

LITTLE WALTHAM PARISH COUNCIL

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

Present: Councillors Edith Robertson (Chair)
 Antony Kingham
 Barbara Denny
 Melanie Williamson

Clerk Suzanne Walker
City Councillor Councillor Steele
County Councillor Councillor Aldridge
15 members of the public were present

Meeting commenced at 7.30pm

19/197 Apologies

Received from Councillors Tron and Eve and from City Councillor Knight.

19/198 Declarations of Interest

None.

19/199 To consider and co-opt new Councillor

Having considered the application Councillors **agreed** to co-opt Rupert Watson as a Councillor. He signed the declaration of acceptance of office and joined the meeting.

19/200 Consideration and approval of Minutes 1 October 2019

The minutes of the meeting held on 1 October 2019 were formally **approved** by Councillors as a correct record and were signed by the Chair.

19/201 Public Forum- to receive any representations from the public

A resident raised a concern regarding the dangers of crossing the road at Ash Tree Corner particularly as where people cross is on a blind bend. He also stated that the pavement in the area is in poor condition. He asked that if the bin in the bus shelter in that location is replaced it is set at a height so that no one can urinate in it as has been happening recently.

A residents asked that a central island be installed at Ash Tree Corner to assist with safe road crossing and stated that children and dog walkers together with residents from Great Waltham often cross the road to get to the bus stop.

A resident complained about the fact that she has to time her journeys as it is unsafe to cross the road at that point.

A residents complained about anti-social behaviour in the Memorial Hall car park and the fact that she regularly sees car parked in the corner with drug taking place, the fact that lots of nitrous oxide bottles are being found and that there has been people on quad bikes in the area and setting a fire in the children's play area. She also complained that the light in the car park is still broken.

A resident asked for an update on the Cricket Club fence situation.

City Councillor Steele confirmed that the local plan is with the Inspector and that he is chasing up on the issue of the broken bridges with Councillor Aldridge.

A resident complained in relation to the planning application at 98 The Street in that the window configuration has been changed to as to reduce privacy for neighbouring properties.

A resident complained in relation to the same planning application that allowing traffic to access the property from the rear entrance onto Chapel Drive would be dangerous

Councillor Aldridge confirmed that the Army and Navy flyover is to be taken down and consideration given to another traffic measure which may or may not be another flyover. He also raised issues being considered by the County Council in relation to climate change including conversion of buses from diesel to other fuels and new cycle ways. He suggested the installation of CCTV to deter the behaviour behind the Memorial Hall. He advised that the City Council carries out work to the Public Rights of Way on behalf of Essex County Council but cannot start the bridge work until a specific package request has been sent to them and this is being sorted out by Essex County Council with a view to the work being carried out shortly.

Councillors **agreed** to deal with agenda item 19/213.3 at this point in the meeting

19/213.3 To consider potential Local Highway Panel application regarding B1008 near Chelmer Avenue

Councillor Robertson explained to the meeting the fact that in view of the likely development at Blasford Hill which will provide a new access road to the hospital it is likely that that entire road will be reconfigured including the location of bus stops. The Parish Council has been working with Broomfield Parish Council to liaise with the developer with a view to having a mechanised crossing in the location and there is likely to be a roundabout as well. Therefore it is unlikely that Essex County Council will take action if a developer is likely to pay for a crossing and the entire road is due to be remodelled in any event. There would need to be input from Essex County Council in relation to design and positioning of a crossing.

Councillor Aldridge argued strongly that in his view an application should be made at this point for a crossing or at least a refuge in the road to assist people crossing even on a temporary basis and that it will highlight the issue for future planning of the road.

Having considered matters Councillors **agreed** to submit an application to the Local Highway Panel for a crossing or at the very least a refuge to assist people crossing the B1008 at Ash Tree Corner.

Councillors **agreed** to deal with agenda item 19/217 at this point in the meeting.

