

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 5 February 2019

at 7:30pm in the Tufnell Hall

Present: Councillors Edith Robertson (Chair)
Peter Brown
Tony Campen
Malcolm Taylor
Mark Goff
Barbara Denny
Clerk Suzanne Walker
City Councillor Councillor Raven
County Councillor Councillor Aldridge

5 members of the public were present plus 3 representatives from Aquila and David Lloyd

Meeting commenced at 7.30pm

19/22 Apologies

Received from Councillors Kingham and Ketley

19/23 Declarations of Interest

None.

19/24 Consideration and approval of Minutes 8 January 2019

The minutes of the meeting held on 8 January 2019 were formally **approved** by Councillors as a correct record and were signed by the Chair.

19/25 Public Forum- to receive any representations from the public

A resident spoke in relation to her concerns about traffic that uses Woodhouse Lane and North Court Road as a rat run to the hospital and her wish that if there is to be a new access road to the hospital that such traffic must use the new road. She explained that although Woodhouse Lane is a single-track road cars are parked on a daily basis in the passing places, the Park and Ride bus and the KEGS bus regularly rat run to avoid traffic at the bottom of Hospital Approach but cause additional congestion by then having to turn right into the road. Articulated lorries use the lane to access storage units as do delivery vehicles for the hospital. In her view it is important that enforceable measures are put in place if there is further development to make sure that Woodhouse Lane and North Court Road are used by residents only and other traffic uses the new road. The Chair explained that there is a memorandum of understanding on the Chelmsford City Council website in relation to the new road and the Parish Council hope to receive more information shortly.

Representatives from Aquila and David Lloyd provided a presentation in relation to the potential development of a David Lloyd centre on the former golf course land at Pratts Farm Lane near the Park and Ride. They hope that the facility will be operational by late 2020. The company has been looking to develop a site in Chelmsford for some 15 years and it was stated that they are looking to particularly

cater for families. In response to questions it was stated that they would hope to have membership of around 6,500 people with 350 to 400 visits per hour at peak times. It is a private club with membership fees of around £80 a month for an individual and £250 a month for a family. There is likely to be a community use agreement to enable schools to access the facilities and coaching which is yet to be agreed with the City Council. They stated that they believe that many visits will not be exclusive trips to the area but would be members coming back from work or school who would be passing in any event and many users would cycle or use the Park and Ride. There is an intention to have links into Channels and Beaulieu. It was accepted that Pratts Farm Lane would need to be improved and widened. It was contended that the facility would provide an improvement to leisure facilities in north east Chelmsford and provide jobs.

A resident commented that there are no real recreational facilities in the immediate area and that people may choose to cycle from Channels or Beaulieu. He thinks that the prospective club will be a positive thing.

Another resident was positive in relation to the scheme but was mindful of potential congestion at Pratts Farm Lane.

Councillor Raven commented that the outcome of the Local Plan is awaited.

Councillor Aldridge mentioned potential devolution of Highway services to the Parish sector and hoped that at the end of the current pilot scheme there will be more clarity.

He noted that a response is awaited from Councillor Bentley regarding bus lane usage.

He advised that he is pressing the issue of a crossing over Essex Regiment Way. The current issue appears to surround the access to a gas station but he is of the view that this should not delay a scheme.

It appears that it is unlikely that there will be pavements from the Channels area to the retail outlets pending the construction of the radial distributor road.

He is also awaiting a response in relation to punctuality problems with the number 51 bus.

Regarding the potential development by Bloor Homes adjacent to Woodhouse Lane he is concerned about the usage of the new road and the issue of the extraction of aggregate and the lack of education provision.

He stated that in relation to the potential north east bypass talks continue. Rather than a direct road there is now discussion about junctions. Initially the road is only intended to be single carriageway with the potential for it to be duelled in the future. Essex County Council is in the process of setting its budget which appears to suggest a 3.9% increase.

