

**LITTLE WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting held on 4 June 2019 at 7:30pm in the Tufnell Hall**

Present: Councillors            Edith Robertson (Chair)  
   Tony Campen  
   Mark Goff  
   Antony Kingham  
   Barbara Denny  
   Melanie Williamson  
   Michael Eve  
Clerk                                Suzanne Walker  
City Councillor            Councillor Knight and Councillor Steel  
County Councillor        Councillor Aldridge  
2 members of the public were present

Meeting commenced at 7.30pm

**19/105            Apologies**

Received from Councillor Tron. City Councillor Steel provided apologies for late attendance.

The Chairman had been advised of the death of a former Councillor Philip Parry. He had been a member of the Parish Council from 1996 to 2016 and had been Chairman from May 1996 until 2003. He had been instrumental in the acquisition of the village sign and had raised over £1,000 from public donation to fund the project. Also, during his time as Chairman, the tennis court and mixed-use games area had been installed. She has sent condolences to the family on behalf of the Parish Council.

**19/106            Declarations of Interest**

As Councillor Eve had already commented in relation to agenda item 19/109.3 and was predetermined on the issue, he agreed not to take part in the discussion of that agenda item.

**19/107            Consideration and approval of Minutes 20 May 2019**

The minutes of the meeting held on 20 May 2019 were formally **approved** by Councillors as a correct record and were signed by the Chair.

**19/108            Public Forum- to receive any representations from the public**

A resident advised that he had set up a group of villagers who are opposed to the unlawful erection of the fence by the Cricket Club. He expressed the intention to work alongside the Parish Council to resolve the issue and stated that he has arranged a public meeting to take place on 27 June 2019 at 7pm at the Memorial Hall and invited members of the Parish Council to attend. He is obtaining signatures to a petition to show the strength of feeling in the Parish and has been speaking to officers at the City Council. The Chairman provided an explanation of the current

situation and the intention to take care in the use of tax payers money in resolving the situation. It was noted that the Cricket Club have appointed a planning consultant and indicated that they intend to submit a planning application very shortly. The Chairman confirmed that when the planning application is submitted, the importance of residents not just expressing their views to the Parish Council but in submitting views to the City Council who will determine the application. The Chairman also advised that the Parish Council will be discussing the content of a letter to be submitted to the meeting on 27 June and the resident agreed that the letter would be read out to summarise the position of the Parish Council.

The Chairman of the Channels Residents Association confirmed that the petition in relation to the Community Governance Review has been submitted to Chelmsford City Council but no response has been received from the electoral officer. Councillors asked the Clerk to make contact with him to ascertain the current position.

Councillor Aldridge confirmed that he would send information about bus season tickets to the Clerk. He also confirmed that he had liaised with Highways in relation to the naming of a particular bus stop on Blasford Hill in response to the complaint from a resident but as the stop has been in situ for two years it is unlikely that action can be taken to rename the stop. He also mentioned that work is underway to upgrade the roads in the Bellway development to bring them up to adoption standard so that Essex County Council may adopt them. In relation to buses Councillor Williamson explained to Councillor Aldridge that she and the Clerk had attended a public transport meeting today and the fact that First Bus has reduced the service to Channels and stated that this is so they can ensure that the buses run to time. Councillor Aldridge agreed to take up this issue with First Bus as it is understood that there are contractual requirements in relation to the service and a reduction in service would breach the requirements.

Councillor Steel introduced himself as one of the new City Councillors for the ward.

### **19/109 New Planning Applications**

19/109.1 19/00177/FUL - 93A The Street, Little Waltham - Change of use from Residential (C3) to a Holiday Let Property (C1) – **No objection.**

19/109.2 19/00561/FUL - Regiment Way Golf Centre, Pratts Farm Lane, Little Waltham - Application for new facilities as agreed under the fifth Deed of Variation to the Channels legal agreement (18/01251/MOD106) including: adventure golf, safety netting, extensions to driving range including operational hub to provide food and drink facilities, provision of training equipment to driving range, extension to existing car park, patio area with outdoor furniture, signage, relocation of two existing golf course holes and associated landscaping and engineering works – Councillors discussed the application including the fact that no detailed design has been provided for the family golf centre. There was a concern that as the existing 9 hole course is downgraded it will mean a loss of members leading to the owners claiming, as they had done with the Channels course, that it is not economic to run and looking to develop the area for housing. Councillors **agreed to object** on the basis that the increase in parking provision will mean an increase in traffic along rural roads and through Little Waltham

village to access the area and that access should be provided from main roads, and that there should be a detailed plan for the family golf centre for consideration so the impact may be properly assessed. It is understood that the matter will be considered by the planning committee and a representative will be sent by the Parish Council.