19/217 To receive an update regarding Cricket Club fencing and leasehold arrangements

Councillor Robertson reported that she and the Clerk had been invited to attend a meeting at Chelmsford City Council with a representative from the Cricket Club and officers from the City Council. Planning permission having been refused for the fence the options open to the club are to remove the fence or appeal the decision. The City Council had already met with the cricket club and it had been agreed that the fence will be taken down and the City Council is obtaining quotes and driving that issue forward. The City Council has agreed to offer the cricket club a licence to occupy the land on a year by year basis the impact being the club will not have exclusive possession of the land and the matter can be policed more effectively by the City Council. The boundary of land between the licenced area and the land being let to the Parish Council will be delineated by vegetation planting such as box hedging at certain points and the City Council will speak to their parks department on appropriate planting. It was impressed that it was felt important to have a clear agreement on the siting, type, size and width of such planting and for the Parish Council to be responsible for the maintenance of the same to avoid future disputes. The Club said they have a healthy membership and wish to continue to use the land.

A resident commented that he would not want the club to have exclusive possession of the land and wanted to be clear that members of the public would continue to have rights of access over the land and hopes that the Parish Council will be looking at the terms of the club's draft licence. He could not understand why the club would want vegetation to be planted.

Councillors considered the matter and considered that having some vegetation planted to delineate the boundary was a sensible compromise to prevent on further disputes and legal fees and to reach a position where the fence is dismantled promptly. It was noted that by the City Council granting a licence to the cricket club it provide a more effective way of issues being dealt with. It was noted that a particular reason for having a delineation by vegetation which would not be a continuous boundary but only planted in certain places was also to make it clear to users of the recreation grounds that they are entering into a sports field in view of the concerns over dog fouling in the area. To support this issue it may be that signage is erected to remind people to pick up after their dog and for dog poo bag dispensers to be put in the area.

Councillors therefore **agreed** to progress in principle on the basis suggested by the City Council subject to the consideration of the legal documentation which will now be presented by the City Council.

19/202 New Planning Applications

- 19/202.1 19/01576/FUL - 13 Sorrell Close, Little Waltham - Single storey rear extension and first floor side extension – **No Comments**
- 19/202.2 19/01652/FUL - 40 Chelmer Avenue, Little Waltham – single storey front extension – **No comments**
- 19/202.3 19/01650/OUT - Land south of Rembrandt House, Blasford Hill, Little Waltham - Outline application for a new dwelling, with Access and Landscaping not reserved – **No comments**

- 19/202.4 19/05600/CAT - 144 The Street, Little Waltham - Conifers x3 - rear garden - fell - Reason: trees are of no amenity value and are now getting too large for the garden and impacting light into the house. There are hedges, trees and fences around the garden, which is not overlooked and so this should not impact on neighbours or others – **No comments**
- 19/202.5 19/01353/FUL - 98 The Street, Little Waltham - Conversion of the existing outbuilding into a two-bedroom dwelling. Associated hard-surface off-street parking. Amended application – Councillors **agreed to object** to this application as the rear access to Chapel Drive is unsuitable in that the legal rights of way are unclear as to whether vehicular access is permitted and that it would impose an unacceptable impact upon residents of Chapel Drive with substantially increased traffic as both properties would be effecting access via Chapel Drive. Also, the moving of the windows would impact upon neighbours' privacy and the proposed new wall at the front entrance would have an undesirable impact upon the street scene of an iconic house in the Conservation area.
- 19/202.6 19/05200/TPO - Rembrandt House, Blasford Hill, Little Waltham - Horse chestnut (T1) - Fell - BSCAT U - See Arborologists assessments report - replace with lime tree where shown on draw into 3614:200 – **No Comments**
- 19/202.7 19/01725/FUL - 1 Sorrell Close, Little Waltham - Reduction to existing porch, replacement of flat roof with pitched roof to garage. Extension of existing formation of access – **No comments**

