

LITTLE WALTHAM PARISH COUNCIL
Minutes of the Meeting held on 8 January 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
County Councillor Councillor Aldridge
Two members of the public were present plus three representatives from
Bloor Homes.

Meeting commenced at 7.30pm

19/01 Apologies

Received from City Councillor James Raven.

19/02 Declarations of Interest

None.

19/03 Consideration and approval of Minutes 4 December 2018

The minutes of the meeting held on 4 December 2018 were formally **approved** by Councillors as a correct record and were signed by the Chair.

19/04 Public Forum- to receive any representations from the public

Two representatives from Bloor Homes spoke in relation to the potential development of land adjacent to Woodhouse Lane. The land is included in the emerging Chelmsford Local Plan as an area for development. The intention is to submit an outline planning application with masterplan and layout in early spring 2019. There will be a public exhibition at Broomfield village hall on 9 February 2019 between 12.30 and 5.30pm. There may be further exhibitions in due course. The intention is as well as delivering homes there will be a second access to the hospital and there has been engagement between Bloor Homes and Essex County Council and the hospital regarding the route of such road and the hospital is looking for the road to join its internal roads and for it to be for the use of hospital staff only. There have also been discussions as to the possible provision of a school and healthcare facilities. It was stated that although there are sand and gravel deposits on the site they will remain and will not be excavated.

Councillors then asked questions. It was requested that the number of proposed homes be clarified as in the first local plan the number was 800 which was subsequently reduced to 450. The representative stated that the site has capacity for 750 houses and although that may not be the final number that will be the figure included in the outline planning permission.

It was confirmed that although the proposed number of homes would usually indicate that a school should be provided the issue of the provision of a school is still under discussion

Regarding use of the road it was confirmed that Bloor Homes does not oppose the fact that the hospital wishes it to be for staff and service function (e.g. the shuttle bus) only. It is understood that access would be restricted by use of a barrier system.

Bloor Homes representatives were not able to definitively say how many homes would be in the Little Waltham Parish but believe the majority will be in the Broomfield Parish although the road will clearly be within Little Waltham. No decision had been made in relation to the provision of healthcare and there will be liaison with the local CCG.

Councillor Aldridge noted that healthcare provision does not necessarily mean a new surgery and it is understood that due to monetary constraints and the lack of GPs in the area it may result in no provision being made. He was also circumspect in Essex County Council agreeing to the road being a private road for staff only bearing in mind the scale of local congestion. He raised the issue of whether sand and gravel deposits would be left in situ as this is contrary to local policy. He also confirmed that his understanding is that the majority of the site is within the Parish of Little Waltham. He was also concerned in relation to school capacity in the area. He asked about the provision of affordable housing within the development. Bloor Homes representative stated that it would be 35% of units with the mix of units to be determined in due course with reference to the City Council strategic housing assessment.

A resident raised a concern as to the provision of community facilities as these have been lacking in the new Channels development and the representative from Bloor Homes stated that consideration would be given as to the potential provision of a community hub/shops/hall.

It was confirmed that the exhibition would be publicised locally with information provided to the Parish Council and that a plan of the potential development would be provided so it could be clarified as to how much will be within the Parish of Little Waltham.

The Chairman of the Channel's Residents Association thanked the Parish Council for supporting the request for a Community Governance Review to enable consideration to be given to the position of Parish Boundaries. He is in the course of obtaining signatures for a petition to be sent to the City Council in relation to the issue.

Councillor Aldridge confirmed that he was continuing to pursue the issue of the standard of service of the number 51 bus and had contacted the Managing Director of First Bus and was awaiting a response. He is also pressing the concerns raised in relation to the lack of a crossing over Essex Regiment Way and the lack of a pavement along Channels Drive and the concern that the only way of travelling to and from the Channels development is effectively by car. He highlighted the ongoing bus consultation and library consultation. He also wished it to be noted that a recent inspection had judged the children's services department of Essex County Council to be outstanding.

19/05 New Planning Applications

19/05.1 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 Comment.**

19/05.2 18/02068/FUL - Greenways, Chatham Green, Little Waltham – replacement front boundary wall – **No Comments.**

19/05.3 18/02000/FUL - Hallfield House, Back Lane, Little Waltham - Retrospective application for the construction of external entrance wall, gates and access – It was noted that the gates are steel gates and there was a concern as to whether the appearance will fit in with the countryside environment. It was **agreed** to comment that to fit in with the countryside environment there should be wooden gates and the pillars should at the least be wood clad.

