

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 1 December 2020 at 7:30pm online

Present: Councillors Edith Robertson (Chair)
Antony Kingham
Melanie Williamson
Michael Eve
Chloe Tron
Rupert Watson
Jo-Ann Tinson
Clerk Suzanne Walker
City Councillor Councillor Knight
County Councillor Councillor Aldridge
21 members of the public were present

Meeting commenced at 7.30pm

20/172 Apologies

None received.

20/173 Declarations of Interest

None

20/174 To consider and approve Minutes 3 November 2020

The minutes of the meeting of 3 November 2020 were formally **approved** by Councillors as a correct record and will be signed by the Chairman.

20/175 Public Forum- to receive any representations from the public

A resident of Chatham Green confirmed he is speaking on behalf of a number of residents in relation to the North East Bypass. 31 households had responded to him with concerns. The residents do not oppose the bypass but have concerns, particularly when the change was made to change the exit of the road from the Deres Bridge roundabout to a new roundabout near Chatham Green on the A131. The map available on the website is ambiguous and does not provide useful information to them particularly those who live on the A131 itself. No communication has been received regarding a new roundabout and it is noted that the road will be made into a dual carriageway. The residents want to know when the plan changed to site the roundabout in a different position and to obtain a detailed plan to be clear on the proposals. They also wish to understand what provision will be made for Chatham Green to minimise disruption during the construction process as there are only two access points into the area.

Another resident raised concerns over the proposals for the Longfield Solar Farm in particular the increase of traffic at Cranham Road which will also have to deal with HGV traffic in connection with Marriage's Mill and will now have to come with additional HGV traffic. Also issues of batteries being stored in the close proximity to houses.

Councillor Aldridge agreed to take up with officers at Essex County Council questions of when the change was made regarding roundabout location, the dual carriageway, the lack of consultation, the proximity of properties to the road and a

request for a definitive map to scale showing where everything will be. The matter will be raised with Councillor Aldridge by the Clerk.

Councillor Aldridge has suggested that residents comment to cabinet member for the environment Simon Walsh as this is a project that will be determined by central Government.

Councillor Aldridge also provided a Covid update and advised that Essex County Council a winter grant fund and additional funding for community food initiatives. Councillor Knights also provided an update in relation to Covid and the financial position of the City Council. He also confirmed that the gates at the Cricket Field are due to be installed prior to Christmas.

A representative from the Office of National Statistics provided a summary of the census that will be taking place in 2021 with the aim for the majority of responses to be completed online. She is liaising with the Parish Council to raise awareness of the census and provide assistance in making sure as many people as possible can complete the census with a focus on digital inclusion. It was confirmed that there will be an article in the Parish magazine with posters on the noticeboards and all residents will be receiving a flyer with an access code to enable them to complete online. There will be liaison with the community halls with a view to accommodating an event to assist residents.

20/176 New Planning applications

20/176.1 20/02688 – Channels phase 6 Street naming application – **Agreed** no objection but to raise the fact that there had been discussions to name streets with relevance to notable geological features in the area.

20/176.2 20/05635/CAT - 76 The Street, Little Waltham - Ash - rear garden - Crown reduction of 4m off height and sides. Reason: crown is encroaching on neighbouring gardens and on house; blocking out a lot of light and potential for damage to the property; maintain the size of the tree as it takes up a huge section of the garden, being the gardens are only small. Crown reduction proposed every 4-6 years. All tree work will be carried out to British standard -**No Comments.**

Councillor Aldridge confirmed that there has been a delay in opening the RDR due to technical reasons but there is a hope for the road to be opened shortly he will feedback information to the Parish Council.

20/177 Planning Results

The following planning results were **noted** -

20/177.1 18/01056/S73/1 - Land North South And East Of Channels Drive Broomfield - Variation of condition 1 (approved plans) of the previously granted permission 18/01056/REM - (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). Amendments and reconfiguration to sizes and layout of residential land parcels A - G. Alterations to designs of housetypes A1 and A2. Additional house types E3 and F3 implemented into design- **Granted**

20/177.2 20/01266/FUL - Glenmore, Blasford Hill, Little Waltham - Retrospective application for forward parking area with associated landscaping works. Proposed widening of access, including folding gate – **Refused**

20/177.3 20/01439/FUL - Greenways, Chatham Green, Little Waltham - Proposed reconstruction of existing domestic garage on a like-for-like basis and erection of single storey rear extension for domestic workshop and storage use – **Permitted**

20/177.4 20/02730/NAMPRO – Outbuilding at Spartigans Hall, Leighs Road, Little Waltham – **Confirmation** that the property shall be named ‘The Annexe’

20/177.5 20/02739/NAMPRO - Land at Poste House Cottage, Domsey Lane, Little Waltham – **Confirmation** that the property shall be named ‘Daffodils’

20/177.6 20/05624/CAT - 4 Winckford Close, Little Waltham - Prune G1 Prunus and Crab Apple - rear garden - reducing the height of the Prunus by approx. 3m prune to balance the crown, thin by 15%. Reduce the crown height of crab apple by approx. 2.5m to achieve similar finished height as Prunus. Reason: To maintain size of trees – **No objection**

20/178 To consider representations in relation to the environmental impact assessment for the proposed Longfield Solar Farm.

