

# LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 3 March 2020 at 7:30pm in the Tufnell Hall

Present: Councillors Edith Robertson (Chair)  
Antony Kingham  
Barbara Denny  
Michael Eve  
Clerk Suzanne Walker  
County Councillor Councillor Aldridge  
No members of the public were present

Meeting commenced at 7.30pm

## **20/39 Apologies**

Received from Councillors Tron, Williamson and Watson and also City Councillors Steele and Knight.

## **20/40 Declarations of Interest**

None.

## **20/41 To Co-opt a new Councillor**

To be considered at next meeting.

## **20/42 To consideration and approval of Minutes 4 February 2020**

The minutes of the meeting of 4 February 2020 were formally **approved** by Councillors as a correct record and were signed by the Chairman.

## **20/43 Public Forum- to receive any representations from the public**

No members of the public were present. Councillor Aldridge confirmed that there has been correspondence to resolve the issue with the gate at Scurvey Hall Lane. He also reported that it appeared that progress could be made regarding the Pegasus crossing over Essex Regiment Way and the County Council referred the issue to the City Council who have advised that there is a problem with the gas station which had been thought to be overcome so John will follow up and report back. Essex County Council have an action plan in relation to the issue of Covid-19 in the County. The Community Initiatives Fund is again open for applications. A meeting has been convened with the planning officer at the City Council regarding concerns regarding Bloor Homes' application to develop at Blasford Hill, with the link road and its progress into the Hospital site being a particular concern. Mention was made of a new scheme for kerb stones using recycled tyres. More information is expected shortly regarding the progress of the North East bypass and the new railway station.

## **20/44 New Planning Applications**

20/44.1 19/01267/OUT - Land south of Runneymead Cottage, Blasford Hill, Little Waltham - Development of 13 dwellings. (Outline application with only landscaping reserved) -Amendments to application submitted – **No Comment**

20/44.2 20/05512/CAT - 2-6 Brook Hill, Little Waltham - TG4 Tree group of mixed species - Eucalyptus - Fell - Reason: Clay shrinkage subsidence damage at

neighbour 98, The Street – It is considered the matters raised are a matter for a professional arboroculturalist so **no comments** to be submitted.

20/44.3 20/00115/LBC - 29-31 The Street, Little Waltham - Replacement of first floor timber window due to frame becoming rotten. Replacement timber window to same dimensions and fenestration pattern, but double-glazed, dispensing with unsightly secondary glazing currently installed – **No Comments**

20/44.4 20/00071/OUT - Land east of 1 – 5 Eagle Way, Little Waltham - Outline application for B2/B8 Units with associated parking, servicing and landscaping with some matters reserved – Councillors expressed concerns as to the increased traffic that will use the roundabout from Essex Regiment Way and whether the design of the roundabout is able to cope. There is also a concern regarding the ability of delivery lorries to access the site and potential noise nuisance in relation to night time deliveries. Also there is no information as to trading hours. It was **agreed** to raise those comments in relation to the application and to mention that it has also been noticed that the appendix of one of the planning documents was not printed in English.

20/44.5 20/00171/OUT - 6 Sorrell Close, Little Waltham - Proposed two storey side extension with associated internal alterations and covered porch - **No Comments**

20/44.6 20/00157/FUL – The Old Alehouse, Blasford Hill, Little Waltham – construction of detached annexe – **Agreed** to comment that the new annexe should only be used in conjunction with the existing dwelling.

20/44.7 20/00158/LBC – The Old Alehouse, Blasford Hill, Little Waltham – construction of detached annexe - as per the main application above.

## **20/45 Planning Results**

The following results were **noted** -

20/45.1 19/01805/FUL - Oakvale, Domsey Lane, Little Waltham - Replacement dwelling and revised site layout - **Permitted**

20/45.2 19/01838/REM - Land at Great Oaks, Main Road, Little Waltham - Reserved matters application for the demolition of an existing workshop building and construction of a new dwelling. All matters to be considered – **Permitted**

20/45.3 19/01885/FUL - Channels Lodge, Belstead Farm Lane, Little Waltham - Construction of single storey link extension between hotel accommodation and management hub – **Permitted**

20/45.4 19/01886/LBC - Channels Lodge, Belstead Farm Lane, Little Waltham - Construction of single storey link extension between hotel accommodation and management hub – **Permitted**

