

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 2 July 2019 at 7:30pm in the Tufnell Hall

Present: Councillors Edith Robertson (Chair)
 Tony Campen
 Mark Goff
 Antony Kingham
 Barbara Denny
 Melanie Williamson
 Michael Eve
 Chloe Tron
Clerk Suzanne Walker
City Councillors Councillor Knight and Councillor Steel
13 members of the public were present

Meeting commenced at 7.30pm

19/124 Apologies

None.

19/125 Declarations of Interest

Councillor Campen declared a non-pecuniary interest in relation to agenda item 19/144 as he is a member of the Sports and Social Club.

19/126 Consideration and approval of Minutes 4 June 2019

The minutes of the meeting held on 4 June 2019 were formally **approved** by Councillors as a correct record and were signed by the Chair.

19/127 Public Forum- to receive any representations from the public

The Chairman of the Channels Residents' Association reported that there are some ongoing issues with the petition for a Community Governance Review in relation to the number of signatures required to the petition as the population rises. He is awaiting a response from the electoral officer but it appears the review will be considered alongside a district wide review of ward boundaries. The number 51 bus route has been improved in that there is a bus every half hour and at peak times every 20 minutes.

A resident who is organising a resident's group who are opposed to the Cricket Club fence reported that there are 332 names on the petition which will be submitted to the City Council and that the meeting on 27 June 2019 was attended by 100 residents. As well as opposing the fence the meeting expressed a preference that the Parish Council has a lease of the entire playing fields. The Chairman confirmed that the planning application will be considered at an extra ordinary meeting to be held on 29 July 2019 and in response to a question from Councillor Steel confirmed that an extension of time has been obtained to enable the Parish Council to comment on the matter.

Councillor Steel confirmed that the Local Plan is to be considered further by the City Council but it appears unlikely that there will be any changes to the proposals in relation to this area.

A resident who had written to the Parish Council regarding issues over access to Scurvy Hall Lane complained that the matter still has not been resolved by Essex Highways. It was confirmed that the matter will again be brought to the attention of Councillor Aldridge. In particular the gentleman would like 'no access' signs to the lane.

A resident from Domsey Lane stated that signage prohibiting HGVs from using the lane has been erected but on the wrong side of the road. He also commented that when the David Lloyd Gym planning application is submitted representations should be made that Pratts Farm Lane should be brought up to an appropriate standard prior to the construction starting. He also confirmed that pedestrians continue to walk in Channels Drive. It was confirmed that a footpath will be opened shortly in the vicinity.

The Local Neighbourhood Watch co-ordinator spoke about the workings of neighbourhood watch and provided material so it may be promoted in the Parish.

A representative from the RCCE spoke in relation to the issue of Affordable Housing and how Rural exception policy enables such schemes provided a need can be shown in the Community. A needs survey was carried out in 2012 and since then a project has been progressing with the Chelmer Housing Partnership although there are currently delays as a result of having to provide redesigned plans to the Diocese of Chelmsford being the landowner. There is a need for an up to date needs survey to be carried out to support any planning application.

A representative from Alzheimer's UK spoken on the issue of Dementia Friendly Communities and it was agreed to facilitate a presentation to the Community.

Councillor Knights confirmed that the latest planning application for the Beaulieu Park development is due to be heard by the planning committee on 6 August 2019 and the application for Little Channels Family Golf centre at the September meeting of the planning committee.

At this point Councillor Eve left the meeting.

Councillors **agreed** to deal with agenda item 19/146 at this point in the meeting.

19/146 To receive an update regarding Cricket Club fencing and leasehold arrangements

It was confirmed that the planning application will be considered at an extra-ordinary meeting no 29 July 2019 and the importance of residents not just signing the petition but making their individual views know to Chelmsford City Council in this matter. The gentleman from the residents group stated that he was preparing a document on how to respond to a planning application for residents and Councillor Steel stated that he had been advised that the issue will be considered by the planning committee and not by an officer.

Councillors **agreed** to deal with agenda item 19/137 at this point in the meeting

19/137 Affordable Housing Project

Having heard the update from the RCCE representative Councillors considered when it would be appropriate for a new housing needs survey to be undertaken. The RCCE representative will ascertain the stage of the process with CHP and advise when it would be appropriate for such action to be taken and can assist the Parish Council with the process. The RCCE representative mentioned that another developer had approached her in relation to possible affordable housing near the school. However, as this is outside the defined settlement boundary and in view of the fact that the Parish Council has been progressing the current project for such a long time Councillors **agreed** to progress the current project with CHP.