It was confirmed that this is an EIA which will be followed by a planning application. It was **agreed** to raise concerns over the impact upon the flora and fauna and the scale of the proposed development. It was noted it is grade 2 agricultural land when land is required for food production. Concerns were raised in relation to the additional traffic especially HGV traffic on small roads which are unsuitable for HGV lorries.

20/179 to consider representations in relation to the Chelmer Valley Park and Ride consultation

It was **agreed** to support the proposals provided it does not deter use of the Park and Ride

20/180 To consider representations in relation to the prospective Pegasus Crossing at Essex Regiment Way and bridleway alterations

Councillors **agreed** that there is no objection to closing bridleways 39 and 42 and to keep the bridleway on a line with the proposed Pegasus Way and is avoids walking along Essex Regiment Way. It was noted that where the bridleway joins Little Waltham Road there is an issue with people parking on the road and issues with safety so those on bicycles emerging from the bridleway are not confronted by traffic to the top of Mill Lane to afford protection. There is no footpath on the road. It was therefore **agreed** to raise those concerns and ask Essex Highways to find a way to address the issues.

20/181 Correspondence

20/181.1 Essex County Council

3/11/20	Chelmsford North East bypass newsletter
5/11/20	Information about rights of way and bridleway
11/11/20	Highway update
17/11/20	Information about Superfast Broadband event
19/11/20	Notification of road works at Wheeler’s Hill

23/11/20

Climate Change action committee report

20/181.2 Chelmsford City Council

5/11/20

Mayor's Newsletter

5/11/20

Impact of lockdown on City Council services

20/181.3 Other

5/11/20

Update from Stop Stansted Expansion

25/11/20

Notice of CCG meeting

Usual Bulletins

In addition the Chairman had received an email from the URC Church inviting the Parish Council to send a goodwill message to be included on the Church Christmas tree and Councillors agreed to send a message of goodwill to all residents.

It was agreed to deal with the following issues out of order to allow Councillor Aldridge to deal with matters that concern him

20/182.4 To consider report in relation to children's play area and consider prospective grant application to the Essex County Councillor Localism fund

Councillors considered the report and agreed to replace both the seats in the play area the cost being £600 for each seat and to apply to the Localism Fund for a contribution. It was noted there is a small amount of money in the budget for street furniture.

20/187 To consider the issue of speeding traffic in the Parish

The Clerk had circulated the 2018 traffic survey showing 2,600 cars travelling through the village each day and Councillor Watson considered it to be a huge rat running problem. Upon discussion and considering the matter and issues of both speed and volume and the fact that traffic will only increase in the area it was **agreed** to apply to the Local Highway Panel for a speed reduction along Back Lane from the 30mph speed limit up to Essex Regiment Way so that the National speed limit to 40mph, a stand out to be constructed at a point in Brook Hill and to ask for Little Waltham village to be made 'access only' and to be enforced with ANPR cameras.

20/182 Amenities report

20/182.1 To review the use of the play area and tennis courts with reference to the risk assessments

It was noted that the tennis court will be re-opened as from 2 December 2020 with a new play area sign. The risk assessments will otherwise stay in place.

20/182.2 To consider the quotations for tree work at recreation grounds

Councillors considered the quotes received and **agreed** to appoint JCM Landscaping to carry out the work subject to planning permission for trees in the conservation area and consent has been granted for the remainder of the trees.

20/182.3 To consider upgrade of Tennis Court area and potential outdoor gym equipment

It was noted that the City Council need to consent to the particulars especially in relation to the outdoor gym equipment and the consents need to be tied up with the new lease. To enable Councillors to fully consider the quotes the Clerk was asked to find out from Mant Leisure and Wicksteed as to locations of outdoor gym equipment in Essex which Councillor can view and to find out which company constructed some local outdoor gym equipment.

20/182.4 To consider report in relation to children's play area and consider prospective grant application to the Essex County Councillor Localism fund

Considered earlier in the meeting.

The table tennis table was supposed to be delivered last week but the carriers declined to deliver stating they could not transport it across the field. When this was reported to Chelmsford City Council it was agreed that some of their workers will be made available to assist with a future delivery so the table can be put in place shortly. A date is awaited.

Chelmsford City Council has changed its procedures regarding Play in the Park whereby a minimum of 2 sessions in one day can be booked. It was **agreed** to book one day (2 sessions) during the Easter sessions which is subject to booking toilets at the Memorial Hall. Subject to attendance consideration will be given to booking during the summer holidays.

