

Under the 2014 -The Openness of Local Government Bodies Regulations- the meeting will be recorded for the accuracy of the minutes by the Clerk. The recording will be destroyed once the minutes have been confirmed.

# Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham.  
E Mail: [clerk@greatwalthamparishcouncil.co.uk](mailto:clerk@greatwalthamparishcouncil.co.uk) Website: [e.voice.org.uk](http://e.voice.org.uk)

**Clerk: W.Adshead-Grant**

**Chair: S.Gilbert**  
**Vice-Chair: A.Martin**

Posted: Wednesday 19<sup>th</sup> April 2023

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are hereby summonsed to attend the meeting of the Great Waltham Parish Council on Monday 24<sup>th</sup> April 2023 in the Pavilion, Great Waltham Recreation Ground, South Street, Great Waltham, CM3 1DF 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.**

23/1438 Chair's Welcome

Chair:

Councillors:

23/1439 Apologies

23/1440 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

23/1441 Public Participation Session (items do not need to be on the agenda)

Public Question Time. Members of the public are invited to address the Council, give their views, and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Members of the public should address their representation through the Chairman of the meeting.

23/1442 Report by County Councillor - Cllr Mike Steel

23/1443 Report by Chelmsford City Councillor - Cllr Mike Steel

23/1444 Confirmation of the minutes of the monthly meeting held on 20<sup>th</sup> March 2023.

23/1445 Note the minutes of the Highways and Transport committee meeting held on 17<sup>th</sup> April 2023.

23/1446 Local Planning Authority status.

<a href="#">Reference</a>	<a href="#">Address</a>	<a href="#">Status</a>
20/02064/OUT	Strategic Growth Site North Of Woodhouse Lane Broomfield Chelmsford Essex	Pending Decision

23/00088/FUL	Bridge House Lucks Lane Howe Street Chelmsford Essex CM3 1BP	Application Permitted
22/01113/SCOPE	Land At Moulsham Hall Moulsham Hall Lane Great Leighs Chelmsford Essex	Pending Consideration
23/00372/LBC	Barn At Garnetts Farm Mashbury Road Great Waltham Chelmsford Essex	Pending Consideration
21/01327/S73	Barn At Garnetts Farm Mashbury Road Great Waltham Chelmsford Essex	Pending Consideration
23/00130/FUL	5 Bridge Croft Howe Street Chelmsford Essex CM3 1RE	Application Permitted
21/00881/FUL	Broomfield Hospital Hospital Approach Broomfield Chelmsford CM1 7ET	Pending Decision
22/02276/FUL	Land At Grid Ref 570920, 216240, Part Of Hyde Hall Farm Hyde Hall Lane Great Waltham Chelmsford Essex	Pending Consideration

23/1447 Planning :

**1. Reference: 23/00365/FUL**

Address: Land East Of Rye Cottage Larks Lane Great Waltham Chelmsford

Description of works: Demolition of existing stables, with construction of two residential dwellings with detached car ports & associated works including a new vehicular access.

**2. Reference: 23/00402/FUL**

Address: Black Chapel Cottage Black Chapel Lane Great Waltham Dunmow

Description of works: Demolition of existing detached garage. Single storey side extension to create garage & utility. Two storey side extension to create link & ensuite. New driveway in position of existing vehicular access.

**3. Reference: 23/00454/FUL**

Address: Zinc House Barns Brook Hill Great Waltham

Description of works: Erection of .75m two-bar fence and greenhouse to form Kitchen Garden

**4. Reference: 23/00526/FUL**

Address: 2 Chapel Row Main Road Howe Street Chelmsford

Description of works: Construction of Outbuilding

**5. Reference: 23/00505/FUL**

Address: 13 Ray Mead Great Waltham Chelmsford Essex

Description of works: Single storey rear extension with addition of roof lights.

**6. Reference: 21/00547/S73**

Address: Kelmscott Hoe Lane Great Waltham Chelmsford

Description of works: Variation of Condition 2 to approved planning application 21/00547/FUL (Part single, part two storey rear extension. First floor side extension. Loft conversion and extension with front and rear dormer windows.) to Change the rear dormer window, Reposition the front bathroom window to the side, Reposition the ground floor WC window from the rear to the side, Remove the second window to the left of the back door.

**7. Reference: 23/00434/LBC**

Address: Lucks Cottage Main Road Howe Street Chelmsford

Description of works: Internal alterations to rear entrance hall including new WC.

**8. Reference: 22/00606/S73**

Address: Old Park Meadow Natural Burial Ground Coppice Lane High Easter Dunmow  
Description of works: Variation of Condition 2 to approved planning application  
22/00606/FUL (Construction of a shelter.) to reduce size of shelter.

