

Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, The Old Fire Station, South Street, Great Waltham, Essex CM3 1DF Telephone 01245 362638.

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Posted: Sunday 09.05.2021

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council in the Main Hall , Great Waltham Village Hall, South Street on Monday 17th May at 7pm for transacting the following business.

w j Adshead-Grant, Clerk.

The Public and Press are cordially invited to be present. Members of the public are invited to address the Council at the Public Open Session.

Please note the following Covid-19 restrictions – this is not the full list – please see the risk assessment:

- Only attend in person if you need to – written submissions will be read out by the Clerk.
- You will be asked to wear a face covering throughout the meeting.
- There will be a one-way system in place
- You must bring your own paperwork as nothing will be provided at the meeting
- You must have your attendance noted either on the app at the entrance or written down by the Clerk for tracing purposes.
- Please use the Hand sanitizer at the entry and exit.

AGENDA.

21/728. Election of Chairperson.

21/729. Declaration of Acceptance of Office and Acceptance of the Code of Conduct by Chairperson.

21/730. Election of Vice Chairperson

21/731. Chairman's Welcome

21/732. Apologies

21/733. Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

21/734. Public Participation session

21/735. Report by County Councillor. - Cllr Mike Steel

21/736 Report by Chelmsford City Councillor.

21/737. To review the terms of reference for committees and appointment of Committees, as follows:

- Finance and General Purposes Committee (Chair, Vice Chair plus 4 councillors)
- Recreation Committee (Chair, Vice Chair plus 6 councillors)
- Emergency Planning Sub Committee (Chair, Vice Chair plus 3 councillors representing all areas of the Parish)
- Staffing Committee (3 councillors)
- Planning Committee (All members of the Council are represented on this Committee and are called to full meetings of the Council which are dedicated to planning).

21/738. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.

21/739. Appointment of Essex Association of Local Councils representatives (Chair, Clerk plus one Councillor)

21/740. Appointment of representatives to the Chelmsford City Council Planning Forum (one Councillor)

21/741. Appointment of representative on Great Waltham Village Hall Committee (one Councillor).

21/742. Appointment of a representative on Great Waltham and Ford End Churchyard Committees (one councillor)

21/743. Appointment of a representative on Great Waltham Community Network (one councillor)

21/744. Appointment of representatives for Great Waltham Parish Jubilee Twinning Association (Chair plus one other nominations)

21/745 Local Planning Authority Decisions

21/00144/FUL	Absol Park Shepherds Hey North End Dunmow Essex CM6 3PD	Application Permitted
21/00168/LBC	Walthambury Farm Bury Lane Great Waltham Chelmsford CM3 1AY	Application Permitted
21/00547/FUL	Kelmscott Broads Green Great Waltham Chelmsford Essex CM3 1DR	Application Permitted
21/00541/FUL	Caxton's Bennetts Lane North End Dunmow Essex CM6 3PG	Application Permitted
21/00432/FUL	Land South Of Firland Woods Road Great Waltham Chelmsford Essex	Application Permitted
21/00371/FUL	Red House Larks Lane Great Waltham Chelmsford Essex CM3 1AD	Application Permitted
21/00085/FUL	Sunbeams Church Lane Ford End Chelmsford Essex CM3 1LH	Application Permitted
21/00160/FUL	Walthambury Farm Bury Lane Great Waltham Chelmsford CM3 1AY	Application Permitted
21/00200/FUL	Land North Of Mill Road North End Dunmow Essex CM6 3PE	Application Refused

21/746 Planning Applications

1. Reference: 21/00333/FUL

Address: 6 Cherry Garden Road Great Waltham Chelmsford Essex
Description of works: Two storey side extension

~~**2.** Reference: 21/00802/FUL (Withdrawn by applicant)~~

~~Address: The Butchers Arms Dunmow Road North End Dunmow
Description of works: Change of use from a public house to 1 dwelling (Class Use C3).~~

~~**3.** Reference: 21/00808/LBC (Withdrawn by Applicant)~~

~~Address: The Butchers Arms Dunmow Road North End Dunmow
Description of works: Internal alterations including removal of partitions to facilitate change of use to dwelling.~~

4. Reference: 21/00799/FUL

Address: Grey Goose Barn Margaret Woods Road Great Waltham Chelmsford
Description of works: Construction of a detached carport with garden storage area.

5. Reference: 21/00653/FUL

Address: 1 Littley Park Cottages Littley Park Lane Hartford End Chelmsford
Description of works: Construction of a single storey rear extension and two storey side extension.

21/747 To agree the Council's response to the MHCLG consultation 'Local authority remote meetings: call for evidence'. – Cllr Gilbert

21/748 Proposal to defer the Face-to-Face meeting in June – Cllr Steel

21/749 Confirmation of payments:

Details	Value £	Budget Heading
BG Premium Bathroom (deposit)	£100.00	Cil
GW Village Hall	£312.00	Office Rent
Cllr Palmer - hose	£7.25	General Reserve
Gt Waltham Parish news	£230.00	general reserve
Glasdon	£21.67	general reserve
Cllr Steel - signs	£81.64	general reserve
Hags	£6,716.16	Cil and Capital Works
Amazon	£51.04	handyman equipment
Amazon	£11.99	handyman equipment
Amazon	£44.20	handyman equipment
Amazon	£16.49	handyman equipment
Amazon	£9.08	handyman equipment
Amazon	£8.49	handyman equipment
Amazon	£13.66	handyman equipment
Amazon	£14.65	handyman equipment
Amazon	£11.48	handyman equipment
Amazon	£6.99	handyman equipment
Amazon	£8.37	handyman equipment
wicksteed	£36.35	handyman equipment
fenland leisure	£226.00	handyman equipment
Premier Playgrounds	£9,024.00	Capital Works
JCM Services	£1,462.50	Ground's maintenance
Amazon	£11.48	handyman equipment
Amazon	£21.98	handyman equipment
Payroll and expenses	1133.04	Salary
HMRC	£524.44	Paye
Amazon	£25.97	handyman equipment
Amazon	£17.80	handyman equipment
Amazon	£112.73	handyman equipment
Amazon	£14.94	handyman equipment
Amazon	£21.99	handyman equipment
Amazon	£41.97	handyman equipment
GWVH Rent Catch Up	£28.63	Office Rent
Essex Pension Fund	£376.57	Pension
Total	£20,745.55	

21/750 Review of inventory of land and other assets including buildings and office equipment.

- Asset List

21/751 Review of the Council's complaints procedure.

- Code of Practice for handling complaints
- Code of practice for handling vexatious complaints

21/752 Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation

- Data protection notice

21/753 Review of the Council's policy for dealing with the press/media.

- Great Waltham Parish Council media relations policy

21/754 Review of the Council's employment policies and procedures.

- Equal Opportunities Policy
- Recruitment of Ex-Offenders Policy

21/755 Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

£40 - Wreath

21/756 Confirmation of the minutes of the monthly meeting held on the 26th April 2021

21/757 Discuss and approve any items for the "Parish Council News" section of the Parish News – Cllr Steel