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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, The Pavilion, South Street, Great Waltham.  
Clerk, W J Adshead-Grant.

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## Posted:

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council on TUESDAY 19<sup>TH</sup> MARCH at Ford End Village Hall , Ford End 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 during the Public Participation session.

## **AGENDA.**

23/1772 Chair's Welcome:

Chair

Cllrs:

23/1773 Apologies.

23/1774 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.

23/1775 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.

23/1776 Report by County Councillor – (Cllr Mike Steel).

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

23/1777 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

23/1778 Confirm the minutes of the ordinary meeting held on 19<sup>th</sup> February 2024.

23/1779 Local Planning Authority Decisions.

<b>Reference</b>	<b>Address</b>	<b>Status</b>
22/00737/S73	Lyndhurst Ringtail Green Great Waltham Chelmsford Essex CM3 1LW	Application Permitted
23/01916/PIP	Land Adjacent White Cottage South Street Great Waltham Chelmsford Essex	Application Refused
24/00073/FUL	Woodmans Cottage Main Road Howe Street Chelmsford CM3 1BA	Application Permitted

23/1780 Planning Applications.-(All).

1. Reference: 24/00168/FUL

Address: Building North West Of Well House Farm Little Green Road Great Waltham

Description of works: Alterations to existing Nissen Hut for residential, new vehicle entry, garage and associated landscaping.

2. Reference: 24/00270/LBC

Address: Little Garretts Mill Road Great Waltham Dunmow

Description of works: Replacement of existing extension with a new single storey side extension

3. Reference: 24/00269/FUL

Address: Little Garretts Mill Road Great Waltham Dunmow

Description of works: Replacement of existing extension with a new single storey side extension

23/1781 Finance Report.-(Clerk).

Current Account:            **£8,483.50**

Reserve Account:        **£34,138.48**

- £10,000      Ford End Speed Cameras.
- £750         Allotment deposits.
- £23,000     Capital Works.
- £388.48     Cil.

**Total**                        **£42,621.98**

23/1782 End Of Year Forecast.

	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
<b>Staff Costs</b>	£26,200	£31,622	<b>-£5,422</b>
<b>Administration</b>	£9,349	£8,978	£371
<b>Open Spaces</b>	£42,711	£12,036	£30,675
<b>Allotments</b>	£1,400	£1,286	£114
<b>Grants</b>	£2,000	£1,391	£609

23/1783 Confirmation of payments-(Clerk) :

To follow

23/1784 Monthly Bank Reconciliation- (Clerk / F&GP Chairman).

23/1785 Discuss the bids received for the 2024-2027 grounds maintenance contract.-(the Clerk)

23/1786 Discuss the 'Love Your Parish' offer from Chelmsford City Council.  
Annual scheme for some small clean up items around the parish – see separate attachment.

23/1787 To agree that the Council considers that for the 2022/23 contract period it did deliver the services at the allotment sites which were taken into account when assessing and setting the service charge element in the hiring fee structure.- Cllr Gilbert.

23/1788 To agree that the Council agrees it should continue to charge hiring fees for plots at its allotment sites, and that the existing two-element (rent and service charge) allotment hiring fee structure should be retained while there are chargeable rent restrictions in place under the leasing agreement with its landlord.- Cllr Gilbert.

- 23/1789 To agree that the Council considers its current methodology used when assessing and setting the service charge element in the hiring fee structure to be fair and reasonable.- Cllr Gilbert.
- 23/1790 To agree that the Council considers its allotments pricing structure to be broadly aligned with the market rate for the provision of such amenities, and as such offers good value for money for plot holders.- Cllr Gilbert.
- 23/1791 As recommended by the Recreation Committee, to agree to increase the rent element of the allotments hiring fee to £4.28 (from £4.00) to take effect September 2024.- Cllr Gilbert.
- 23/1792 As recommended by the Recreation Committee, to agree to increase the service charge element of the allotments hiring fee to £8.50 (from £7.00) per plot holder to take effect September 2024.- Cllr Gilbert.
- 23/1793 To consider what actions the Council can take in relation to providing and implementing (or encouraging the provision and implementation by others of) crime deterrent measures in the parish (see briefing paper circulated with the agenda).- Cllr Gilbert.
- 23/1794 To agree the content of an acknowledgement and response letter to the communication of 21/2/2024 (circulated with the agenda) from the ECC Cabinet Member for Highways, Infrastructure and Sustainable Transport to the Council in relation to the Ford End Average Speed Camera scheme.- Cllr Gilbert.
- 23/1795 To consider the Council's next steps in relation to further traffic calming measures on the B1008 at Ford End (in accordance with the commitments made in the resolution made under agenda item 23/1737 at its meeting on 15/1/2024; that is "This Parish Council reconfirms its view that the weight, volume and speed of vehicles using the B1008 through Ford End village continues to present a risk to pedestrians and other road users and will continue to lobby Essex County Council Highways for road safety improvements").- Cllr Gilbert.
- 23/1796 To agree to implement the draft Emergency Situations policy document (circulated with the agenda).- Cllr Gilbert.
- 23/1797 To agree the next spine point increase to the Clerk's salary following a recommended satisfactory annual appraisal. – Cllr Gilbert.
- 23/1798 To determine what action GWPC needs to take in response to the claim on land adjacent to Eagle Cottage - Cllr Steel.
- 23/1799 To update PC on use of volunteers to side out footways, including Main Road/Pendon Hill Great Waltham/Howe Street and to discuss and agree a way forward – Cllr Bradley.
- 23/1800 Discuss the reasons for the large increase in the GWPC part of the council tax bill and what can be done to ameliorate issues that arise from this. – Cllr McDevitt
- 23/1801 Consider the SID data accuracy and the posting of the data on the parish council website.-The Clerk.
- 23/1802 Discuss an in principle expenditure of up to £1000 on replacing the wooden bridge on the tower units at Great Waltham recreation ground.-The Clerk.
- 23/1803 Discuss and approve any items for publication.-(All).

Next Meeting:

<b>2024</b>	
Monday 15th April	Great Waltham Parish Council Highways & Transport Committee @ 7.30pm
Monday 22nd April	Great Waltham Parish Council Monthly Meeting at 7.30pm
<b>Wednesday 24th April *** 8th April</b>	<b>Great Waltham Parish Council Recreation Committee @ 7.30pm **TBC**</b>

Monday 29th April	Great Waltham Parish Council Finance and General Purposes Committee @ 7.30pm
Tuesday 7th May	Annual Assembly of the Parish Gt Waltham Village Hall @ 8.00pm
Monday 20th May	Great Waltham Parish Council AGM and Monthly Meetings @ 7.30pm
Tuesday 16th June	Great Waltham Parish Council Monthly Meeting at 7.30pm <b>at FE Village Hall</b>