

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.

Please note - if disabled access is required to any meeting of the Parish Council, then prior notification of attendance must be given to the Clerk.

Great Waltham Parish Council

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

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

Posted: 14.06.2023

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council at the Pavilion, South Street, Great Waltham on Monday 19th June 2023 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 Participation session.

AGENDA.

23/1528 Chair's Welcome:

Chair:

Cllrs:

23/1529 Apologies

23/1530 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.

23/1531 Public Participation session for any items regardless of its existence 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 Chair). 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 Chair. Members of the public should address their representation through the Chair of the meeting.

23/1532 Report by County Councillor - Cllr Mike Steel.

The full report will be online in the agenda section of the website.

23/1533 Report by Chelmsford City Councillor – Cllr Mike Steel.

The full report will be online in the agenda section of the website.

23/1534 Confirm the minutes of the Extraordinary meeting held on 1st June 2023.

23/1535 Confirm the minutes of the Annual General Meeting held on 22ND May 2023.

23/1536 Note the minutes of the Recreation Committee meeting held on 31st May 2023.

23/1537 Local Planning Authority Decisions.

Reference	Address	Status
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23/00526/FUL	2 Chapel Row Main Road Howe Street Chelmsford CM3 1BG	Application Permitted
23/00576/FUL	Garnetts Farm Mashbury Road Great Waltham Chelmsford Essex CM3 1EG	Application Permitted
22/00606/S73	Old Park Meadow Natural Burial Ground Coppice Lane High Easter Dunmow Essex CM6 3XB	Application Permitted
21/00547/S73	Kelmscott Hoe Lane Great Waltham Chelmsford Essex CM3 1DR	Application Refused
23/00505/FUL	13 Ray Mead Great Waltham Chelmsford Essex CM3 1AN	Application Permitted

23/1538 Planning Applications

1. Reference: 23/00808/FUL

Address: Burmead Main Road Great Waltham Chelmsford

Description of works: Loft conversion and single storey rear extension with rear dormer. Creating additional bedrooms on first floor

2. Ref. No: 23/00784/FUL

60 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DJ

Two storey side extension. Front porch extension. Loft conversion with rear dormer. Addition of 2no. front dormer windows at first floor level and 6no. front and rear roof lights at second-floor level. Associated landscaping.

3. Reference: 23/00824/FUL

Address: Old Park Meadow Natural Burial Ground Coppice Lane High Easter Dunmow.

Description of works: Proposed workshop/store and office building with associated hardstanding and parking.

4. Reference: 23/00933/FUL

Address: Lyndhurst Ringtail Green Great Waltham Chelmsford

Description of works: Demolition of the existing oil tank outbuilding, side entrance porch, and rear lean-to. Reinstatement of the original front entrance door and first floor sash window, replacing the side porch entrance with a single storey side addition. Single storey side addition to replace the oil tank structure and a two-storey rear addition in place of the rear lean-to.

23/1539 Finance Report

Current Account: **£12,982.28**

Reserve Account: **£56,745.33**

- £10,000 Ford End Speed Cameras
- £5,000 Ford End Path
- £700 Allotment deposits
- £32,500 Capital Works
- £8,545.33 General Reserve

Total **£69,727.61**

23/1540 Confirmation of payments:

Item	Budget heading	Payment
Essex Pension Fund	Employee Contribution	£83.12
Essex Pension Fund	Employee Additional Contribution	£37.72

Essex Pension Fund	Employer Contribution	£381.44
Combined Salaries	Salaries	£1533.10
Handyman Expenses	Expenses	TBC
Clerk Expenses	Expenses	£95.27
HMRC	PAYE	£715.94
Gt Waltham Village Hall Rent	Office Rent	£316.09
Fenland - Handyman consumables	Handyman consumables	£117.52

Total **£3,280.20**

- 23/1541 Monthly Bank Reconciliation.
- 23/1542 To receive an update on co-option of councillors for the new council. (Cllr. Gilbert)
- 23/1543 Update on the Action Tracker – all.
- 23/1544 Update on the Great Waltham storage container planning application and agree next steps – Cllr Martin.
- 23/1545 Update on the EALC CIF grant extension and next steps – Cllr Martin.
- 23/1546 Discuss and support the Recreation Committee’s proposal to form a working group to develop the plans and strategies for the Great Waltham play area project – Cllr Martin.
- 23/1547 Discuss and support the Recreation Committee’s proposal to spend some of this year’s income from the Pavilion for decorating materials and include a budget for Pavilion maintenance in future budget plans – Cllr Martin.
- 23/1548 Discuss and support the Recreation Committee’s proposal to make an ECC Locality Fund application to provide a seat at Ford End Recreation Ground as part of the improvement project – Cllr Martin.
- 23/1549 Update on the Howe Street Multi Play replacement – Cllr Martin.
- 23/1550 To select a contractor to complete the works to apply enamel paint to the inscriptions on the war memorial at Banbury Square - Cllr. Gilbert.
Quotes requested from Art in Stone, Bradford Memorials and Universal Stone.
- 23/1550 To consider the mechanism(s) to consult/update parishioners on proposed works on the war memorial at Banbury Square - Cllr. Gilbert
- 23/1551 To agree to send a representative of the Council to the public consultation and exhibition on the proposals for an integrated retirement community in Little Waltham - Cllr. Gilbert
- 23/1552 To agree the purchase of computer software module(s) to allow the Council to introduce and operate a paperless, cloud-based operating system for its administrative functions (see briefing paper circulated with the agenda) - Clerk.
- 23/1553 To agree that only new plot holders to an allotment site are required to pay a £50 deposit to hire a plot - Cllr. Gilbert
- 23/1554 To agree the scope of and remuneration in relation to an Allotment Maintenance Contract for areas of Council responsibility at the Brook Mead

and Bury Lane allotment sites (see draft document circulated with the agenda). Cllr. Gilbert.

23/1555 To agree revised wordings for the Pavilion documents circulated with the agenda - Cllr. Gilbert

23/1556 Report from the defibrillator project working group and confirmation of the training arrangements – Cllr Martin.

23/1557 Discuss and approve any items for the “Parish Council News” section of the Parish News.

Next Meetings:

**MEETING
DATES
2023**

Date	Meeting of :
Wednesday 12th July	Great Waltham Parish Council Recreation @ 7.30pm
Monday 17th July	Great Waltham Parish Council Monthly Meeting @ 7.30PM
Monday 24th July	Great Waltham Parish Council Highways & Transport Committee @ 7.30PM
Monday 31st July	Great Waltham Parish Council Finance and General Purposes @ 7.30pm
Monday 21st August	Great Waltham Parish Council Monthly Meeting @ 7.30PM