

Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham
Clerk, W J Adshead-Grant.

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Posted: Wednesday 18.05.2022

You are hereby summonsed to attend the Annual General meeting of the Great Waltham Parish Council at the Pavilion, South Street, Great Waltham on Monday 23rd May at 7.30 pm 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.

AGENDA.

22/1106 Election of Chairperson for the next 12 months.

22/1107 Acceptance of Office by the new Chairman.

22/1108 Election of Vice Chairperson

22/1109 Chairman's Welcome

22/1110 Apologies

22/1111 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

22/1112. Public Participation session for any items regardless of its existence on the agenda

22/1113. Report by County Councillor. - Cllr Mike Steel

22/1114 Report by Chelmsford City Councillor.

22/1115 To review the terms of reference for committees and appointment of Committees, as follows:

- Finance and General Purposes Committee (Chair, Vice Chair plus four councillors)
Current members – Cllr Dunn, Martin, Micklem, McDevitt and Gilbert Plus Chair
- Recreation Committee (Chair, Vice Chair plus six councillors)
Current members – Martin, Palmer, Huggins, Jenkins, Gilbert, Micklem and Chair.
- Emergency Planning Sub Committee (Chair, Vice Chair plus three councillors representing all areas of the Parish)
Currently Cllr Martin
- Staffing Committee (3 councillors)
Currently Cllr Gilbert and Palmer (1 Vacancy)
- 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).

22/1116 Proposal for formation of a Highways and Transport Committee – Cllr Dunn

22/1117 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.

22/1118. Appointment of Essex Association of Local Councils representatives (Chair, Clerk plus one Councillor)

Currently Cllr Dunn

2.2/1119 Appointment of representatives to the Chelmsford City Council Planning Forum (one Councillor)
Currently Cllr McDevitt

22/1120 Appointment of representative on Great Waltham Village Hall Committee (one Councillor).
Currently Cllr Steel

22/1121 Appointment of a representative on Great Waltham Community Network (one councillor)
Currently Cllr Huggins

22/1122 Appointment of representatives for Great Waltham Parish Jubilee Twinning Association (Chair plus one other nominations)
Currently Cllr Huggins

22/1123 Local Planning Authority Decisions

Reference	Address	Type	Status
21/00570/S73	Kinnear House Margaret Woods Road Great Waltham Chelmsford Essex CM3 1DZ	Application	Application Permitted
22/00138/FUL	Sandon House Main Road Ford End Chelmsford Essex CM3 1LL	Application	Application Permitted
22/00181/FUL	Shaws Littley Green Road Great Waltham Chelmsford Essex CM3 1BX	Application	Application Permitted
22/00433/FUL	Field At Grid Reference 571030 215770 Hyde Hall Lane Great Waltham Chelmsford Essex	Application	Application Refused
22/00531/FUL	45 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DH	Application	Application Refused

22/1124 Planning Applications

- Reference: 22/00843/FUL**
Address: Bury Hall Cottage Bury Lane Great Waltham Chelmsford
Description of works: Single storey rear extension.
- Reference: 22/00737/FUL**
Address: Lyndhurst Ringtail Green Ford End Chelmsford
Description of works: Demolition of the existing outbuilding, side entrance porch, and rear lean-to. Alterations to door/ windows. Construction of a two-storey side extension with front porch canopy and a single storey side extension. Part two storey, part single storey rear extension.
- Reference: 22/00685/FUL**
Address: High Houses Mashbury Road Great Waltham Chelmsford
Description of works: Single storey outbuilding
- Reference: 22/00683/FUL**
Address: High Houses Mashbury Road Great Waltham Chelmsford
Description of works: Single storey side extension
- Reference: 22/00534/FUL**
Address: 21 Wolmers Hey Great Waltham Chelmsford Essex
Description of works: Single storey rear extension. Addition of first floor rear window.