19/128 New Planning Applications

19.128.1 19/00868/LBC - Foxtons, 23 The Street, Little Waltham – replacement front door – **No comment**

19.128.2 19/00949/MAT - Broadfields, Blaford Hill, Little Waltham - Variation of condition 3 for the planning permission reference 18/00878/FUL (Detached dwelling and two new vehicle accesses). Amendment to the original drawings by replacing A501/02F with 3870_PL301 in order to add a canopy to the front entrance – **No comments**

19.128.3 19/05090/TPO - Land South West of Ash Tree Corner - T22 - Oak - Remove deadwood - Reason: For tree maintenance; T20 - London Plane - Sever ivy at 1.5m - Reason: To allow for a re-inspection; T19 - Horse Chestnut - Crown Thin by 20% - Reason: For tree maintenance; T18 - Lime - Pollard to 8m - Reason: Major dieback in upper section T14 - Turkey oak - Fell - Reason: Structural decline; T13 - Turkey oak - Fell - Reason: Structural decline; T12 - Turkey oak - Fell - Reason: Structural decline; T11 - Horse Chestnut - Remove deadwood - Reason: Fungal infection present – **No Comments.**

19.128.4 19/00990/FUL - Pratt's Farm, Pratt's Farm Lane, Little Waltham – retrospective application for reinstatement of access and driveway – On the basis that the proposed access does not appear to provide an accessway but merely crosses and golf fairway and does not appear to tie in with plans for the proposals to upgrade the golfing facilities at the site and the road is a 60mph limit, Councillors **agreed to object** to the application.

19.128.5 ESS/01/18/CHL - Land at Sheepcotes Farm, Sheepcotes Lane, Little Waltham - The construction of an agricultural reservoir involving the extraction, processing and exportation of sand and gravel and soils; the erection and use of an on-site processing plant with ancillary facilities; and highway and access improvements Together with the construction of an associated irrigation pipeline from the proposed abstraction point (River Chelmer at Langleys, Great Waltham) – Updated Transport statement and revised access arrangements – Councillors considered the updated transport statement. Concerns were raised as to how HGVs which the planning documentation states will number from 25 to 100 a day will safely access the site from the busy road with a high-speed limit. Concerns were raised as to whether the proposed central island would in fact prevent

vehicles from turning right into the facility and the design does not appear to take into account the positioning of the current layby. In view of those facts that the fact that there is insufficient detail in the plan Councillors **agreed to object** to the application.

19/129 Planning Results

The following results were **noted** -

19/129.1 APP/1525/W/18/3212905 – Appeal against decision to refuse permission for proposed conversion of barn to annexe – **Dismissed**

19/129.2 19/00653/ADV - Chelmer Valley Park and Ride, Essex Regiment Way, Little Waltham - Internally illuminated digital advert on the real-time passenger information screen located at the bus stop - **Permitted**

19/130 To consider issues relating to the Chelmsford City Council Local Plan

The plan continues to be considered by Chelmsford City Council. There is no further news from Bloor Homes regarding consultation with the community in relation to their proposals for the site at Blasford Hill.

19/131 Correspondence

19/131.1 Essex County Council

31 May 2019

Highway highlights bulletin

21 June 2019

Information on traffic survey at Domsey

Lane

24 June 2019

Information about closure of Cranham Hall Lane

19/132.2 Chelmsford City Council

30 May 2019

Invitation to Civic service

19/133.3 Other

3 June 2019

Invitation to attend Chelmsford City Council members council meeting

19 June 2019

Information about Buckingham Palace Garden Party awards

And usual bulletins.

19/133 Amenities Working Party Report

19/133.1 To consider quotations for tree maintenance work

The Clerk presented three quotations for work required under the health and safety tree inspection and Councillors **agreed** to instruct JCM Services to carry out the work.