20/45.5 19/01952/FUL - Site at Rolph's Farm, Blasford Hill, Little Waltham - Demolition of existing agricultural buildings. Construction of a new dwelling with associated landscaping and car parking area – **Refused**

20/45.6 19/02020/FUL - Blehheim Cottage, Back Lane, Little Waltham - Proposed open cart lodge/garage with garden equipment store – **Refused**

20/45.7 19/02058/FUL - Peverels Farm, Domsey Lane, Little Waltham - Proposed two storey rear and single storey side extensions and internal alterations to farmhouse – **Permitted**

20/45.8 19/02059/LBC - Peverels Farm, Domsey Lane, Little Waltham - Proposed two storey rear and single storey side extensions and internal alterations to farmhouse – **Permitted**

20/45.9 19/02077/FUL - Kepouroikos, Domsey Lane, Little Waltham - Single storey rear extension and first floor extension with raising of the roof – **Permitted**

**20/46 To consider issues relating to the Chelmsford City Council Local Plan**

It was noted that the plan has now been approved by the Inspector and is due to be considered at the end of the month for adoption by Chelmsford City Council.

**20/47 To consider response to consultation regarding the Essex County Council (A1016 Chelmer Valley Road, A130 Essex Regiment Way and various side roads, Chelmsford) (40MPH & 50MPH Speed Limit) Order 202**

In relation to the proposal to reduce the speed limit from 60mph to 50mph along Essex Regiment Way and Chelmer Valley Road – **No objection**

It was noted that corners of Channels Drive which include the entrance to Eagle Way and also the corner of Regiment Gate are marked as being 50mph. In view of the fact that Channels Drive in particular is adjacent to a roundabout and the narrow entry point to both Channels Drive and Eagle Way this does not appear workable and it was **agreed** to submit comments accordingly.

**20/48 Correspondence**

**20/48.1 Essex County Council**

3/2/20	Update regarding Army and Navy roundabout works
7/2/20	Information about temporary closure of Braintree Road.
10/2/20	Sheepcotes Roundabout closures
10/2/20	Highway Highlights update
12/2/20	Information on bus lanes
17/2/20	Information about closure of Sheepcotes roundabout
20/2/20	Information about speed limits along Essex Regiment Way and Chelmer Valley Way
25/2/20	Update on crossing of Essex Regiment Way

**20/48.2 Chelmsford City Council**

29/1/20	Information about City Council 'Spring into action' campaign
29/1/20	Information about City Council actions on climate change

**20/48.3 Other**

7/2/20	Information about NALC lobbying day
25/2/20	Information of Fire Service consultation

Usual bulletins

**20/49 Amenities Report**

**20/49.1 To confirm arrangements for Community Litter Pick**

It was confirmed that the litter pick in the village and a litter pick at Channels will take place on 28<sup>th</sup> March 2020. The Clerk provided Councillor Kingham with the Risk Assessment and confirmed it has also been sent to the leader of the Channels litter pick. A certificate for children will also be produced.

**20/49.2 To consider quotation for repair to swings**

The quotation for the spare parts to repair the swings was **agreed** and it was further **agreed** that the handyman will carry out the repair once the parts are received.

It was also noted that Chelmsford City Council has launched the 'Love Your Parish' day when extra help will be provided by the City Council. I was **agreed** to request extra litter picking along Essex Regiment Way, the B1008 and Back Lane.

## 20/50 Financial Matters

### 20/50.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Feb 2020)	577.60	0.00	577.60
HMRC	PAYE (Feb 2020)	143.94	0.00	143.94
Essex Pension fund	pension contribution (Feb)	205.98	0.00	205.98
Clerk	Expenses	227.59	19.86	247.45
T Payne	installing new litter bin	85.00	0.00	85.00
Myers Scott Ltd	purchase/set up of SSL cert.	64.99	13.00	77.99
Chelmsford City Council	Rent playing fields	30.00	0.00	30.00
Lambert Smith Hampton	Rent for allotments	77.00	0.00	77.00
DW Maintenance	litter picking and gardening	367.00	0.00	367.00
Seagrave Inspections	Play area inspection	98.00	19.60	117.60

### 20/50.2 Current account balance to be reported at the meeting.

Current account balance as at 29 February 2020 £36,938.20

### 20/50.3 To consider and approve Parish Council asset schedule

The updated schedule was considered and **approved** by Councillors.

