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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: Wednesday 12th July 2023

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council at the Pavilion, South Street, Great Waltham on Monday 17th July 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.

23/1559 Chair's Welcome:

Chair:

Cllrs:

23/1560 To consider and agree recommendations for co-opting new members to the Council – Cllr Gilbert

New members will be welcomed to join the Council and sign their declarations of office and fill in their register of interests (within 28 days)

23/1561 Apologies

23/1562 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.

23/1563 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.

23/1564 Report by County Councillor - Cllr Mike Steel.

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

23/1565 Report by Chelmsford City Councillor – Cllr Mike Steel.

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

23/1566 Confirm the minutes of the ordinary meeting 19th June 2023.

23/1567 Note the minutes of the recreation committee held on 12th July.

23/1568 Local Planning Authority Decisions.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
23/00454/FUL	Zinc House Barns Brook Hill Great Waltham Dunmow Chelmsford CM6 3PQ	Application Permitted
23/00402/FUL	Black Chapel Cottage Black Chapel Lane Great Waltham Dunmow CM6 3PH	Application Permitted
23/00659/FUL	Recreation Ground South Street Great Waltham Chelmsford Essex	Application Permitted
23/00740/FUL	Land Between Little Dene And Bridge Cottage Main Road Little Waltham Chelmsford Essex	Application Refused
23/00808/FUL	Burmead Main Road Great Waltham Chelmsford Essex CM3 1LL	Application Permitted
23/00784/FUL	60 Cherry Garden Road Great Waltham Chelmsford Essex CM3 1DJ	Application Refused

23/1569 Planning Applications

1. Reference: 23/00838/FUL

Address: Littley Park, The Dairy Littley Park Lane Great Waltham Chelmsford

Description of works: Change of use of remaining sections of historic agricultural range to enlarge existing single dwelling. Remodelling of courtyard range and altering form of roof. Single storey extension within courtyard to create entrance vestibule. Associated alterations and operations.
Minor landscaping works.

2. Reference: 23/00839/LBC

Address: Littley Park, The Dairy Littley Park Lane Great Waltham Chelmsford

Description of works: Change of use of remaining sections of historic agricultural range to enlarge existing single dwelling. Remodelling of courtyard range and altering form of roof. Single storey extension within courtyard to create entrance vestibule. Associated alterations and operations. Minor landscaping works.

3. Reference: 23/00602/FUL

Address: Great Waltham C Of E School South Street Great Waltham Chelmsford

Description of works: Erection of free-standing timber canopy to early years play area.

4. Reference: 23/00898/FUL

Address: Greenways Church Lane Great Waltham Chelmsford

Description of works: Replacement Dwelling

5. Reference: 23/01050/FUL

Address: Cherry Trees Chelmsford Road Great Waltham Chelmsford

Description of works: First floor side extension, single storey rear extension.

23/1570 Finance Report.

Current Account: **£6,273.78**

Reserve Account: **£34,845.25**

- £10,000 Ford End Speed Cameras
- £5,000 Ford End Path
- £700 Allotment deposits
- £12,101.66 Capital Works

- £7,043.59 General Reserve

Total £41,119.03

23/1571 Confirmation of payments:

Item	Budget heading	Payment
Swalec - DD	utilities	£828.31
Great Waltham Charities - DD	General Reserve	£250.00
Unity Trust Bank - Service Charge	Bank Charges	£18.00
Clerk - Expenses – Bench (Locality fund)	General Reserve	£766.55
Cllr Martin - Pavilion decoration	General Reserve	£117.33
HMRC	PAYE	£715.54
Combined Salaries	Salary	£1322.66
Essex Pension Fund	Employee Contribution	£83.08
Essex Pension Fund	Employee Additional Contribution	£37.72
Essex Pension Fund	Employer Contribution	£359.00
Clerk - Expenses	Expenses	£48.43
Clerk - Expenses - Whiteboard	General Reserve	£329.99
Play Inspection Company	General Reserve	£360.00
Ford End Village Hall	Grants	£495.87
JCM - Padlock	Grounds Maintenance Contract	£24.00
Miss A C Wood	Internal Audit	£140.00
Jcm-Hedge Cut	Grounds Maintenance Contract	£114.00
Handyman Expenses - June	Expenses	£72.85
Amazon- Roundup	Handyman Consumables	£41.87
Amazon- gate signs	Handyman Consumables	£58.15
Amazon - new site signs	Handyman Consumables	£112.59
Amazon- gate Padlocks	Handyman Consumables	£56.97
Amazon - Printer Cartridges	Office	£24.98
Budget Container Company	Capital Works	£3,288.00
Handyman Expenses - July	Expenses	£58.00
Clerk - Goal Post sockets(Senior)	Handyman Consumables	£1,070.11

Total £10,794.00

23/1572 Monthly Bank Reconciliation.

23/1573 Update on the Action Tracker – all.

23/1574 To select a contractor to complete works to apply enamel paint the inscriptions on the war memorial at Banbury Square (deferred from previous meeting) – Cllr Gilbert.

- 23/1575 To consider the mechanism(s) to consult/update parishioners on proposed works on the war memorial at Banbury Square (deferred from previous meeting) – Cllr Gilbert
- 23/1576 To discuss and agree the Council's response to National Grid's *The Great Grid Update Norwich to Tilbury* consultation – Cllr McDevitt.
- 23/1577 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.
- 23/1578 To agree the Council's representatives at the Remembrance Sunday events at Great Waltham and Ford End – Cllr Gilbert.
- 23/1579 To authorise the purchase of two wreaths for the Remembrance Sunday services – Cllr Gilbert.
- 23/1580 To appoint two additional members to fill the vacancies on the Finance & General Purposes Committee - Cllr Gilbert.
- 23/1581 To appoint one additional member to fill the vacancy on the Recreation Committee - Cllr Gilbert.
- 23/1582 Discuss the Findings of the Internal Auditors report – The Clerk.
- 23/1583 Discuss the potential parking options for the Great Waltham School – Cllr Steel.
- 23/1584 Discuss the costs for the continuing improvements to the allotment areas and authorise the expenditure for both materials and labour if required.- Cllr Martin
- 23/1585 Discuss options to enable the cleaning of benches and other equipment for the handyman.- The Clerk.
- 23/1586 Discuss and approve any items for the "Parish Council News" section of the Parish News.

Next Meetings:

**MEETING
DATES
2023**

Date	Meeting of :
Monday 17th July	Great Waltham Parish Council Monthly Meeting at 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
Tuesday 22nd August	Great Waltham Parish Council Monthly Meeting at 7.30PM at FE Village Hall
Monday 4th September	Great Waltham Parish Council Recreation @ 7.30pm