19/133.2 To consider play area upgrade project

The Clerk provided a summary of the survey responses in relation to the tennis court which were quite mixed. In view of that fact Councillors **agreed** to progress a project which keeps the court but adds goal ends including a basketball hoop each end and a couple of pieces of outdoor gym equipment. Before deciding on how to treat the surface to obtain quotations for the cleaning of the surface. To obtain quotes to enable the grant application to be submitted.

It was noted that the football netting is torn so quotes to be obtained for consideration at a future meeting. For the sake of clarification, it was agreed to ask MD Landscapes to cut the grass at the side of the fence by the entrance to Brook Hill forthwith. Also, to ask DW Maintenance to trim back the vegetation on the Brook Hill banking. It was noted that someone is using the bus shelter near Chatham Green as a toilet. Once cleaned it was **agreed** that the bin is moved outside the shelter.

19/133.3 To consider issue of dog bin

As the suggested location of the bin is on a Public Right of Way maintained by Essex County Council it was **agreed** to ask Essex to pay for the installation of a bin in that location.

19/134 Financial Matters

19/134.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (June 2019)	407.55	0.00	407.55
HMRC	PAYE (June 2019)	97.40	0.00	97.40
Essex Pension fund	pension contribution (June)	142.62	0.00	142.62
Clerk	expenses	97.28	0.00	97.28
A K Hobson Ltd	bus shelter repair	130.00	26.00	156.00
Paul Clark Printing	Printing of magazine	480.00	0.00	480.00
Paul Clark Printing	Distribution of magazine	200.00	0.00	200.00
Mr Fuller	Gardening	48.00	0.00	48.00
MD Landscaping	Grass cutting	265.70	53.14	318.84
DW Maintenance	Gardening and litter picking	344.50	0.00	344.50

19/134.2 Current account balance to be reported at the meeting.

The Clerk reported the balance as at todays date to be £33,360.87

19/134.4 Early consideration of strategy statement

Councillors **agreed** to set up a survey to ascertain residents' priorities to enable a new strategy statement to be put together

19/135 Clerk's Report

The Clerk reported as follows –

1. The Little Waltham speed watch group will be taking part in the surround the town event on 28 June 2019.
It was noted that 9 vehicles had been clocked in a period of just over an hour from 2.30pm to 3.35pm often travelling over 40mph.
2. I have noted that either a City Councillor or County Councillor has requested a 'warning children crossing' sign for Back Lane near Belsteads School and this is in the course of being validated by the Local Highway Panel.
3. Validation has been provided by the Local Highway Panel to enable Essex County Council to carry out improvement works to pathway 28 in the Parish to improve the surface and drainage.

4. There is no mention in the list of schemes to be considered for speed restrictions to be considered in the village centre so it would appear not to have been validated following the recent speed surveys.
5. Chelmsford City Council has confirmed receipt of the petition for a Community Governance Review but is considering if it would be more expedient to carry this out in conjunction with the forthcoming review of polling districts.
6. I will be undertaking two webinars in July regarding the new website accessibility regulations that come into force shortly and will impact upon the requirement for Parish Council websites and will report further to you as to specific requirements for the Parish Council website.
7. Regarding the outstanding repair of the three bridges on footpaths in the Parish, Essex County Council has passed the matter to the City Council to resolve. I have therefore approached Councillor Knights to ask him to bring pressure to bear to enable the matter to be resolved as soon as possible.
8. I have heard back from the gentleman who complained about cars parking on the greensward by Chapel Drive who advises me that he does not own the fence but has suggested wooden bollards along the grassed area. Let me know if you wish this to be added to a future agenda.
It was noted that a particular delivery driver who delivers to the GP surgery regularly parks on the grass. Details to be passed to the practise manager. Also, a Parish Council contractor has been noted parked on the grass and will be advised not to do so.
9. The broken window in the bus shelter opposite the White Hart has now been repaired.
10. Each month I will keep you updated with matters that do not require action at this point in time by the Parish Council but need to be noted as ongoing. This month I can advise

Item	Actions awaited	Date raised
Local Highway Panel – 30mph zone at Chatham Green loop	Local Highway Panel has included this in potential works list for a feasibility study	December 2016
Repair of three bridges over streams in the Parish	Matter referred to Chelmsford City Council to resolve.	February 2018
Repair of pavements	Reported to Councillor Aldridge and awaiting confirmation as to the plans of Essex County Council	March 2019
Community Governance Review	Chelmsford City Council wish to progress within a larger review of boundaries in the City Council area	April 2019

The flood grant information obtained by the Clerk will be publicised to residents on social media and in the Parish magazine.