### 20/50.4 To consider re-investment of Treasury Stock in relation to Vera Perkins legacy investment

Upon considering the matter it was **agreed** to request the matured stock be paid into the Parish Council's bank account and in the meantime make enquiries to invest the money in an interest bearing account.

## 20/51 Clerk's Report

The Clerk reported as follows –

1. The Councillor training event took place on 18 February 2020 and two Councillors were able to attend.
2. The crushed concrete has been delivered to the Blasford Hill allotment site and the tenants formed a working group and repaired the pathway.
3. Regarding the telegraph pole erected in the allotment site the issue is being investigated by Essex County Council.
4. The EALC is hosting a training event regarding grant applications and funding sources which I feel would be useful and I trust you are happy for me to book a place at the event?  
*Councillors **agreed** that the Clerk may attend the event.*
5. There will be an event held on 6 March 2020 regarding the possible Community Governance review to be undertaken by the City Council and as I am unable to attend Councillor Robertson will be attending on behalf of the Parish Council.

6. Regarding the Local Highway Panel application for Scurvy Hall Lane, Essex Highways have now acknowledged the bridleway status of the road and are making arrangements to replace the gates.
7. 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 – 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

It was noted that there has not been any speed watch activity so to consider trying to promote the event with residents.  
The report was otherwise **accepted**.

### **20/52 To consider setting up a Parish Council Facebook page**

It was **agreed** to set up a Parish Council Facebook group so that membership and postings may be controlled with a view to providing more information to residents. The Clerk to set up the site over the coming weeks.

### **20/53 To consider GDPR issues**

#### **20/53.1 To consider issue of Parish Council email addresses**

It was noted that the domain name includes the provision of up to one thousand email addresses at no extra cost. It was therefore **agreed** to set up Parish Council email addresses so as to be compliant with GDPR requirements.

#### **20/53.2 To consider updated information protection form**

The form was considered and an amendment was included to cover the shredding of hard copy documents and the amended document was then **agreed** by Councillors.

### **20/54 Affordable Housing Project**

It was noted that the proposed meeting is still awaited. The Clerk will speak to the RCCE to see how the matter can be expedited.

**20/55 To consider representations at Stansted airport consultation event**

The Clerk will be attending an event on 4 March and will raise issues surrounding traffic and the wish not to have flights overflying the area. A request has been made to nominate a charity to receive £70 as a result of this attendance and Councillors **agreed** to nominate the Good Companions.

**20/56 To consider the hosting of an event to commemorate the anniversary of VE Day**

**20/56.1 To approve risk assessment**

The Risk Assessment was considered and **agreed**.

**20/56.2 To consider other organisational issues**

The Clerk took Councillors through the action plan. The leaflet design was **agreed**. It was also noted that the micro-grant application for mugs had been refused but that the Memorial Hall had agreed to meet one half of the cost of new mugs. It was therefore **agreed** to purchase new mugs and commemorative mugs for the occasion. It was noted that the road closure has been agreed by the South Essex Parking Partnership and the Clerk will liaise with Essex County Council regarding the provision of signage and barriers which they have already agreed to do. Another meeting between the Parish Council, Memorial Hall Committee and vicar is in the process of being arranged.

**20/57 To receive update regarding Cricket Club and leasehold issues**

The Clerk met with representatives of the City Council to agree to boundary position and the issue of planting along the boundary including leaving sufficient room for the mower. The City Council has stated it will replace the fencing and gate and will also install a pedestrian gate and remove the concrete blocks.

It was noted that the Little Waltham Cricket Club has parted ways with certain individuals who were previously communicating with the Parish Council and Chelmsford City Council. The current captain has been in touch with the Clerk and Chairman to say the club wishes to continue to play on site but there appears to be an issue as they no longer have certain equipment such as the tractor and there is uncertainty as to whether they are financially able to continue to run the club and afford running costs. It was **agreed** to contact the gentleman again to clarify the exact financial position as to whether it is realistically viable for them to afford to play cricket. The Parish Council will not be contributing to their running costs.

**20/58 Matters to be raised by members for the next agenda.**

Usual ongoing issues.

Meeting concluded at 20.50