LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 5 March 2019 at 7:30pm in the Tufnell Hall

Present:	Councillors	Malcolm Taylor (Chair)
		Tony Campen
		Mark Goff
		Jackie Ketley
		Teresa Dando
		Antony Kingham
		Barbara Denny
	Clerk	Suzanne Walker
	County Councillor	Councillor Aldridge
	No members of the public were present	

Meeting commenced at 8pm

As both the Chairman and Vice-Chairman were not available to attend the meeting it was **agreed** that Councillor Taylor chair the meeting.

19/43 Apologies
Received from Councillors Robertson and Brown and City Councillor Raven.

19/44 Declarations of Interest
Councillor Ketley declared a non-pecuniary interest in agenda item 19/56 as she is acquainted with persons to whom part of the agenda item relates.

19/45 Consideration and approval of Minutes 5 February 2019
The minutes of the meeting held on 5 February 2019 were formally **approved** by Councillors as a correct record and were signed by the Acting Chair.

19/46 Public Forum- to receive any representations from the public
Councillor Aldridge reported that the budget has been set by Essex County Council and includes an amount set aside for pavement defects and the Parish Council may report any specific concerns via him. He is awaiting a response from First Bus regarding bus issues previously raised. The library consultation continues although there will be a motion considered next week by the County Council in relation to keeping all libraries. He continues to press for the issue of a crossing over Essex Regiment Way to be considered. He will continue to press for the issue of the fly tip near the school to be resolved.

19/47 New Planning Applications
19/47.1 19/05227/CAT - 58 The Street, Little Waltham - Horse chestnut - Fell - Reason: Too close to the building and the roots are possibly causing structural damage – **No comments**
19/47.2 19/05506/CAT - 93 The Street, Little Waltham - 2no. Junipers - South side house - Fell - Reason: Trees are damaging patio – **No comments.**

19/47.3 19/00154/FUL - Greenways, Whitbread Farm Lane, Chatham Green, Little Waltham – proposed detached cart lodge and log store – **No comments**
19/47.4 19/00132/FUL - Blenheim Cottage, Back Lane, Little Waltham – proposed conservatory extension to rear – **No comments**
19/47.5 19/00131/FUL - Blenheim Cottage, Back Lane, Little Waltham – change of use from residential garage to physiotherapy clinic (D1) – It was noted that the application is supported by local medical professionals. **No comments**
19/47.6 18/02099/FUL - Outbuilding at Spartigans Hall, Leighs Road, Little Waltham - Conversion of existing outbuilding to new dwelling with all associated works. – **Agreed** to support comments from Essex Highways in relation to access to the property and parking provision. Also, as the proposals are to provide modest single storey living accommodation for low cost rent or entry level acquisition to submit that the building should be only for that purpose and no larger than the existing footprint of higher than the existing building.
19/47.7 19/00017/FUL - Site at Wheeler's Hill, Little Waltham – demolition of existing kennels – construction of single storey dwelling – **Agreed** to support the comments of Essex Highways in relation to access to the property and requirements for a turning circle and public health requirement for a contamination report and ask for a requirement for 3 parking spaces.
19/47.8 19/00018/FUL = Site at Wheeler's Hill, Little Waltham - Demolition of 3 storage buildings and the construction of 4 detached houses with all associated works – **Agreed** to support the comments of Essex Highways in relation to access to the property and requirement for a turning circle but to suggest parking provision should be made for 3 vehicles in view of size of proposed property.
19/47.9 19/00016/FUL - Site at Wheeler's Hill, Little Waltham - Conversion of existing barn into a new dwelling, including a front porch extension, front and rear dormers and all associated works – **Agreed to object** on the basis that Essex Highways do not consider that the access to the property is unacceptable.
19/47.10 19/02574/NAMPRO - Land south of Broadfield, Main Road, Little Waltham – proposal to name new dwelling Orchard Cottage – **no comments**
19/47.11 19/05026/TPO - Boscombe, Cranham Road, Little Waltham - (All within area W1) T4 - Ash - Remove lowest branch - Reason: Give clearance to railings; T9 - Oak - Coppice to previous points Reason: Decay cavity in lower stem; T10A - Oak - Remove two low branches - Reason: Give clearance to railings; T11 – Oak - Cut ivy to base – **No comments**
19/47.1219/05511/CAT - The Lilliepad, Brook Hill, Little Waltham - Lleyandii Cypress - Remove all lower branches to main stem to a height of 5m to give clearance to driveway; Conifer hedge and Loral hedge - Opposite side of drive - Trim by 5m - Reason: Trees blocking access to driveway and property – **No comments**

19/48 Planning Results
The following planning results were **noted -**
19/48.1 18/01349/OUT - Land South of Runnymede Cottage, Main Road, Little Waltham - Low Carbon development of 12 detached dwellings (Outline application with only
landscaping reserved) – **Permitted**
19/48.2 18/01811/FUL - Little Belsteads, Back Lane, Little Waltham - Proposed new building for severe learning difficulties in conjunction with existing Little Belsteads School on site – **Refused**

19/48.3 18/02068/FUL - Greenways, Chatham Green, Little Waltham – replacement front boundary wall – **Refused**
19/48.4 19/02574/NAMPRO - Land south of Broadfield, Main Road, Little Waltham – proposal to name new dwelling Orchard Cottage – **Address confirmed as Orchard Cottage.**

In addition Councillors asked the Clerk to obtain an update in relation to works to the entrance at Hallfield House and also a new access to Little Channels that appears to have been constructed.

