

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 4 February 2020 at 7:30pm in the Tufnell Hall

Present: Councillors Edith Robertson (Chair)
Barbara Denny
Rupert Watson
Clerk Suzanne Walker
City Councillors Councillors Knight and Daden

3 members of the public were present and a representative from RCCE.

Meeting commenced at 7.30pm

20/22 Apologies

Received from Councillors Williamson, Tron, Kingham and Eve.

20/23 Declarations of Interest

None.

20/24 Consideration and approval of Minutes 7 January 2020

The minutes of the meeting of 7 January 2020 were formally **approved** by Councillors as a correct record and were signed by the Chairman.

20/25 Public Forum- to receive any representations from the public

A resident spoke with his concerns regarding the proposed development by Bloor Homes at Blasford Hill. His concerns related to the high density of development and the impact upon traffic within the Parish and in particular rat running through the village. He was also concerned as he understands that Channels intent to add 20 extra bays at the golf course and the impact of floodlighting and light pollution for the village and asked for controls to be requested if such an application were to be forthcoming.

A resident spoke with concerns in relation to the Bloor Homes development and its impact upon Woodhouse Lane and North Court Road. She also provided comments on the 3 proposals to restrict traffic along those roads. She felt it important that the new road is built prior to the houses being completed to ease traffic pressures.

Councillors **agreed** to deal with that planning application at this stage of the meeting

20/26.2 20/0001/MAS - Strategic Growth Site North of Woodhouse Lane

Broomfield - Masterplan for around 450 new homes, neighbourhood centre, early years and childcare facility, local open space and associated access and highway infrastructure including a new access into Broomfield Hospital

Councillors expressed concerns over the fact that the intention remains that the road is for hospital employees only. If there is to be 450 new houses and the increased traffic that will be produced then there should be a relief road for all to use. There are concerns as to the engagement by the hospital and when the road will be built linking any new road into the hospital estate. Issues to be raised in relation to the new junction which will still need to be approved by Essex Highways and the need

for a crossing not just for children walking to school but also to allow those using the buses to cross the road being an issue already raised by residents. There are concerns regarding the phasing set out in the Bloor Homes document which states that the road will not be completed until years 7-10 of the project when the preference is that it is built at the start of the development. There is also a concern as to whether a neighbourhood centre would be viable and who would be responsible for ownership and upkeep. It was **agreed** that all the issues will be submitted to the City Council in response to the consultation.

20/26 New Planning Applications

20/26.1 19/02077/FUL - Kepouroikos, Domsey Lane, Little Waltham - Single storey rear extension and first floor extension with raising of the roof – **No comment.**

20/26.2 20/0001/MAS - Strategic Growth Site North of Woodhouse Lane Broomfield - Masterplan for around 450 new homes, neighbourhood centre, early years and childcare facility, local open space and associated access and highway infrastructure including a new access into Broomfield Hospital – **to submit representations** as set out above.

20/26.3 19/02104/FUL - Channels Golf Club, Belsteads Farm Lane, Little Waltham - Proposed single storey front and rear extensions, with associated landscaping works – **No Comment.**

20/26.4 19/02105/LBC - Channels Golf Club, Belsteads Farm Lane, Little Waltham - Proposed single storey front and rear extensions, alterations to existing building with associated landscaping works – **No Comment**

20/26.5 NATTRAN/E /S247/4049 - Channels Cottage, Belstead Farm Lane, Little Waltham – stopping up of part of highway – **No Comment.**

20/26.6 20/00056/ADV - McDonalds Restaurants Ltd 5 Regiment Business Park Eagle Way Little Waltham - Installation of internally illuminated 4No. digital freestanding signs and a digital booth screen - **No Comment.**

20/26.7 20/05511/CAT - 98 The Street, Little Waltham - Pine (T1 on plan) - Fell - Reason: Clay shrinkage subsidence damage – **No Comment.**