19/26 New Planning Applications

19/26.1 19/00096/FUL - 17 Church Hill, Little Waltham – single storey side and rear extension – **No Comments.**

19/27 Planning Results

The following planning results were **noted** -

- 19/27.1 18/01056/REM - Land north, south and east of Channels Drive, Broomfield - Application for the approval of reserved matters (access, appearance, layout, landscaping, and scale) in relation to the outline application permission 10/01976/OUT at Channels Phase 6 for the development of 128 dwellings together with associated access, car parking, landscaping and related works – **Permitted**
- 19/27.2 18/01755/CLEUD - Building south west of The Willows, Domsey Lane, Little Waltham - Use of domestic outbuilding as a dwelling house – **Permitted**
- 19/27.3 18/05632/CAT - 44 The Street, Little Waltham - Sycamore - Fell - Reason: Structurally damaging an out building and boundary fence. Replant on boundary away from buildings - **No objection**

Also, the Clerk had obtained clarification from the Tree Officer at the City Council that tree work at Hallfield House has not affected any protected trees.

19/28 To consider issues relating to the Chelmsford City Council Local Plan

Bloor Homes had provided a plan showing the area for potential development near Woodhouse Lane which seems to show that just over 50% of the land will be within the Parish of Little Waltham. The Chairman and the Clerk will attend a stakeholder event regarding this potential development on Saturday.

19/29 To consider representations in relation to the Traffic Regulation Order in relation to the potential closure of Belsteads Farm Lane

No comments or observations.

19/30 Correspondence

19/30.1 Essex County Council

7 January 2019

Notification of closure of Drakes Lane

21 January 2019

Information in relation to mineral extraction issues at proposed Woodhouse Lane development

21 January 2019

Information about Park and Ride consultation

19/30.2 Chelmsford City Council

None.

19/30.3 Other

Usual bulletins.

19/31 Amenities Working Party Report

19/31.1 To consider quotations for play inspection reports

As Seagrave Inspections have notified an increase in their fees to carry out the quarterly and annual inspections the Clerk had obtained quotes from other companies which were considered by Councillor. Councillors **agreed** to continue to maintain the services of Seagrave and to accept the price increase.

19/31.2 To consider quotations for Tree Inspection

Quotes for the inspection of the trees in the Recreation grounds were considered and it was **agreed** to accept the quotation from Place Services.

19/31.3 To consider the Chelmsford City Council tree grant scheme

No application to be made.

It was also noted that the 'no dogs in the play area' sign has been purchased and erected and that the work to install the new roundabout will commence on 11 March 2019.

19/32 Financial Matters

19/32.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Jan. 2019)	398.88	0.00	398.88
HMRC	PAYE (Jan 2019)	95.20	0.00	95.20
Essex Pension fund	pension contribution (Jan)	126.83	0.00	126.83
Clerk	expenses	60.08	0.59	60.67
Co-operative bank	charge for cancelled cheque	5.00	0.00	5.00
DW Maintenance	gardening and litter picking	256.25	0.00	256.25
Totals		937.24	0.59	937.83

19/32.2 Current account balance to be reported at the meeting.

Councillors noted the balance at £35,383.64 and the Chair signed a bank statement to verify.

19/32.3 To note the Data Audit Document

The Data Audit was noted and accepted.

19/32.4 To consider the Financial Risk Assessment

The Financial Risk Assessment was **noted and accepted**.

19/32.5 To consider any representations in relation to the allocation of Section 106 payments to this Parish

A payment was agreed of £1 Million in relation to the release of the Section 106 agreement at Channels and Councillors are anxious that payment is paid to this Parish for its benefit and it is understood that representations need to be made to cabinet. Councillor Raven agreed to look into the issue and advise how such representation may be made. He also advised that the City Council is undertaking an asset review.

It was reported by a Councillor that he had heard that the Good Companions have not been able to form a committee following the AGM and will be refunding the grant of £500 made to them by the Parish Council.

19/33 Affordable Housing Project

It was noted that although it is understood that the landowners being the diocese of Chelmsford are agreeable to the scheme in principle there are issues to resolve in relation to site access. The Clerk will speak further to the housing association and report back to Councillors regarding progress.

19/34 Clerk's Report

The Clerk reported as follows –

1. I have contacted Essex County Councillor Bentley regarding concerns raised regarding buses not using the bus lands on Essex Regiment Way and the use of the left-hand land at the McDonalds roundabout and await a response.

The Clerk will press for a response. One Councillor reported that it is believed that buses remain in the left-hand lane as the roundabout can no otherwise accommodate them.