23/1448 Finance Reports:

•	<b><u>Reserve Account</u></b>	<b><u>£ 41,706</u></b>
	○ Allotment Deposit	£600
	○ FE Variable Speed Camera	£10,000 (Hold for 12 Months)
	○ FE Path	£5,000 (Time Limited)
	○ Capital Works	£21,000
	○ Parish Reserve	£5,106
•	<b><u>Current Account</u></b>	<b><u>£ 0</u></b>
	<b><u>Total on Hand</u></b>	<b><u>£ 41,706 (Before payments below)</u></b>

23/1449 Payments for Approval:

Item	Budget heading	Payment
Gt Waltham Village Hall Rent	Office Rent	£316.09
Swalec - Electricity	Utilities	£64.50
NALC / EALC Affiliation fees	Subscriptions	£550.24
Gt Waltham Village Hall	Car parking 2022	£1,250.00
Gt Waltham Village Hall	Car parking 2023	£1,250.00
Cllr Martin - Tool station	Pavilion works	£12.48
Combined Salaries	Salaries	£1,272.82
Handyman Expenses	Expenses	£72.00
Clerk Expenses	Expenses	£270.00
HMRC	PAYE	£715.54
Essex Pension Fund	Employee Contribution	£524.76
	Total	£6,298.43

23/1450 Monthly Bank reconciliation – Chairman of the F&GP

23/1451 Updates on the action tracker – All

23/1452 Clerk's Report and actions:

23/1453 To consider the complaint from GW resident in relation to bird scarer gas guns and compliance with National Farmers Union guidelines and determine if GWPC could intervene to reduce the nuisance aspect or do they wish formal complaint to go forward to City Council. –(Cllr Gilbert).

23/1454 Proposal for funding of 2 trail cameras for Brookmead allotments. Due to 3 recent break ins.-(Cllr Palmer)

23/1455 Discuss the grant request from Ford End Village Hall to support a community event to mark the Kings Coronation at Ford End recreation ground – (The Clerk).

- 23/1456 To confirm and sign the Annual Governance Statement which forms part of the Annual Return for Local Councils, Internal Drainage Boards, and other smaller authorities in England for the year ended 31<sup>st</sup> March 2023. -(The Clerk).
- 23/1457 To adopt the Annual Accounts for the year ended 31<sup>st</sup> March 2023 and to sign the Annual Return.-(The Clerk).
- 23/1458 Update on the Defibrillator project and provision of replacement units at Ford End and Howe Street- (Cllr Martin).
- 23/1459 Update on the Pavilion storage unit planning application- (Cllr Martin).
- 23/1460 Update on the Ford End Recreation Ground CIF grant towards a perimeter path and if necessary, agree the next steps- (Cllr Martin).
- 23/1461 To agree whether the Council prints an annual report to summarise its activities during 2022/23.-(Cllr Gilbert).
- 23/1462 To agree the Council's presentation format at the Annual Assembly. -(Cllr Gilbert).
- 23/1463 To agree the Banbury Square and War Memorials Maintenance Strategy document (circulated prior to the meeting). -(Cllr Gilbert).
- 23/1464 To agree actions and activities in relation to co-option of councillors for the new council. -(Cllr Gilbert).
- 23/1465 To agree the New & Prospective Councillors Guide document (circulated prior to the meeting). -(Cllr Gilbert).
- 23/1466 To agree the Highways & Transport Committee's recommendation to purchase and install replacement permitted parking signs at the Blossom Way car park. -(Cllr Gilbert).
- 23/1467 To agree the Highways & Transport Committee's recommendation that the Council lobbies the relevant authorities/agencies to change the A120 back-up diversionary route from the B1008 to the B1256. -(Cllr Gilbert).
- 23/1468 To agree the Highways & Transport Committee's recommendation that the Council lobbies for measures to ensure the B1008 is not used as a preferred route once the NE by-pass is completed. -(Cllr Gilbert).
- 23/1469 To agree the Highways & Transport Committee's recommendation that the Council lobbies for the reinstatement of signage at Sheepcotes roundabout which directs traffic to the A131/A120. -(Cllr Gilbert).
- 23/1470 Agree the purchase of a magnetic whiteboard for the Pavilion.-(Cllr Martin).
- 23/1471 Discuss and approve any items for the "Parish Council News" section of the Parish News.-All.

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

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| <b>Wednesday 26<sup>th</sup> April</b> | <b>Finance and General Purposes Committee @ 7.30pm.</b>         |
| <b>Monday 22<sup>nd</sup> May</b>      | <b>AGM and Monthly Meetings @ 7.30pm.</b>                       |
| <b>Wednesday 31<sup>st</sup> May</b>   | <b>Recreation Committee @ 7.30pm.</b>                           |
| <b>Monday 5th June</b>                 | <b>Parish Annual Assembly at Ford End Village Hall @ 7.30PM</b> |