The invitation to view the progress of the Beaulieu development will be accepted and Councillor Williamson and the Clerk to attend.

The report was otherwise **noted**.

19/136 To consider the issue of Section 106 payments to this Parish

Further to the discussions at the last meeting the Chairman has written to the leader of Chelmsford City Council in relation to the issue.

19/137 Affordable Housing Project

Dealt with earlier in the meeting.

19/138 To consider matters relating to the Allotments

It was noted that issues with the water meter have been resolved. The Clerk continues to try and contact the gentleman from the Orchard Trust regarding free trees. The grant application to the Calor Fund has been unsuccessful as it did not receive sufficient votes. Councillor Kingham has met with the senior allotment tenant and the annual tenants meeting will take place on 16 July.

Regarding the recreation grounds allotments work will recommence shortly to clear the site. Councillors **agreed** that MD Landscapes be instructed to regularly cut the grass and nettles in front of the site.

19/139 To consider Neighbourhood Watch in the Parish

Councillors **agreed** to promote the scheme on social media channels and in the Parish magazine.

19/140 To consider participation in Essex County Council Salt bag scheme

Councillors **agreed** to participate in the scheme and seek volunteers.

19/141 To consider issue of defibrillators in the Parish

19/141.1 To approve contract regarding the transfer of the red telephone box from the Community Heartbeat Trust to the Parish Council

Councillors **approved** the documentation and the transfer of the asset to the Parish Council.

19/141.2 To consider the issue of acquiring defibrillators in other locations in the Parish

It was requested that the Clerk obtain quotes for solar powered and electricity powered defibrillators so consideration may be given to locating more defibrillators in the Parish.

19/142 To consider issue of commemorative events for VE day in May 2020

Councillors **agreed** to seek residents' input in the next edition of the Parish magazine.

19/143 To consider Highway issues

19/143.1 To consider representations to be made in relation to layout of roundabout at Essex Regiment Way in the vicinity of the McDonalds store

As well as motorists using the left-hand lane to drive straight ahead thus conflicting with other traffic, it was noted that there has been a substantial amount of queuing traffic from Channels Drive to join Essex Regiment Way which may lead to congestion on the future radial distributor road. A suggestion was made as to having a filter lane although it was not clear if there is sufficient room on the roundabout. Councillors **agreed** to raise the concerns with Essex Highways.

19/143.2 To consider issue of congested traffic in Little Waltham village

The issue was discussed but it was noted that the survey of residents revealed that residents are opposed to yellow lines or any other form of traffic restriction in the village. It was agreed to continue to promote speed watch to try and find more volunteers to this may take place more frequently.

19/144 To consider issues regarding upgrade of bus stop adjacent to Winckford Close

Essex Highways had advised that Local Highway Panel money is available to replace the existing shelter. In response to questions raised by Essex County Council, Councillors **agreed** the following responses – to approve the wooden ‘Surrey’ style shelter and agree that it may be brought forward a little to enable users’ better visibility for approaching buses. It was noted that Essex will ensure the height of the seat is maintained (as it had been adjusted to assist older users). Once the work is completed the Parish Council will take ownership of the shelter.

It was noted that the Sports and Social Club would like to use the old shelter as a football dug out. This is acceptable to Essex provided the club make the removal arrangements. Councillor **agreed** that the shelter may be donated to the club as they state they have the ability to move the shelter.

19/145 To consider representations in relation to the Essex County Council Green Essex Strategy

Councillors **agreed** to raise the following issues – to support a green agenda within the planning strategy, to raise the issue of how a community can support the green strategy, to state that more information is required as to how a green walking strategy may work and with reference to the matter of green walls to state that this should mean that planning authorities should support the retention of hedges at boundary features rather than permitting their removal in favour of concrete walls.

19/146 To receive an update regarding Cricket Club fencing and leasehold arrangements

Dealt with earlier in meeting.

19/147 Matters to be raised by members for the next agenda.

The next meeting will deal predominantly with planning issues. It may be necessary to change the date of the September meeting as the Chairman will be attending the planning committee at Chelmsford City Council.

Meeting concluded at 9.20pm