - Staff pensions	Pension	£1,076.89
Handyman Expenses	Expenses	£50.00
Earth Anchors - Great Waltham Recreation Ground Bench	CIL	£556.80
EALC - Training Clerk	Training	£20.40
Amazon - paper shredder	Office	£121.70
Cllr Jenkins - Fan in Pavilion	Pavilion	£19.99
Cllr Jenkins - Cleaning Supplies	Pavilion	£3.15
Clerk – Fasthosts web hosting and email.	IT	£27.56
Total		£11,537.29

Resolution: The payments were approved.

24/1986 Monthly Bank Reconciliation – (Clerk / F&GP Chairman).

Resolution Bank requisition was approved.

24/1987 Update on the Action Tracker (circulated with the agenda) – All.
The actions were reviewed and updated as appropriate.

24/1988 Clerk's Report.

- Audit.
 - External Audit – see item 24/1989
- Pavilion Hirers.
 - Reduction of one hirer but an existing hirer has increased booked sessions by one.
- Remembrance Sunday.
 - Road closure application applied for.
- Allotments.
 - Increased interest generated with a reasonable conversion to new hirers.

24/1989 Discuss the External Auditors report.

Section 1, Assertion 5 has been incorrectly completed, the small authority has selected 'Yes' to this assertion but they should have selected 'No' as the internal auditor has drawn attention to significant weaknesses in relation to risk assessments. This is consistent with the Internal Auditor's response to Internal Control Objective C.

Resolution: Clerk to discuss with internal auditor to change current process in line with external auditors' notification.

24/1990 Discuss the 80th Anniversary of VE-Day 2025 – possible events.

Resolution: The Parish Council will consider and look to support grant applications from organisations in the Parish who wish to arrange events.

24/1991 To agree an alternative provider for the no-risk (to the principal capital sum) financial product approved at the August meeting.

Resolution: Redwood Bank product with the no capital risk 35-day account was approved.

24/1992 To agree the Council's response to ECC's Essex Transport Strategy – Local Transport Plan Public Consultation (Part One), August 2024 (see draft response circulated prior to the meeting).

Resolution: The draft response was agreed.

24/1993 To provide an update to the Council of the Great Waltham Recreation Ground Play Area project.

- Chameleon Consulting has been retained as a paid fund-raising organisation to support the project.
- Time is being organised with pupils at Great Waltham School for a design consultation event as part of the project's community engagement workstream. Similar events with scouts and pre-school to be offered.

- The project team has identified the use of the SurveyMonkey tool to survey local residents in relation to aspects of the project. The renewal of the SurveyMonkey tool is £372.
- The team has also identified the need to be able to provide speedy updates to parishioners to ensure the widest community engagement.

Resolution: Renewal of the SurveyMonkey tool at a cost of £372 approved.

Resolution: Agreed delegated authority to the Recreation Committee to publish ongoing updates on the project without requesting the direct approval of the Council.

24/1994 To receive an update from the Chelmsford and Maldon Community Policing Team on current policing priorities and issues in the parish.

- PS Dodds delivered a presentation on year-to-date and prior month crime data.
- The meeting noted parish crime data is often reported within a wider dataset which tends to offer a skewed view of local trends. However, it is recognised that compared to parishes closer to Chelmsford Great Waltham experiences fewer incidents of crime.
- Essex Police's focus is on Victims, Violence, Vulnerability, Visibility and to prevent, respond and investigate.
- Members highlighted incidents of vehicle crime in the parish and welcomed any increased focus on this issue. Also, increased visibility of officers generally and more speed checks would be well received.
- The Council has arranged a further 'Let's Talk' drop in event on 26th October at Great Waltham Recreation Ground with members of the Community Policing Team.

24/1995 To consider whether the Council seeks higher Local Councils Award Scheme (LCAS) accreditation, taking account of the criteria which would need to be satisfied (as indicated in the document circulated prior to the meeting).

- Proposed to consider and complete the work needed to apply for the Quality LCAS accreditation over the next 6-12 months.

Resolution: Agreed to seek LCAS Quality status.

24/1996 To discuss and consider the continuation of an arrangement for the rental of car parking spaces for public use at Great Waltham Village Hall (see draft document circulated prior to the meeting).

