

LITTLE WALTHAM PARISH COUNCIL
Minutes of the Meeting held on 2 April 2019 at 7:30pm in the Tufnell Hall

Present: Councillors	Edith Robertson (Chair)
	Peter Brown
	Tony Campen
	Malcolm Taylor
	Mark Goff
	Jackie Ketley
	Teresa Dando
	Antony Kingham
	Barbara Denny
Clerk	Suzanne Walker
City Councillors	Councillor Raven and Knights
County Councillor	Councillor Aldridge
3 members of the public were present	

Meeting commenced at 7.30pm

19/59 Apologies

None.

19/60 Declarations of Interest

Councillor Campen declared a non-pecuniary interest in agenda item 19/63.1 as it is located in close proximity to his property.

19/61 Consideration and approval of Minutes 5 March 2019

The minutes of the meeting held on 5 March 2019 were formally **approved** by Councillors as a correct record and were signed by the Chair.

19/62 Public Forum- to receive any representations from the public

A resident complained that members of the public are walking along Channels Drive at night even though there is no pavement. He asked that if a pavement can not be installed that lights are installed. A member of the Channels Residents' Association confirmed that a lit footpath is due to be installed shortly that cuts through to the retail area.

The resident also asked about the David Lloyd application for a fitness centre and stated that in his view conditions should be placed upon the use of Pratt's Farm Lane in view of its condition.

Councillor Raven advised that he had continued to liaise with officers at the City Council in relation to the fly tip at The Street but that the City Council is adamant that the removal is the responsibility of Essex County Council and thus no action has been taken by them and they have declined to bear any costs.

Councillor Aldridge stated that there has been another fly tip across a road of soil and bricks in Great Leighs. Essex County Council will clear this as it completely blocks the road. John has asked that they clear the tip in Little Waltham at the same time.

Councillor Knight stated that he had met with the Channels Residents' Association to discuss who is responsible for various infrastructure. He also provided an

explanation in relation to the project to construct the new swimming pool in Chelmsford. An initial figure had been provided of £25million but when the specific requirements for the pool were ascertained the cost was higher for the specific project. Increases were experienced as a result of problems with pipes, increased costs due to Brexit and Grenfell Tower meaning that the final cost was £40million. However, he stated that the City Council has not had to borrow and remains in a strong financial position with some additional £40million in reserve. Councillor Aldridge stated that he is continuing to press for issues including the Pegasus crossing across Essex Regiment Way to be put into action. He also mentioned that due to complaints that the new LED lights are too bright they will be dimmed through the evenings. He also mentioned that this area has 6 new community Police officers and suggested that the Parish Council may wish to invite the Police to a meeting.

The Chairman then took the opportunity to thank 4 members who are standing down at the forthcoming election for their contributions to the Parish Council. Councillor Aldridge also thanked them and stated that for a small Parish Council a number of big issues have been dealt with.

19/63 New Planning Applications

19/63.1 19/05515/CAT - 106 The Street, Little Waltham - (G1) Prunus x 2 - rear garden- light crown reduction by approximately 1-1.5m and shape over; (G2) Apple x 3 - rear garden - reduce the height and spread to just below neighbouring gutter line, prune extended laterals and shape over; (G2) Pear x 1 – rear garden - reduce the height and spread by 1-1.2m, prune extended laterals and shape over; (T3) Magnolia x 1 - rear garden - reduce the height by up to 1m, light tip prune to shape over; (G4) Laurel x 1 - rear garden - reduce the height and spread by up to 1.5m; (G4) Holly x 1 rear garden - prune to pyramidal shape providing minimum 1m clearance from neighbouring garage structure - Reason: Good arboricultural practice. – **No Comment**

19/63.2 19/00338/FUL - Glenmore, Blasford Hill, Little Waltham - Formation of access with parking area and associated landscaping works – the objection of Essex Highways was noted and Councillors **agreed** to support the comments made by Essex Highways and also by the Conservation Officer.