19/06 Planning Results

The following planning results were **noted** -

19/06.1 18/00637/HNC – Dorham, Chatham Green, Little Waltham – **confirmation** of change of address to Little Gatsby, Chatham Green, Little Waltham.

19/06.2 18/01476/FUL - Land East of Drakes Lane industrial estate, Drakes Lane, Little Waltham - Change of use of land to Gypsy & Traveller Site and provision of 9 pitches, site office and associated infrastructure – **Permitted**

19/06.3 18/01634/FUL - 2 Manor Crescent, Little Waltham – proposed front, side and rear extension – **Permitted**

19/06.4 18/01754/CUPAQ - Site at Rolph's Cottage, Blasford Hill, Little Waltham - Determination as to whether the prior approval of the local planning authority is required

for the proposed change of use of agricultural building to a dwelling house - **Approved**

19/07 Regarding planning application 18/01476/FUL at Drakes Lane – to receive report on action being considered by local objectors

The Chairman reported that she had attended the planning committee hearing in relation to the application. There had been over 100 comments online and 7 members of the public spoke objecting to the proposals at the meeting as did the Chairman and a representative from Boreham Parish Council. The application was however, granted. A local businessman contacted the Chairman and has applied to the Secretary of State to 'call in' the application. Councillors **agreed** to express support for that course of action in view of the objections made by the Parish Council in relation to the original application.

19/08 To consider issues relating to the Chelmsford City Council Local Plan

The Chairman confirmed that she had attended some of the examination sessions and had in particular spoken in opposition to the proposals in the Local Plan for the travellers' site at Drakes Lane. It was noted that Hammonds Farm and the consortium that wish to develop the Garden Community were represented at the hearings. The inspector had added an extra day specifically to deal with infrastructure and expressed concerns as to the delivery of the proposed north east bypass and the fact that the suggestion is to deliver it piecemeal and with only 2 lanes. As a result of the addition of the extra day the experts appointed by the Parish group had spent some extra time at the hearings. Councillors therefore

authorised the expenditure of an extra £400 to cover the costs of those experts in addition to money already authorised.

It was **agreed** to consider the following agendas items at this point to enable Councillor Aldridge to comment if required.

19/16 To consider representations in relation to the Essex Library Consultation

No specific representations to be made by the Parish Council but it was noted that comments may be submitted online.

19/20 To consider traffic issues and representations to be made to Essex Highways in relation to Essex Regiment Way

It was noted that it has been regularly observed that buses and in particular the Stansted Express bus are not using the bus lanes thus adding to the road congestion. It was further noted that road users are using the left-hand turn into Channels Drive as a means of jumping queues for the roundabout by Costa Coffee leading to a dangerous conflict between vehicles at the roundabout. It was considered that maybe a physical barrier for the left-hand turn lane similar to that at the Odeon roundabout in Chelmsford may be a useful means of dealing with the issue. Councillor Aldridge confirmed he would take up the points with the Highway authority and suggested that the Parish Council may also wish to write to the Essex County Councillor responsible for buses and Councillors **agreed** to do so.

19/09 Correspondence

19/09.1 Essex County Council

29 November 2018	Information about Bus Lane Order Update on A131 Highways works and information event
30 November 2018	
18 December 2018	Highway Highlights bulletin
20 December 2018	Notification of complaints regarding the number 51 bus

19/09.2 Chelmsford City Council

None.

19/09.3 Other

20 December 2018	Update on Police activities
And usual bulletins	

19/10 Amenities Working Party Report

It was noted that the CIF grant money has been received and a date is awaited for the work to replace the roundabout to commence. Arrangements will also be made to purchase the 'no dogs' sign for the children's play area.

