# Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham.

E Mail: clerk@greatwalthamparishcouncil.co.uk Website: e.voice.org.uk

**Clerk: W.Adshead-Grant Chair: S.Gilbert**

**Vice-Chair: A.Martin**

Posted Monday 11/07/2022

You are hereby summonsed to attend the meeting of the Great Waltham Parish Council on Monday 18th July 2022 in the Pavilion, Great Waltham Recreation Ground, South Street, Great Waltham at 7.30pm 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 Participation Session.

**AGENDA.**

22/1181 Chair’s Welcome

Chair:

Councillors:

22/1182 Apologies

22/1183 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation

22/1184 Public Participation Session (items do not need to be on the agenda)

22/1185 Report by County Councillor - Cllr Mike Steel

22/1186 Report by Chelmsford City Councillor - Cllr Mike Steel

22/1187 Confirmation of the minutes of the monthly meeting held on 13th June 2022

22/1188 Local Planning Authority Decisions

|  |  |  |
| --- | --- | --- |
| [Reference](https://publicaccess.chelmsford.gov.uk/online-applications/registered/trackedApplication.do?action=display&orderBy=caseNo&orderDirection=ascending) | [Address](https://publicaccess.chelmsford.gov.uk/online-applications/registered/trackedApplication.do?action=display&orderBy=address&orderDirection=ascending) | [Status](https://publicaccess.chelmsford.gov.uk/online-applications/registered/trackedApplication.do?action=display&orderBy=status&orderDirection=ascending) |
| 22/00684/LBC | High Houses Mashbury Road Great Waltham Chelmsford Essex CM3 1EL | Application Permitted |
| 22/00660/FUL | Tudor House Main Road Howe Street Chelmsford CM3 1BG | Application Permitted |
| 22/00661/LBC | Tudor House Main Road Howe Street Chelmsford CM3 1BG | Application Permitted |
| 22/00606/FUL | Old Park Meadow Natural Burial Ground Coppice Lane North End Dunmow Essex CM6 3XB | Application Permitted |

22/1189 Planning

1. **Reference: 22/01068/LBC Address: Lucks Cottage Main Road Howe Street Chelmsford**

Description of works: Proposed internal alterations to dwelling. Proposed alterations to windows and doors. Addition of a conservation style roof light to rear.

1. **Reference: 19/00530/S73 Address: Glenmore Broads Green Great Waltham Chelmsford**

Description of works: Variation of condition 2 of approved planning permission 19/00530/MAT - (Material amendment to permission reference 14/01887/FUL (Demolition of an existing shed and construction of a detached double garage with office space in the roof). To change the approved garage and office space to living accommodation)). Extension of the timeframe for residential use by 24 months.

1. **Reference: 22/01113/SCOPE Address: Land At Moulsham Hall Moulsham Hall Lane Great Leighs**

Description of works: Scoping opinion for the proposed development at Strategic Growth Site 7a: Great Leighs - Land at Moulsham Hill.

22/1190 Finance Reports:

* **Reserve Account** **£** **15,750**
  + Allotment Deposit £750
  + FE Variable Speed Camera £10,000
  + FE Path £5,000
* **Current Account**  **£ 28,390.37**

Income – interest £13.60

**Total on Hand £ 44,140.37 (Before payments below)**

22/1191 Payments for Approval

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Item** | **Budget heading** | **Payment** |
| 02.07.2022 | Parish Office Rent | Office Rent | £316.09 |
| 18.07.2022 | HMRC | Paye | £543.06 |
| 18.07.2022 | ESSEX PENSION FUND | Pension | £396.45 |
| 18.07.2022 | Salaries | Salaries | £1251.93 |
| 18.07.2022 | Amazon - Ground stakes | Handyman Consumables | £24.99 |
| 18.07.2022 | Amazon- office shredder lubricating sheets | Office Equipment (Stationery +Postage) | £22.98 |
| 18.07.2022 | Amazon - Chair leg rubbers | Office Equipment (Stationery +Postage) | £12.98 |
| 18.07.2022 | Amazon - Ground Spikes | Handyman Consumables | £106.20 |
| 18.07.2022 | JCM - 2nd Stage Tree Works | Tree Works | £2,392.80 |
| 18.07.2022 | JCM Grounds maintenance | Grounds Maintenance Contract | £1,462.50 |
| 18.07.2022 | Amazon- weed barrier | Handyman Consumables | £104.45 |
| 18.07.2022 | Amazon- Cotter Pins | Handyman Consumables | £11.44 |
| 18.07.2022 | Amazon - Ground Stakes and Weed Cover | Handyman Consumables | £224.91 |
| 18.07.2022 | Amazon - Rubber Grips | Handyman Consumables | £19.60 |

**Total £6890.38**

22/1192 Monthly Bank reconciliation – Chairman of the F&GP

22/1193 Updates on the action tracker – All

22/1194 Clerk’s Report and actions

22/1195 Report on the meeting with the Great Waltham Village Hall Chairman to discuss exiting the Parish Office by October 2023 – Cllr Gilbert

22/1196 To discuss and agree nominations to County Councillor for the Member Led Carriageway Pothole Repair Programme 2022 – Cllr Gilbert.

22/1197 Discuss the terms of reference and membership of the Highways and Transport Committee – Cllr Dunn

22/1198 With the return of twinning visits to Ceyrat, to provide a gift to the Mayor of Ceyrat and nominate Cllr Steel to present it – Cllr Steel

22/1199 To consider for approval these draft documents (required for LCAS accreditation) circulated prior to the meeting: bio-diversity policy, crime and disorder policy, publications scheme - Cllr Gilbert

22/1200 To confirm that the Council will lead on November Remembrance Sunday events and form a committee including the British Legion, church, and other local organisations - Cllr Gilbert

22/1201 To agree the Council’s representatives at the Remembrance Sunday events at Great Waltham and Ford End - Cllr Gilbert

22/1202 To authorise the purchase of two wreaths for the Remembrance Sunday services. Cost expected to be around £50 - Cllr Gilbert

22/1203 To consider and agree whether the Great Waltham Recreation Ground’s perimeter hedging requires remedial work - Cllr Gilbert

22/1204 To consider the merit of requesting roadside parking restrictions adjacent to the Hatchfields entrance gate to Great Waltham Recreation Ground - Cllr Gilbert

22/1205 To consider the proposed amendments to the Council’s Standing Orders, as indicated in the draft document circulated prior to the meeting - Cllr Gilbert

22/1206 Discuss and action the internal auditors report - Clerk

22/1207 Discuss and approve any items for the “Parish Council News” section of the Parish News.

**Next Planned meetings ( all in the Pavilion) :**

Monday 8th August Recreation Committee

Monday 15th August Monthly Meeting

Thursday 25th August Finance and General Purposes Committee