19/63.3 19/00243/FUL - Thorleys, Main Road, Little Waltham – installation of new double bunded oil tank – **Agreed** to support the comments of the Conservation Officer.

19/64 Planning Results

The following results were **noted** -

19/64.1 TPO/1978/005 – notification of revocation of Tree Preservation Order at site north of Cranham Road, Little Waltham.

19/64.2 TPO/2019/006 – Land south of Runnymead Cottage, Blasford Hill, Little Waltham – notification of provisional Tree Preservation Order

19/64.3 18/01415/CLEUD - Peverells Farm, Domsey Lane, Little Waltham - Mixed B1 (business - light industrial) and B8 (storage and distribution) – **Permitted**

19/64.4 19/00096/FUL - 17 Church Hill, Little Waltham – single storey side and rear extension – **Permitted**

- 19/64.5 19/05506/CAT - 93 The Street, Little Waltham - 2no. Junipers - South side house - Fell - Reason: Trees are damaging patio – **No objection**
- 19/64.6 18/05227/CAT - 58 The Street, Little Waltham - Horse chestnut - Fell - Reason: Too close to the building and the roots are possibly causing structural damage – **No objection**
- 19/64.7 19/00132/FUL - Blenheim Cottage, Back Lane, Little Waltham – proposed conservatory extension to rear – **Permitted**
- 19/64.8 19/00131/FUL - Blenheim Cottage, Back Lane, Little Waltham – change of use from residential garage to physiotherapy clinic (D1) – **Permitted**

19/65 To consider issues relating to the Chelmsford City Council Local Plan

It was noted that the City Council has responded to various issues relating to green corridors. The Parish Council continues to liaise with Bloor Homes in relation to their proposals to develop the area at Blasford Hill.

19/66 Correspondence

19/66.1 Essex County Council
21 February 2019

Information about closure of North Court Road

25 February 2019

Information about closure of Woodhouse Lane

1 March 2019

Highway Highlights bulletin

11 March 2019

Update regarding fly tip

17 March 2019

Information about closure of Wheeler's Hill

19/66.2 Chelmsford City Council
12 March 2019

letter seeking nominations from Parish Councils for Governance committee

19/66.3 Other
Usual bulletins

19/67 Amenities Working Party Report

The new roundabout has been installed and the invoice is listed for payment this evening. The Clerk explained that the payment will be covered by grant money received from the Essex County Council Community Initiatives Fund and CIL money. The tree inspection was carried out on Monday and the written report is expected shortly. The inspector had confirmed that there were no works required as a matter of great urgency.

Councillors **approved** the purchase of a new 'no dogs' metal sign for the play area.

19/68 Financial Matters

19/68.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (March 2019)	398.68	0.00	398.68
HMRC	PAYE (March 2019)	95.40	0.00	95.40
Essex Pension fund	pension contribution (March)	126.83	0.00	126.83
Clerk	expenses	103.31	0.00	103.31
Broomfield Parish Council	Contribution to legal fees (local plan hearing)	2,844.00	0.00	2,844.00
Paul Clark Printing	magazine publication	480.00	0.00	480.00
Paul Clark Printing	magazine distribution	200.00	0.00	200.00
MD Landscapes	Grass cutting	245.70	49.14	294.84
Anglian Water	Allotment water	253.66	0.00	253.66
EALC	Subscription fee	427.17	0.00	427.17
Wicksteed Leisure	New Roundabout	7,320.00	1,464.00	8784.00
DW Maintenance	Gardening and litter picking	381.25	0.00	381.25
DM Payroll Services	External Payroll services	81.00	0.00	81.00

Councillors also approved the payment of £2260.00 for the water upgrade at the allotment site prior to the next meeting.

19/68.2 Current account balance to be reported at the meeting.

The balance as at 1 April 2019 was reported to be £32,854.45

19/68.3 To consider and approve Clerk's overtime in relation to Parish magazine

Councillors **approved** the payment of 8 hours overtime to the Clerk for preparing the magazine.