Councillor Williamson confirmed that two play areas being a children's play area and a skate area at Channels are due to open by Channels Drive on 18th December 2020

20/183 Financial Matters

20/183.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Nov)	442.66	0.00	442.66
HMRC	PAYE (Nov)	106.20	0.00	106.20
Essex Pension Fund	Pension Contribution (Nov)	164.48	0.00	164.48
Clerk	expenses	135.17	9.85	145.02
EALC	Councillor Training (1)	90.00	18.00	108.00
EALC	Councillor Training (2)	90.00	18.00	108.00
EALC	Health Conference (1)	30.00	6.00	36.00
EALC	Health conference (2)	30.00	6.00	36.00
Myers Scott	website update (accessibility)	20.00	4.00	24.00
Myers Scott Ltd	renewal of website hosting	119.90	23.98	143.88
Essex County Council	Tree Safety survey costs	425.00	85.00	510.00
Perspective Landscapes	Gardening	40.00	8.00	48.00
DW Maintenance	rubbish clearance allotments	225.00	0.00	225.00
DW Maintenance	litter picking and gardening	397.00	0.00	397.00

In addition, the Clerk reported that the lock on the village noticeboard had sheared away so the board can not be opened. To supply the new lock the cost is £65.00 and a locksmith will have to be engaged to drill out the lock and install the new one. Councillors agreed the expenditure for the lock and agreed that up to £100.00 may be spent on a locksmith.

20/183.2 Bank account balances to be reported at the meeting.

As at 1 December 2020 the current account is £62,396.54 and the saver account £2,383.34

20/183.3 To consider draft of budget for 2021 – 2022

The budget was considered and discussed. It was noted that there will be no increase to allotment rents. The budget was **agreed** and **approved** and it was noted that this will be a 0% increase for residents paying their Parish precept. The contract for gardening and litter picking to be reviewed to insure best value.

20/184 Clerk’s Report

The Clerk reported as follows –

1. I have reported further flooding at Blasford Hill to Councillor Aldridge which has been passed onto Essex Highways to resolve. It appears to be again be the issue of the blocked culvert by the allotment site that occurred last year.
2. Chelmsford City Council has erected signage to deter fly tipping by the bus stop at Winckford Close and is assessing where it can place signage along Back Lane.
3. On 4th November I attended a planning update meeting online hosted by Chelmsford City Council.
4. On 9th November and 19th November, I attended training webinars regarding the management of allotment sites and will look to review the procedures that the Parish Council currently has to make sure they remain fit for purpose and will report back on any issues at future meetings.
5. I have reported the fact that 17 Brook Hill is still continuing to exercise vehicular access into the rear garden of its property via the car park. Advice was previously provided that the house does not have a right of way to do so. The City Council has acknowledged receipt of my report but has not advised what action will be taken.
6. On 12th November 2020 I attended the SLCC Essex branch AGM and Training Day where a useful legal update was provided on local government matters. I was again voted to be the branch secretary.
7. 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 speed limit at Chatham Green– LHP has advised that traffic surveys have shown that the average speed of traffic is below 30mph	Awaiting final determination from LHP	December 2016

Local Highway Panel – application for a crossing at Ash Tree Corner	LHP has advised that they statistics show that a crossing can not be justified but they area currently considering whether to install a refuge to assist those crossing the road	Novemer 2019
South Essex Parking Partnership – application for yellow lines on the junction of the B1008 and The Street by the school	The South Essex parking Partnership are recommending that yellow lines be painted on both junctions and the matter is due to go out for public consultation shortly.	November 2019
Resolve issue of electric pole at Blasford Hill allotments	Essex County Council is negotiating a Wayleave consent	March 2020

Broomfield Parish Council had requested a meeting to discuss boundaries but having provided available dates no further contact has been made. The report was otherwise **accepted**.

20/185 To consider matters relating to the allotments

20/185.1 To consider request for a willow dome from a tenant at the Blasford Hill site

As no further information received from the tenant no consent until further information has been provided.

20/185.2 To consider subscribing to the National Allotment Society

It was **agreed** to subscribe for one year to the society in view of the support available to Parish Councils and the fact that there is a current reduction of 10% on the annual subscription fee.

20/185.3 To receive update regarding the recreation ground allotments

It was **agreed** to ask the tree surgeon to spread the wood chip over the nettles. Also **agreed** to remove the wooden pallett.

20/186 Affordable Housing project

Plans still awaited from Chelmer Housing Partnership.

20/187 To consider the issue of speeding traffic in the Parish

Dealt with earlier in the meeting.

20/188 To receive an update in relation to issues raised regarding Glebe Field

The buildings in the field are increasing in size and a number of pallets have been delivered and more goats are in the field. The planning application from the tenants has not been validated as it is lacking in information. The planning enforcement officer has not taken further action. It was **agreed** to request that Councillor Knight ask the planning department to provide a deadline for the requisite information to be provided failing which enforcement action to be taken. It was noted that the Diocese have been asked to advise the Parish Council if the field becomes vacant. Councillors asked that the Diocese be updated on the current position.

20/189 To receive update regarding recreation grounds leasehold arrangements

The pavilion survey is due to take place next week. The City Council is due to dispatch the legal paperwork prior to Christmas and the gate is due to be installed prior Christmas and will clear the Pavillion at the cost of the City Council.

20/190 Matters to be raised by members for the next agenda.

Traffic issues, Affordable Housing, Glebe Field, recreation ground lease.

Meeting concluded at 9.32pm