- 19/109.3 19/00581/REM - Beaulieu Park, White Hart Lane, Springfield - Development of Zones K and L: Construction of 300 dwellings (92 x 1 bed, 141 x 2 bed and 67 x 3 bed) with associated infrastructure, servicing, landscaping and car parking spaces. – **agreed to object** on the basis that the proposed infrastructure and in particular road infrastructure has yet to be constructed and the proposed development will impose an unacceptable burden on existing infrastructure. Also, that the proposed designs are not in keeping with the surrounding development. To also mention the fact that there is still no crossing over Essex Regiment Way.

### **19/110 Planning Results**

The following results were **noted** -

- 19/110.1 CC/CHL/27/19/SO - Sheepcotes (A130/A131) Roundabout, Little Waltham - Highway improvement scheme including: carriageway widening on A131 Braintree Road leading to dedicated Segregated Left Turn Lane (SLTL) to A130 Essex Regiment Way; carriageway widening of the northbound A131 Braintree Road exit allowing 2no. traffic lanes to turn right from A130 Essex Regiment Way; reduction in the roundabout central island diameter and circulatory carriageway widening to accommodate northbound right turn movements in 2no. traffic lanes from A130 Essex Regiment Way to A131 Braintree Road; carriageway widening on A130 Essex Regiment Way exit to accommodate Segregated Left Turn Lane (SLTL); carriageway widening to 2no. lanes on A130 Essex Regiment Way entry providing additional stacking capacity; and flared carriageway widening on B1008 Braintree Road to provide 2no. lanes entry to the roundabout- **No Environmental Impact Assessment required**
- 19/110.2 18/02099/FUL - Outbuilding at Spartigans Hall Leighs Road Little Waltham - Conversion of existing outbuilding to new dwelling with all associated works – **Permitted**
- 19/110.3 19/05511/CAT - The Lilliepad, Brook Hill, Little Waltham - Leylandii Cypress - Remove all lower branches to main stem to a height of 5m to give clearance to driveway; Conifer hedge and Loral hedge - Opposite side of drive - Trim by 5m - Reason: Trees blocking access to driveway and property – **No Objection**
- 19/110.4 19/00476/FUL - Lilliefields, Wheeler's Hill, Little Waltham – Replacement residential dwelling – **Permitted**
- 19/110.5 19/00468/TEL56 – Telefonica Telecommunications Base Station Wheelers Farm  
Wheelers Hill Little Waltham - Proposed installation of 25m lattice mast supporting 3no. antennas, 2no. dishes & associated ground-based equipment – **Approved**
- 19/110.6 19/00395/FUL - Former Walnelter Belsteads Farm Lane, Little Waltham = Removal of condition 6 for previously approved application 17/01934/FUL - To remove existing hedge on site – **Permitted**

19/110.7 19/05535/CAT - 68 The Street, Little Waltham - Robinia - Fell - Reason: Suspected dark rot/fungus growing on trunk. Dead branches. Causing a raised area on kitchen floor due to possible tree roots – **No objection**

It was noted that a resident has complained about the use of a barn on Blasford Hill as an Air B&B and Councillors asked the Clerk to refer the issue to planning enforcement at the City Council.

### **19/111 To consider issues relating to the Chelmsford City Council Local Plan**

The relevant committee of the City Council is due to meet this week to consider the comments from the Inspector.

### **19/112 Correspondence**

#### **19/112.1 Essex County Council**

15 May 2019

Information about closure of Wheeler's Hill

23 May 2019

notification of road closures including Leighs Road and Drakes Lane

#### **19/112.2 Chelmsford City Council**

None

#### **19/112.3 Other**

23 May 2019

Information on EALC Strategy document

And usual bulletins

### **19/113 Amenities Working Party Report**

#### **19/113.1 To consider annual play inspection report**

The contents of the annual play inspection report were **noted**.

#### **19/113.2 To consider future improvements to the play areas in the recreation grounds**

The pre-application to the CIF fund has been approved and the Parish Council has been invited to submit a full grant application by the end of August. Councillors **agreed** to try and ascertain the views of residents on what recreational facility they would wish to see in the area by way of a questionnaire to be published on the website, Facebook, the Parish magazine and a sign at the play area.