19/49 To consider issues relating to the Chelmsford City Council Local Plan
19/49.1 To receive report regarding progress of potential development adjacent to Woodhouse Lane
It was confirmed that meetings have taken place with Broomfield Parish Council and the neighbourhood plan group plus Bloor Homes in relation to potential development adjacent to Woodhouse Lane. The proposals are at very early stages.

19/50 Correspondence
19/50.1 Essex County Council

30 January 2019	Highway Highlights bulletin
7 February 2019	Information about Bus Lane Highway Order
14 February 2019	Information from Cllr Aldridge regarding issue of Essex Regiment Way crossing
14 February 2019	Update on roadworks to Nabbots roundabout

19/50.2 Chelmsford City Council
None.
19/50.3 Other

31 January 2019	Police statistics update

Usual bulletins

19/51 Amenities Working Party Report
19/51.1 To note information about booking of 'Play in the Park' event within the Parish.
'Play in the Park' will take place on 9 and 17 April. Due to a delay in the Memorial Hall confirming toilet availability no sessions remained to book for summer.
19/51.2 To consider quarterly play area inspection
The quarterly inspection report was **noted.** It was requested that clarification be sought from the inspector as to when the swing chains need to be replaced.

19/52 Financial Matters

19/52.1 Payments for approval

The following payments were **approved –**

Payee	Item	£	VAT	Total
Clerk	Salary (Feb 2019)	600.12	0.00	600.12
HMRC	PAYE (Feb 2019)	158.03	0.00	158.03
Essex Pension fund	pension contribution (Feb)	197.09	0.00	197.09
Clerk	expenses	90.90	0.00	90.90
Sports and Social Club	room hire	114.00	0.00	114.00
Seagrave Inspections	Play area inspection	98.00	19.60	117.60
Lambert Smith Hampton	Allotment rent	77.00	0.00	77.00
Chelmsford City Council	Recreation grounds rent	30.00	0.00	30.00
Glasdon UK Ltd	Bin	62.81	12.56	75.37
DW Maintenance	gardening and litter picking	290.00	0.00	290.00

19/52.2 Current account balance to be reported at the meeting.

The bank balance was reported to be £34,604.56

19/52.3 To consider and approve the asset schedule

The asset schedule was **approved.**

19/52.4 To consider any representations in relation to the allocation of Section 106 payments to this Parish

Awaiting a response from Councillor Raven on this issue.

19/53 Affordable Housing Project

No update.

19/54 Clerk's Report

The Clerk reported as follows –

1. The large pothole in Church Hill has now been repaired.

2. On 9 February 2019 I attended a meeting in relation to potential development near Woodhouse Lane with Councillor Robertson.

3. Despite sending another email to Councillor Bentley regarding issues of the use of bus lanes and traffic conflict on Essex Regiment Way I have still not received a response.
   A response was received yesterday and circulated to Councillors. Councillor Bentley stated that the use of the bus lanes by buses would be monitored.

4. I have contacted all members of the Speed Watch group who went out on 26 February for a session.

5. I contacted the local highways officer with the speed survey data and await a response.

6. In relation to a large fly tip on The Street near the school you will be aware that Essex County Council and Chelmsford City Council disagree as to which authority should clear it up. The matter has been referred to their respective

legal departments and I continue to liaise with the County and City Councillors.

7. On 25 February I attended a Clerk's briefing at Chelmsford City Council in relation to the forthcoming election.

8. 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	Awaiting Local Highway Panel	December 2016
Local Highway Panel – 20mph zone in village	Awaiting Local Highway Panel	May 2017
Local Highway Panel – improvements to bus stop at Blasford Hill	Awaiting Local Highway Panel	October 2017
Repair of three bridges over streams in the Parish	Awaiting response from Essex County Council	February 2018
Community Governance Review	Awaiting response from Chelmsford City Council	December 2018

It was noted that the Clerk has booked 2 spaces at the Transport meeting on 4 June 2019. Councillors requested the Clerk obtain an update regarding the repair of the bridges. The report was otherwise **noted.**

19/55 To receive an update regarding Cricket Club fencing and leasehold arrangements

The Clerk has been in communication with the officer at Chelmsford City Council in relation to the terms of the new lease and the extent of land to be leased. A substantive response is expected next week to enable the matter to move forward.

19/56 To consider matters relating to the Allotments

In relation to the allotments behind the recreation grounds a site visit was carried out which shows that the boundary on the ground does not measure the same as the boundary dimensions on the new lease plan so the issue has been referred to Chelmsford City Council to resolve.

In relation to Blasford Hill allotments the work to upgrade the water supply is imminent, the Scaffolding Company has agreed to repair the wall and there is just one full size plot vacant at present. The Clerk is awaiting feedback from the tenants as to which variety of apple trees are required for the orchard which may then be ordered from the Orchard Trust. In addition, the Calor Fund is now open for applications so the Clerk will submit an application with a view to repairing the fence.

19/57 To consider Parish Cleansing issues

19/57.1 To review arrangements for the next Community litter pick

All agreed. Just need confirmation from McDonalds as to the arrangements on the day for the complementary food.

19/57.2 To consider participating in the Parish Cleansing Day initiative

To request litter picking on B1008 and Back Lane and also to chase up the fly tip

19/58 Matters to be raised by members for the next agenda.

Usual carry forward items plus the issue of the swing chains and the S106 payments.

Meeting concluded 20.58