19/203 Planning Results

The following results were **noted** -

- 19/203.1 19/01345/FUL - Site at 98 The Street, Little Waltham - Construction of a bungalow with all associated works, including a new access and hardsurface off-street parking – **Refused**
- 19/203.2 19/05144/TPO - The Old Alehouse, Blasford Hill, Little Waltham - Horse Chestnut (T2) - Fell - Reason: The tree has been identified as in substantial decline and should be felled for safety reasons. Replant with one standard Horse Chestnut on the property in a different position – **Permitted**
- 19/203.3 19/05567/CAT - 23 The Street, Little Waltham - Willow - Reduce crown by 2 - 3 metres and rebalance. Remove 2 lowest branches - becoming too large for position – **No Objection**
- 19/203.4 19/01400/FUL - Land south of Channels Cottage, Belstead Farm Lane, Little Waltham - Change of use from highway to private land – **Permitted**
- 19/203.5 19/01459/FUL - 10 Winckford Close, Little Waltham - Cladding over existing render to part of front elevation of house using painted timber weatherboard – **Permitted**
- 19/203.6 18/01056/S73 - Land South, north and east of Channels Drive, Broomfield - Material amendment to permission reference 18/01056/REM (Reserved matters application at Channels Phase 6 for the development of 128 dwellings together with associated access, car parking, landscaping and related works.) to change the approved house types of plots 126, 127 and 128 from house type E2 to E3 – **Permitted**

19/204 To consider issues relating to the Chelmsford City Council Local Plan

It was noted that the plan is being considered by the Inspector and that there has been no further contact from Bloor Homes regarding the prospective development near the Hospital.

19/205 Correspondence

19/205.1 Essex County Council

14 October 2019

28 October 2019

Highway Highlights bulletin
Notice of temporary closure of
Chatham Green for sewerage works

19/205.2 Chelmsford City Council

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19/205.3 Other

7 October 2019

9 October 2019

United Reform Church

Usual bulletins

Stansted Airport community newsletter
Invitation to induction of new priest at

It was noted that no Councillors is available to attend the URC event so apologies to be sent.

19/206 Amenities Working Party Report

19/206.1 To consider grass cutting quotes

Councillors considered the three quotations received from grass cutting and **agreed** to accept the quotation received from DW Maintenance.

19/206.2 To consider issue of repair to wetpour in children's play area

It was noted that the insurance company are not willing to pay out for a claim in view of the poor state of repair of the wetpour in the first place. Quotes had been obtained to resurface the whole pad and to resurface part. It was **agreed** to proceed on the basis of purchasing a wetpour repair kit and then in the next financial year to consider a more substantive repair and make provision in the budget.

19/206.3 To consider participation in 'Play in the Park' event

Councillors **agreed** to host two play session in the Easter holiday and 2 in the summer holidays 2020.

19/206.4 To consider litter picking issues

The quote for addition litter picking along Back Lane and the slip road from the B1008 from DW Maintenance was **accepted** by Councillors so that this may be added to the work rota.

19/206.5 To consider purchase of new flower tub

Councillors **agreed** to replace the old flower tub by Rectory Close.

19/206.6 To consider purchase of new bin for Chelmer Avenue bus shelter
The old bin has been removed as a person has been urinating in the bin. The Clerk had investigated bins that can be attached to the side of the shelter and Councillors **agreed** to purchase a bin from Glasdon which can then be installed at a height that will hopefully prevent the continuation of the urination problem.

19/207 Financial Matters

19/207.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Oct 2019)	524.46	0.00	524.46
HMRC	PAYE (Oct 2019)	126.80	0.00	126.80
Essex Pension fund	pension contribution (Oct)	185.42	0.00	185.42
Clerkr	Expenses	172.32	0.00	172.32
Rigby Taylor	Goal nets	89.00	17.80	106.80
MD Landscapes	Grass cutting	245.70	49.14	294.84
Little Waltham SSC	Hall hire	162.00	0.00	162.00
RCCE	Subscription	60.50	12.10	72.60
Mr A Fuller	Gardening	48.00	0.00	48.00
Royal British Legion	Poppy Wreaths	40.00	0.00	40.00
DW Maintenance	Litter picking and gardening	277.00	0.00	277.00

19/207.2 Current account balance to be reported at the meeting.
Balance as at 31 October 2019 reported to be £41,999.70

19/207.3 To consider Quarterly financial report

The Quarterly report calculated to 30 September 2019 was presented and **accepted**.