- Cllr Palmer declared an interest and left the meeting for this item.
- The Parish Council pays £1,250 per year in January for the rental of public parking bays at the village hall.
- Preliminary discussions have indicated that the terms and conditions of the current agreement can be renegotiated if there is approval to continue with the arrangement.
- However, unless a new agreement is available for approval by 30th September the 3 months' notice in the existing agreement will need to be triggered to avoid an automatic roll-over.
- A proposal was made and seconded to, in principle, continue with the parking agreement with the Village Hall.
- A recorded vote was requested and voting was as follows:
 - Yes: 3 + 1 (Chair's casting vote broke the deadlock).
 - No: 3.
 - Abstain: 3.

Resolution: In principle, to continue with the parking agreement with the Village Hall.

Resolution: Agreed for the Chair to be delegated to negotiate the terms of a new arrangement (for agreement by the Council at a future meeting).

24/1997 To consider, taking account of the latest indicative costs obtained, whether to continue to pursue the self-funding option for the introduction of a Quiet Lane scheme through at Ringtail Green.

- Quote of £15,500 received from LHP Scheme. The Parish Council would need to directly fund the works.
- The LHP would not fund a Quiet Lane as they decided that their resource is better spent elsewhere.
- LHP confirmed that the lane met the criteria for a Quiet Lane.

- It was proposed and seconded that the initiative to self-fund a Quiet Lane should be abandoned due to the indicative costs, but that the Highways & Transport Committee should continue to seek other possible solutions to improve the situation.
 - An amendment was proposed and seconded that the Council accepts the current situation and does not consider other measures to address traffic issues at Ringtail Green.
 - A recorded vote on the amendment was requested and voting was as follows:
 - Support: 5.
 - Against : 3.
 - Abstain : 2.
- Therefore the amendment was agreed.

Resolution: The Council accepts the current situation and will not consider other measures to address traffic issues at Ringtail Green.

24/1998 Approve the Recreation Committee's proposal to install a concrete base for the donated seat towards the Hatchfields pedestrian entrance at Great Waltham recreation ground.

Resolution: Defer to next month.

Resolution: The Clerk to supply JCM with a specification to be able to quote.

24/1999 Christmas Lighting proposal- for the Parish Council to agree the proposal and fund new lights for Banbury square . – Cllr Palmer.

Resolution: Defer to the next meeting to allow for additional information to be provided.

24/2000 The Parish Council to consider and approve preferred wording on memorial plaque for A Tinsley to be placed on the bench that will be relocated within the play area.

- The plaque to be placed on the bench that will be reinstalled in the playground area on the plastic bench base.
- The proposed inscription does not meet the current specification in the Council's Commemorative and Memorial Seat Policy.
- The inscription proposed is:
 - In loving memory of Andy Tinsley 1953 - 2023
 - A much-loved husband, Dad and Grandad
 - You will be in our hearts forever.

Resolution: The request for the proposed inscription was approved.

24/2001 Update on the Council's defibrillator project.

- The Parish Council has taken on responsibility for the Great Waltham Defibrillator behind Walthambury Stores.
- It was proposed to purchase a 'skin' to cover and protect the existing cabinet (£50 plus VAT) and a new back-up battery pack and pads for use on the units not currently covered under the CHT annual support agreement (£145 plus VAT plus delivery).

Resolution: The purchase of a skin to cover the cabinet is available for £50 (plus VAT) was approved.

Resolution: The purchase a new battery pack and pads for £145 (plus VAT) plus delivery was approved.

Meeting closed 21.57
Will Adshead-Grant
Clerk to the Council

Next Meetings:

Annual Assembly at Ford End to be confirmed.

- Monday 23rd September Recreation Committee at 7pm at the Pavilion.

- Monday 30th September Finance and General Purposes Committee at 7pm at the Pavilion.
- Monday 21st October Monthly Meeting at Pavilion at 7pm.
- Tuesday 28th October Recreation Committee at 7pm at the Pavilion.
- Monday 4th November Finance and General Purposes Committee at 7pm at the Pavilion. ****Budget****
- Monday 18th November Monthly Meeting at the Pavilion at 7pm.
- Monday 25th November Highways & Transport Committee at 7pm at the Pavilion.
- Monday 2nd December Recreation Committee at 7pm at the Pavilion.
- Tuesday 17th December Monthly Meeting at Ford End VH at 7pm.