19/68.4 To consider insurance quotations

The three-year agreement for insurance ends on 31 May so Councillors considered quotations provided for one year and 3-year terms on a like for like basis from Zurich, Came and Co and BHIB insurance. It was **agreed** to accept the quotation from BHIB and it was noted that a discount had been provided as a result of the Parish Council having been awarded Foundation status in the Local Council Award scheme.

19/68.5 To review internal financial procedures

Internal financial procedures were reviewed and **agreed**.

19/68.6 To consider annual review of regular payments

The list of regular payments was considered and **approved**.

19/69 Clerk's Report

The Clerk reported as follows –

1. On 28 February I attended an Essex County Council seminar in relation to pension requirements for Parish Councils.
2. I met with the secretary of the Residents association on 12 March 2019 and provided you with an update
3. I spoke to a gentleman from Essex County Council regarding the ongoing 'Dementia Friendly Communities' project. He would like to speak to the Parish Council after the election to suggest a public event in relation to the topic.

Councillors confirmed that they would like to invite the gentleman to attend a future meeting.

4. I reported the issue of the new access way at Little Channels to planning enforcement at Chelmsford City Council and the issue is being investigated. *It was noted that Chelmsford City Council has requested that retrospective planning permission is applied for in relation to this issue.*
5. I have reported on various issues of pavement defects to Councillor Aldridge. Essex County Council is looking to carry out improvement works to pavements this year.
6. Chelmsford City Council advise me that the Parish Cleansing Day where the City Council carry out additional services will take place in this Parish on 15 August 2019.
7. The electoral officer from Chelmsford City Council has responded in relation to the Community Governance Review. He tells me that a petition was received from the Channels Residents Association but that a number of those who signed were not on the electoral roll so there are currently insufficient signatures on the petition for a review at this stage. *The Chairman of the Channels Residents' Association confirmed that more signatures are being sought with a view to resubmitting the petition.*
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

The report was otherwise **noted and accepted.**

19/70 To consider the issue of Section 106 payments to this Parish

A response had been received from the City Council stating that the money received as a result of the termination of the Section 106 agreement with Channels will not be provided to the Parish but used by the City Council. The matter will be considered at the next meeting and a decision made on how best to respond.

19/71 To consider issues in relation to traffic and weight restrictions on Cranham Road

To be considered at the next meeting.

19/72 Affordable Housing Project

The Clerk reported that the Housing Association has stated that a new architect has been appointed to 'work up a scheme to comply with the Diocese's requirements. More information will be provided in due course.

19/73 To consider matters relating to the Allotments

A regular inspection had been undertaken and circulated to Councillors. The only point of concern was that one of the plot holders has planted 6 apple trees on his plot which is contrary to the terms of the agreement which requires the permission of the Parish Council to do so. The Clerk was requested to contact the tenant and require him to remove the trees and if necessary, plant them in the orchard. The water work is underway. The contractor has reported that the water meter is in need of replacement. The Clerk contacted Anglian Water who will advise as to whether this can be carried out free of charge. The grant application to the Calor fund has successfully reached the voting stage which will open in May and will be publicised to residents.

19/74 To consider issue of fly tip at The Street

The comments made earlier by City and County Councillors were noted. The Clerk had also spoken to a lady from the Police Crime and Fire Commissioner's office but no feedback has been received as yet. It was also noted that there is a 'Cash 4 Cars' vehicle parked near the fly tip and it was requested that this be reported to the City Council for removal.

19/75 To receive an update regarding Cricket Club fencing and leasehold Arrangements

The Clerk is due to meet an officer from the City Council at the end of April to progress issues and in particular to consider a boundary issue at the allotment site. Further consideration will be given to the issue at the next meeting. It was noted that a tree had fallen down on the land occupied by the Cricket Club but that they have failed to deal in accordance with their responsibilities. In view of the abusive correspondence received from the club the Parish Council will be considering a policy at the May meeting to assist the Parish Council in dealing with vexatious communication and to protect the Clerk as well.

19/76 Matters to be raised by members for the next agenda.

Usual issues plus new communication policy, S106 representations and the bank mandate.

Meeting concluded at 20.30