19/207.4 Approving Clerk's overtime in preparation of Parish magazine

Councillors **approved** 9 hours overtime for the Clerk in the preparation of the September Parish magazine.

19/207.5 To consider the Clerk's salary

In view of the Chairman's recommendation following the Clerk's appraisal

Councillors **agreed** to increase the Clerk's salary by one scale point backdated to 1 April 2019.

19/208 Clerk's Report

The Clerk reported as follows –

1. The Dementia Friends event took place on 10 October but there was a very small attendance.
2. On 2 October I attended the Essex County Council Winter Highway briefing and received an update on how they will operate in bad weather to grit the roads and also received an update on the Winter Salt bag scheme. No

residents have volunteered to assist with salt spreading so I will just ask the handyman to clean out the salt bins and fill them with the new supply of salt.

Councillors agreed that the filling of the salt bin the Croudace development would be included in this exercise.

- On 5 October I attended the Coffee with Cops event at Channels Bar and Brasserie. Specific topics discussed included use and dealing of Cannabis within the Channels development, parking issues and speeding issues.

Councillors requested that the Clerk report the issues mentioned by the resident of anti-social behaviour behind the Memorial Hall to the local police team.

- Following attendance at the Police meeting I contacted PC Adam Pipe regarding speeding issues but have not received a response and will follow up.
- The new Little Waltham Parish Council website is currently being designed with the aim of going live by the end of the year. I will keep you advised of progress.
- 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
Local Highway Panel – Scurvy Hall Lane barriers	Submitted to the highway panel on 14 October 2019 – validation awaited	October 2019

The report was otherwise **accepted**.

19/209 To consider responses to Residents' Survey and to consider draft strategy statement

It was particularly noted that residents strongly support the Parish Council keeping the Parish in a clean and tidy condition and appreciate the Parish magazine. Speeding, congestion and parking are particular concerns. In view of the survey the

strategy statement was considered and certain amendments suggested whereupon the document was **approved**.

19/210 To consider issues relating to the allotments

19/210.1 To consider allotment rent charges for 2020
Improvements at the allotment sites have been covered by grant funding and provision in the budget. The existing rent covers other costs including water, rent and maintenance so no change will be made to the rents.

19/210.2 To consider issues relating to the recreation grounds allotments
Councillors **agreed** that the contractor should be requested to complete the works including the strimming down of nettles in the corner of the plot, removal of some weeds and laburnham that has since grown and provision of proper water butts whereupon the tenants can take up the plots.

19/211 To consider draft of budget

The initial draft was considered with some issues raised to enable a fresh draft to be presented at the next meeting. Suggested funding sources were suggested for the fence improvement works at the allotment site.

19/212 Affordable Housing Project

It was noted that the survey is about to be sent to a particular road that was missed in the initial distribution and the deadline for the surveys extended to the end of November.

19/213 To consider Highway issues and Parking

19/213.1 To receive report regarding liaison with the Primary School
The Clerk reported on the meeting that had taken place with the primary school and the fact another meeting has been arranged to involve the Essex County Council sustainable transport officer. The Clerk will report further in due course.

19/213.2 To consider potential application to South Essex Parking Partnership in relation to junction with B1008 near the school.

Councillors **agreed** that an application for yellow lines should be submitted around that junction due to the dangerous parking in the location.

19/213.3 To consider potential Local Highway Panel application regarding B1008 near Chelmer Avenue

Considered earlier in the meeting.

19/214 To consider representations in relation to consultation by Little Waltham school in relation to federate with Ford End school

No comments.

19/215 To consider the hosting of an event to commemorate the anniversary of VE Day

Councillors **agreed** to hold an event and to engage with local community groups, the Church and the school regarding the hosting of the event.

19/216 To consider response to A12 consultation

It was noted that proposals for junction 19 the Boreham interchange will be coming forward later in the process. No comments to submit at this point.

19/217 To receive an update regarding Cricket Club fencing and leasehold arrangements

Dealt with earlier in the meeting.

19/218 Matters to be raised by members for the next agenda

Budget, VE day, affordable housing, Cricket Club.

Meeting concluded at 9.12pm.