### **19/114 Financial Matters**

#### **19/114.1 Payments for approval**

The following payments were **approved** –

<b>Payee</b>	<b>Item</b>	<b>£</b>	<b>VAT</b>	<b>Total</b>
Clerk	Salary (May 2019)	479.39	0.00	479.39
HMRC	PAYE (May 2019)	115.60	0.00	115.60
Essex Pension fund	pension contribution (May)	168.96	0.00	168.96
Clerk	expenses	133.10	0.00	133.10
Seagrave Inspections	Annual play area inspection	105.00	21.00	126.00

DW Maintenance	litter picking, gardening and Additional strimming	432.50	0.00	432.50
MD Landscapes	Grass cutting	245.70	49.14	294.84

### 19/114.2 Current account balance to be reported at the meeting.

The balance as at 31 May 2019 was reported to be £35,256.10

### 19/115 Clerk's Report

The Clerk reported as follows –

1. I have received feedback regarding the play in the park events during the Easter holiday. The afternoon session on 9 April was attended by 12 children and the morning session on 17 April was attended by 13 children.
2. The Little Waltham speed watch group will be taking part in the surround the town event on 28 June 2019.
3. Councillor Williamson and I will be attending the Essex County Council Public Transport meeting which is to be held on 4 June at the Essex Record Office and will report back at the Parish Council meeting that evening.

*The Clerk reported that as stated to Councillor Aldridge that the service to the Channels development had been reduced to try and deal with punctuality issues. In addition, the matter of devolution of bus services to the Parish sector was mentioned. It was unclear what this will mean in practise. The officer had stated they would wish communities to decide what bus services they require and more information will be made available in due course. It was also stated that Essex County Council is carrying out a review of ownership of bus shelters.*

*The Clerk has been contacted by Essex County Council who state that there is money available from the Local Highway panel to replace the bus shelter which the Parish Council own near Winckford Close. The County Council would then require the Parish Council to continue to be responsible for the shelter. Councillors stated that they would be happy for the shelter to be replaced and for the Parish Council to maintain responsibility for it on the proviso that it is replaced by a wooden shelter in view of the rural location and the fact it is in a conservation area. Also, the County Council will need to check the planning requirements in view of the location in the conservation area. Also, to point out that the seat has been raised to accommodate older users and it would need to be set at the same height.*

*It was noted that a resident had raised the issue of the naming of a bus stop at Blasford Hill. However, in view of the cost of renaming and the fact the stop has been renamed for two years no action to be requested by the Parish Council.*

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
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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
Repair of three bridges over streams in the Parish	Awaiting response from Essex County Council	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	Await Chelmsford City Council as to whether a valid petition has been received and progress on issue	April 2019

The Clerk also reported that Councillor Williamson will be attending the Chelmsford City Council Civic service and the new Chelmsford local Council association meeting. Information has been received by the Clerk regarding a new health and wellbeing board and information will be supplied to Councillors including the date of any meeting on the issue.

The report was otherwise **noted**.

**19/116 To consider the issue of Section 106 payments to this Parish**

The Chairman is in the process of drafting the letter discussed at the last meeting.

**19/117 Affordable Housing Project**

The RCCE Housing officer will be attending the July meeting to discuss the current housing needs survey, the progress of the project and speculative approaches from developers in relation to affordable housing in the Parish.

**19/118 To consider matters relating to the Allotments**

It was noted that the clearance of the recreation ground allotments had been delayed as a result of personal issues relating to the contractor but should progress shortly. The Calor Fund voting process closes on 17 June so the Clerk will again promote the matter as the allotment upgrade project is included in the list of schemes.

**19/119 To consider Neighbourhood Watch in the Parish**

The Clerk had been in contact with the Essex Chairman and a local co-ordinator who is willing to attend the next meeting to speak about the scheme. In addition, an invitation has been received for the Clerk and Councillor to attend the next AGM of the Chelmsford branch of Neighbourhood Watch to be held on 10 July 2019.

**19/120 To consider representations in relation to issue of a crossing for Essex Regiment Way**

Councillors discussed how to make their views known on the importance of a crossing over Essex Regiment Way. It was **agreed** to set out the position of the

Parish Council as discussed in previous meeting on the importance of a crossing to Councillor Aldridge so he can pass it to the relevant cabinet member to try and progress the issue.

**19/121 To consider response to Environment Agency consultation regarding flood and coastal erosion risk management**

It was noted that the consultation is in relation to high level strategy so no comments in general. However, to comment on the need to a strategy to deal with the flooding issue in Little Waltham.

**19/122 To receive an update regarding Cricket Club fencing and leasehold arrangements**

It was noted that the Clerk has responded to the City Council regarding the draft lease terms. The terms of a letter to be read out at the public meeting on 27 June were **agreed**.

**19/123 Matters to be raised by members for the next agenda.**

Affordable Housing and Neighbourhood Watch.

Meeting concluded at 8.35pm