20/27 Planning Results

The following planning results were **noted** -

20/27.1 E4052 – Order to stop up part of road at Albatross Way - **Granted**

20/27.2 19/05210/TPO - 71 The Street, Little Waltham - T1 - Silver Birch - Reduce crown by approx. 2m to previous reduction points - Reason: To keep with managed regime schedule – **Permitted**

20/27.3 19/05612/CAT - 105 The Street, Little Waltham - Christmas tree - located at side of the house - Fell - The tree is now quite large and is now encroaching on the house and the space around it. Also, the wall beside it is now unable to dry out and the roots could damage the house if left to grow even larger – **No objection**

20/27.4 19/01898/FUL - Little Gatsby, Chatham Green, Little Waltham – proposed garage/cart lodge attached to front of existing annexe – **Permitted**

20/27.5 14/01019/S73 - The Wilderness, Leighs Road, Little Waltham - Variation of condition 4 of approved planning permission 14/01019/FUL - (The development hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling house). Continuation of current letting to allow consecutive renewable 3-month periods – **Refused**

At this point in the meeting Councillors **agreed** to deal with the following agenda item

20/34 Affordable Housing Project

A representative from RCCE provided a summary of the Housing Needs Survey recently carried out. The response rate was low but similar to the same survey carried out a few years ago. Need was demonstrated but as there are more people on the housing register for this Parish than responded it was difficult to identify the precise need. Respondents demonstrated an interest in owning at least a portion of a home rather than simply renting. House prices in the Parish far exceed the means of those in need to such an extent that some feel they may need to move out of the Parish to secure a home even though they would like to stay. Affordable homes in new developments are open to all those in the Chelmsford District and it was recommended that it would be desirable to have a scheme for those with a local connection. Any shared ownership scheme would only allow an owner to staircase up to 80% of the value of the house to allow it to remain available for future need. It was recommended that a meeting be convened with the Parish Council, the RCCE and Chelmer Housing Partnership who are undertaking the scheme to be clear on the precise number of unit and the tenure required. This will enable Chelmer Housing Partnership to put together proposals which would then be put out for public consultation. Councillors **agreed** that a meeting is organised.

20/28 To consider issues relating to the Chelmsford City Council Local Plan

No further updates.

20/29 Correspondence

20/29.1 Essex County Council

10/1/20 Information about Essex Coast Recreational Disturbance Avoidance & Mitigation Strategy

13/1/20 Information about temporary closure of Wheeler's Hill

27/1/20 Information regarding roadworks along Chelmer Valley Bridge Way

27/1/20 Information about temporary closure of Chatham Green for street works

20/29.2 Chelmsford City Council

None.

20/29.3 Other

13/1/20 RCCE Newsletter

15/1/20 Invitation to NHS event

27/1/20 Update on Stansted Airport planning application

And usual bulletins

20/30 Amenities Report

20/30.1 Update on grant applications

The application to the Tom Amos charity has been completed and will be submitted this week.

20/30.2 To confirm arrangements for Community Litter Pick

It was **agreed** that on the proviso that leaders can be found the community litter pick may be extended to cover Channels.

A quotation for the repair of bolts at the tennis court was **approved**.

20/31 Financial Matters

20/31.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Jan 2020)	415.27	0.00	415.27
HMRC	PAYE (Jan 2020)	99.60	0.00	99.60
Essex Pension fund	pension contribution (Jan)	145.53		0.00
	145.53			
Clerk	Expenses	180.63	0.00	180.63
DW Maintenance	Gardening and litter picking And allotment work	653.00	0.00	653.00

20/31.2 Current account balance to be reported at the meeting.

As at 4 February 2020 the balance stands at £38,352.23

20/31.3 To receive quarterly financial report

The report to 31 December 2019 had been circulated and was **approved**.

20/31.4 To consider the Financial Risk Assessment

The financial risk assessment was considered and **approved**.