19/11 Financial Matters

19/11.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Dec. 2018)	398.68	0.00	398.68
HMRC	PAYE (Dec 2018)	95.40	0.00	95.40
Essex Pension fund	pension contribution (Dec)	126.83	0.00	126.83
Clerk	expenses	96.48	0.00	96.48
The Good Companions of Little Waltham	Grant	500.00	0.00	500.00
Fenland Leisure Products	Shackle	11.90	2.38	14.28
Fenland Leisure Products	Shackles	18.50	3.70	22.20
Seagrave Inspections	play area inspection	72.00	14.40	86.40
Paul Clark Printing	printing magazine	480.00	0.00	480.00
Paul Clark Printing	Distribution of magazine	200.00	0.00	200.00
DW Maintenance	gardening and litter picking	256.25	0.00	256.25

19/11.2 Current account balance to be reported at the meeting.

Councillors **noted** the balance as at 31 December 2018 as being £37,089.33

19/11.3 To receive Quarterly financial report

The Quarterly report calculated to 31 December 2018 was **noted and accepted**.

19/11.4 To approve Clerk's overtime

Councillors **approved** thirteen hours overtime for the preparation of the Parish magazine and eleven hours overtime for the setting up of the new website.

19/11.5 To consider update of signatories to current account

No changes to be made.

19/11.6 To consider and approve increase in Clerk's salary in view of upgrade of NJC pay scales as from 1 April 2019

The increase for the Clerk in accordance with the NJC pay scale was **approved** as from 1 April 2019.

19/12 Affordable Housing Project

Councillors were concerned that there had been no progress update on this issue for some time. The Clerk was requested to obtain an explanation of the up to date position from the housing association.

19/13 Clerk's Report

The Clerk reported as follows –

1. On 12 December I attended a Highway information event at the Memorial Hall regarding works planned for the A131/Essex Regiment Way roundabout and directed you to information about the project on the Essex County Council website.

2. I wrote to the relevant officer at the City Council putting forward the support of the Parish Council for a Community Governance Review of Parish Boundaries in view of ongoing development.
3. The Defibrillator training event will be taking place at the Tufnell Hall on 17 January 2019 and I continue to promote the event.
4. 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 **noted and accepted**.

19/14 To receive an update regarding Cricket Club fencing and leasehold arrangements

The Clerk has been in communication with the City Council regarding new lease arrangements and is awaiting documentation which she will press the council to provide as quickly as possible. A Solicitors quotation for dealing with the leasehold formalities of £825 plus VAT and disbursements was **agreed**.

19/15 To consider matters relating to the Allotments

Work to upgrade the recreation ground allotments is due to commence very shortly. Regarding Blasford Hill allotments it was **agreed** that the tenants may organise a large bonfire to dispose of some rubbish on site and that plot 12 may be halved to accommodate new tenants. There had been communication with the Orchard Trust who may be able to provide free apple trees but not until the end of this year. The tenants had requested that the Parish Council provide trees forthwith at a cost of around £150. However, in view of the possibility of free trees being provided it was **agreed** to pursue matters with the Orchard Trust rather than expending money at this stage.

19/16 To consider representations in relation to the Essex Library Consultation

Dealt with earlier in the meeting.

19/17 To consider issues in relation to traffic congestion

19/17.1 To receive results of recent traffic count

The traffic count at the top of Brook Hill showed average speeds 31.6mph southbound and 30.1 mph northbound. The Clerk will look at the more detailed figures with a view to the issue being considered further at the next meeting.

19/18 To consider issues surrounding administration of Parish Council website

The new Parish Council website with Essexinfo.net is now live. Councillors **agreed** to maintain the domain name of littlewaltham.org for the time being to enable residents to access the website that way as it is a website address that they have come to know. It was noted that this will bear a small cost of around £50 per annum.

19/19 To review ongoing litter picking arrangements

The Clerk had provided to Councillors a schedule of litter picking carried out regularly by DW Maintenance including bin emptying. Having considered the schedule Councillors **agreed** that a new large litter bin should be purchased for the bus shelter between the Tufnell Hall and the pub. It was also **agreed** to arrange another community litter pick in spring and to approach Costa Coffee and McDonalds to see if they could donate food or vouchers for the volunteers at the litter pick.

19/20 To consider traffic issues and representations to be made to Essex Highways in relation to Essex Regiment Way

Considered earlier in the meeting.

19/21 Matters to be raised by members for the next agenda.

The proposals for a David Lloyd health centre on the former golf course and to invite representatives for the applicants to the next meeting to clarify the proposals.

Meeting concluded at 9.05pm