22/1125 Finance Report

Current Account	£40,408.51
• £17,000	General reserve
Reserve Account	£15,750
• £10,000	Ford End Speed Cameras
• £5,000	Ford End Path
• £750	Allotment deposits
Total	£56,158.51

Date	Item	Budget heading	Payment
24.05.2022	Village Hall - Rent	Office Rent	316.09
24.05.2022	Cllr Martin - Pavilion Works	General Reserve	£66.22
24.05.2022	Cllr Palmer - Vandalism Clean Up	General Reserve	£14.93
24.05.2022	Amazon - ink cartridge	Office Equipment (Stationery +Postage)	£42.30
24.05.2022	amazon - jeyes fluid	Handyman Consumables	£8.87
24.05.2022	amazon - roundup	Handyman Consumables	£57.87
24.05.2022	JCM - Stage 1 - 6 Months work	Tree Works	£1,320.00
24.05.2022	JCM _ Maintenance	Grounds Maintenance Contract	£1,462.50
24.05.2022	M&G Fire Extinguishers	General Reserve	£42.00
24.05.2022	BHIB - Annual Insurance	Insurance	£1,583.50
24.05.2022	Play Inspection Company	General Reserve	£360.00
24.05.2022	Essex Association of Local Councils	Training	£216.00
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24.05.2022	Essex Association of Local Councils	Training	£216.00
24.05.2022	Essex Association of Local Councils	Training	£216.00
24.05.2022	Essex Pension Fund	Pension	£389.66
24.05.2022	HMRC - PAYE	Paye	£719.27
24.05.2022	Monthly Salaries	Salary	£1175.17
24.05.2022	Cllr Lockwood - Banners	Grants	TBC
24.05.2022	Amazon - Scanner	Office Equipment (Stationery +Postage)	£76.98
24.05.2022	Amazon - 2 stroke mix	Handyman Consumables	£19.99
24.05.2022	Amazon - Replacement tools (Sander & Multi Tool)	Handyman Tools / Assets	£141.95

Total **£8661.30**

22/1126 Monthly Bank Reconciliation – Chairman of the F&GP

22/1127 Review of inventory of land and other assets including buildings and office equipment.

- Asset List

22/1128 Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

No expenditure 2021-2022

22/1129 Confirmation of the minutes of the monthly meeting held on 25.04.2022

22/1130 Note the minutes of the Finance and General Purposes Committee held on 16.05.2022

22/1131 Confirmation of the minutes of the extraordinary meeting held 19.04.2022

22/1132 Confirmation of the minutes of the monthly meeting held 21.03.2022

- 22/1133 To discuss actions to be taken at Ringtail Green following the extraordinary meeting at Ford End. – Cllr Dunn
- 22/1134 To discuss following on actions after the Extraordinary meeting in Ford End. – Cllr Dunn What do we do next:
- Approach DFT about funding for the average speed cameras
 - Discussion about paths & crossings
 - other Ideas for consideration
- 22/1135 Update on SID rotation – Cllr Dunn
- 22/1136 Request to crown lift the lime trees at broads green to enable improved visibility for road users – The Clerk
Quote £300
- 22/1137 Discuss the Broomfield Parish Path proposal. - The Clerk
- 22/1138 Discuss the outcomes of the Annual assembly
- Streetlight in Barrack Lane
 - Grass cutting regime by ECC
- 22/1139 Update on the second Ford End Recreation Ground Consultation – Cllr Dunn
- 22/1140 update for Digi road show, dates, and transport rep update – Cllr Palmer
- 22/1141 Discuss an annual donation of £250 to the Great Waltham Charities. The pavilion lease is currently for recreation use for the next 18 years. The agreement with the Landlord will change to add the use of the pavilion for Hire purposes, a Parish office, Meetings and Storage
- 22/1142 To consider for agreement proposed 2022/23 action plan. - Cllr Gilbert
- 22/1143 To consider for agreement revised data privacy notice wording. -Cllr Gilbert
- 22/1144 Consider a response to the current East Anglia GREEN consultation. - Cllr Gilbert
- 22/1145 Discuss a request for double yellow lines at the junction of Duffries close and South Street – both ends.
- 22/1146 Update on the action Tracker – all
- 22/1147 Update on the Jubilee Celebrations – Cllr Lockwood
- 22/1148 Update on the Clerks annual appraisal – Staffing Committee
- 22/1149 Discuss and approve any items for the “Parish Council News” section of the Parish News.

Next Meetings:

Recreation Committee 30.05.2022
Monthly Meeting 13.06.2022