20/32 Clerk's Report

The Clerk reported as follows –

1. The Councillor training event will be taking place on 18 February 2020 at the Tufnell Hall. A representative from the Tufnell Hall will open and close the hall.
2. I have booked the Community Litter Pick for 28 March 2020 and the McDonalds store will provide a free lunch.
3. I am due to attend a meeting with the school, plus officers from the Parking Partnership and Essex County Council on 29 January 2020 regarding parking issues and will report back on the outcome at the meeting.

The Clerk had provided a report on the meeting where various initiatives had been suggested by the representatives from the South Essex Parking Partnership and Essex County Council including a car share scheme to try and bring less vehicles into the village. The school had agreed to engage with those initiatives and progress will be advised in due course. It was **agreed** that an article may be included in the next Parish magazine promoting the 3PR scheme and asking for volunteers to assist the school.

4. The school has advised that they are not proceeding with the proposed federation with Ford End School

5. 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
Community Governance Review	Chelmsford City Council wish to progress within a larger review of boundaries in the City Council area	April 2019
Local Highway Panel – Scurvy Hall Lane barriers	Submitted to the highway panel on 14 October 2019 – validation awaited	October 2019
Local Highway Panel – application for a crossing at Ash Tree Corner	Submitted to the Highway Panel on 13 November 2019 – validation awaited	November 2019
South Essex Parking Partnership – application for yellow lines on the junction of the B1008 and The Street by the school	Submitted to the South Essex parking Partnership on 20 November	November 2019

The report was **accepted**.

20/33 To consider GDPR issues including consideration and approval of data audit

The data audit was considered and **approved**. It was agreed to pay for a subscription for an SSL certificate for the website. The GDPR checklist provided for Parish Councils by the Information commissioner was considered. In view of the recommendations the Clerk was requested to enquire if Parish Council specific email addresses can be set up for Councillors. The Information security document for Councillors to be updated to cover issues surrounding the use of personal devices.

20/34 Affordable Housing Project

Dealt with earlier in meeting.

20/35 To consider matters relating to the allotments

It was **noted** that the upgrade work for the recreation ground allotments has been completed and all 6 new plots have now been let and there are two people on the waiting list.

Regarding the Blasford Hill allotment site the inspection was **noted**. In addition it was **agreed** to purchase 2 tonnes of loose cement for the allotment holders to use to repair the pathway. It was noted that BT has erected a telegraph pole on the site without the consent of either the Parish Council or the landlords Essex County Council. The County Council had asked for the Parish Council to consider if it wishes action to be taken. It was **agreed** that at least a wayleave payment should be made by BT to maintain the pole on the land and to respond to Essex County Council accordingly.

20/36 To consider the hosting of an event to commemorate the anniversary of VE Day

The Clerk and Councillor Denny had met with representatives from the Memorial Hall and the vicar to discuss arrangements. As a result, the Clerk had put together an 'action points' checklist which had been circulated to all. In particular Councillors **agreed** to cover the cost of the order of service, the St John's Ambulance attendance, the paper plates, cups and napkins and bunting and to **authorise** the submission of a grant application to the Micro grant fund for mugs for the event which can then be used by community groups. It was noted that the printer will produce flyers free of charge in exchange for advertising on the rear and the Tesco Great Notley store will provide free tea, coffee, juice, milk and sugar provided it received acknowledgment for this fact. It was also **agreed** to apply for a road closure.

20/37 To receive update regarding Cricket Club and leasehold arrangements

Councillor Robertson and the Clerk had attended a meeting with Councillor Knight and officers from Chelmsford City Council to progress the arrangements for the lease. They had been advised that the license agreement had been sent out to the Cricket Club. A site meeting will be taking place next week to formalise arrangements in relation to the boundary. In addition, the Clerk had been contacted by the secretary to Shalford village hall who had been contacted by the Club who stated that they are seeking a new ground on which to play cricket. This development will be notified to the City Council.

20/38 Matters to be raised by members for the next agenda.

Affordable Housing. In addition, Councillor Daden advised that she will forward to the Clerk information about local neighbourhood watch and knife crime talks and she is in favour of youth facilities and hoped this may be discussed within a future agenda.

Meeting concluded at 8.44pm.