2. I have not heard anything from the village speed watch group for some weeks now. Would a Councillor be willing to liaise with the volunteers to see if they could be more active?

Councillor Campen volunteered to store the equipment and the Clerk will let the group know to see if this promotes more activity.

3. 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 also noted that there is a Police community meeting at Costa Coffee at Beaulieu Square on 13 February between 10am and 11am.

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

19/35 To receive an update regarding Cricket Club fencing and leasehold arrangements

The Clerk had provided to Councillors the draft heads of agreement for the lease plus the draft lease plan provided by Chelmsford City Council. Regarding the plan, clarification has been provided by the City Council as to the extent of ownership of land in relation to the allotment area which will now need to be marked on the ground. It was noted that the car park is to remain the property and responsibility of the City Council and Councillors **agreed** that was acceptable. The disputed fence will be the boundary between the land leased to the Parish Council and the Cricket Club and the heads of agreement makes it clear that the fence is the sole responsibility of the club which Councillors **accepted**. Councillor then **agreed** on a response to issues within the heads of agreement relating to notice periods, rent, rent review and break clauses to be communicated to the City Council. Once those issues have been clarified the legalities will be dealt with by the Solicitor appointed by the Parish Council.

19/36 To consider matters relating to the Allotments

Regarding the recreation ground allotments work has commenced to clear the site and the boundaries will be marked on the ground in view of the clarification of land ownership provided by the City Council.

In relation to the Blasford Hill allotment site, the work to upgrade the water provision will take place next week. No response has been received from the neighbouring Scaffold company regarding the state of the wall and the Clerk will press the issue. Lots of work has been carried out by the allotment tenants to tidy the site and the orchard area and a meeting took place today with a representative from the Orchard Trust who has agreed to fund the acquisition of around 8 new apple trees for the orchard later this year. There are 1 and ½ plots vacant at present which will be advertised.

19/37 To receive update in relation to the Defibrillator project

Regarding the new defibrillator a very successful training session had taken place in January with just under 40 people attending. At that event suggestions were made as to the desirability for another defibrillator in the vicinity of Blasford Hill. As decisions will need to be made as to whether there is indeed a need and a call for the unit in that area, where it will be located and how it will be funded Councillors asked for the issue to be deferred to a future agenda.

19/38 To consider representations in relation to the Chelmsford Park and Ride Consultation

Councillors **agreed** to make the following representations – that it would be desirable for the Park and Ride serviced to remain available on a Saturday from the Chelmer Valley Park and Ride site to help ease congestion into the City centre and that the operator should give consideration as to the operating hours as it is felt that the first bus journey is too late and the last bus journey too early to adequately meet the needs of users particularly those travelling back from London. Also, the cost is charge per person rather than per car which for families means that it is often cheaper to travel into and park in Chelmsford City centre thus a change to the charging structure could increase usage.

19/39 To consider issues in relation to traffic congestion

At Councillors request the Clerk had carried out a detailed breakdown of the data produced from the recent traffic survey in Brook Hill which showed a number of cars travelling over 50mph through the village. It was requested that the data be put to the Highway officer for comment. It was also noted that vehicles are again starting to park on the greensward by Chapel Drive so Councillors **agreed** to purchase and site another flower tub in that location.

19/40 To review arrangements for the next Community litter pick

The Clerk had approached Costa Coffee and McDonalds stores but is awaiting a response at present. In view of the Keep Britain Tidy event in March and April 2019 it was agreed to sign up to the event and to hold the next volunteer litter pick on the morning of Saturday 23 March 2019. Further to the agreement to purchase another litter bin for the bus shelter near the White Hart the Clerk had obtained details of a bin that can be attached rather than needing a pole which is supplied by Glasdon and Councillors **agreed** that it may be ordered and installed.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and in view of the sensitive nature of the business about to be transacted, Councillors **agreed** that the public be excluded and instructed to withdraw for agenda item 19/41

19/41 To review issues surrounding Parish Events

Councillors considered and agreed the protocol to be followed in the event of the death of a member of the Royal Family.

19/42 Matters to be raised by members for the next agenda.

Usual carry forward items.

Meeting concluded at 9.05pm