

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Online Meeting held on 5 January 2021 at 7:30pm

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
5 members of the public were present

Meeting commenced at 7.30pm

21/01 Apologies

Received from City Councillor Steele.

21/02 Declarations of Interest

None.

21/03 To consider and approve Minutes 1 December 2020

The minutes of the meeting of 1 December 2021 were formally **approved** by Councillors as a correct record and will be signed by the Chairman.

21/04 Public Forum- to receive any representations from the public

The representative from the Channels Residents Association confirmed that the path and park area to the retail units opened on 18th December 2020 which means people can walk to the area although the lights will not be active until later this week. There is a problem that lots of people travelling to skate area not just locally but from further afield and it is resulting in parking problems along Channels Drive and Albatross Way and the bus stop is also blocked although the bus stop has not as yet been marked out. It is creating a safety issue. There is a problem in that the roads have not been adopted so that the management company say they cannot act and it is understood that the roads will not be adopted for at least another 3-6 months. There may be some parking provided but liaison is required by Highways. He enquired as to how there can be liaison to resolve the issue. It was confirmed that fixed penalty notices can now be issued in relation to social distancing issues and such issues should be reported to the Police. It was confirmed that the Parish Council may only refer issues to the Local Highway Panel if the road is adopted and it was suggested that the current issues should be reported to County Councillor Aldridge in the first instance.

A resident from Chatham Green who had attended the last meeting requesting an update regarding the North East bypass. The Clerk will ask Councillor Aldridge for an update.

Councillor Knight advised that he is receiving an update later this week in relation to Glebe Field and will update the Clerk. The gate to the recreation field is due to be replaced next week.

21/05 New Planning applications

21/05.1 20/05638/CAT - 77 The Street, Little Waltham - Silver Birch - Crown reduction by 3 metres to previous cut points. 15% crown thin – **No**

Comments

21/05.2 20/01879/FUL - Blasford Hill Fisheries, Blasford Hill, Little Waltham - Construction of new dwelling for use as fisherman's Lodge with associated infrastructure and landscaping – It was noted that in the past applications have been refused due to the policy in relation to the green wedge. The current application states that it is for business purposes for a Fisherman's Lodge. Councillors considered that a 3-bed house appears quite large and that although it is stated to be single storey is appears very tall and has the appearance of a 2-storey house and the modern appearance is not in keeping with the rural area. It was noted that archaeological works would be need to be investigated. It was **agreed** to object on the basis that it appears to be a residential dwelling not a Fisherman's Lodge and that it is not an appropriate development within the Green Wedge in view of its size, style and impact. Also, to note that it appears to be a two-storey house.

21/05.3 20/05643/CAT - Taylor's Park, Little Waltham - G11 marked on plan - Hawthorn - To reduce the overhang off the bus shelter by 3m to the kerb line and in relation to the remainder of the tree line, to face back the vegetation to the pathway edge and raise low branches over the footpath by 1.5 meters; T9 marked on plan - Horse Chestnut - Remove the dead branches exceeding 3cm diameter - Reason: The tree is suffering from dieback in the top of its crown creating dead wood; T10 marked on plan - Rowan - Fell - Reason: Tree is in poor condition. The Health and Safety tree inspection recommends the tree is felled to ground level or monolith at 2 meters to retain standing deadwood habitat – **No Comment** as this is an application from the Parish Council.

21/05.4 20/01949/FUL - 11 Brook Hill, Little Waltham - Demolition of existing single storey rear extension and replacement with a part two, part single storey rear extension and the addition of new side porch – the objection from a neighbour was noted and in particular in relation to the dimensions and size of the development and it was **agreed** to comment upon the accuracy of the dimensions and the size and impact of the proposed extension.

21/05.5 20/01907/OUT - Land north west of Montpellier Villa, Blasford Hill, Little Waltham - Outline application for the construction of 10 dwellings with associated access. (approval to be sought on access, appearance, layout and scale) – Councillors noted that there has been a substantial amount of consultation and liaison on the part of Bloor Homes to achieve a suitable design standard in the part of land adjacent to this application which is sympathetic to the area however this application contains 3 storey town houses which are out of keeping with the area which includes listed building which are in the Doomsday book. It was **agreed to object** to the application on the basis that the design and style of the proposed houses are not in keeping with the area. It appears to be a high-density development on a small piece of land and the configuration may well raise

parking issues. Consideration has not been given to the style of housing in the location of listed buildings and the design will not complement the style of a sensitive historic area. Also, it is not desirable to have more housing in the area due to the adverse impact of additional traffic accessing Blasford Hill which is a road at 90% capacity and this also constitutes piecemeal ribbon development which is not of a cohesive design for the area. Bloor Homes have been working on the design of a junction or roundabout further along the road so this additional access will have an adverse impact. Also, to raise the issue of mineral extraction that had previously been mentioned for the site and whether a mineral survey has been carried out.

- 21/05.6 To consider application by Bloor Homes for development of site at Blasford Hill, Little Waltham – application not yet received so will be considered when received at a future meeting.

21/06 Planning Results

The following results were **noted** -

- 21/06.1 20/00964/FUL - Site at 98 The Street, Little Waltham - Conversion of the existing outbuilding into a two-bedroom dwelling. Associated hard surface off-street parking (porous in nature and aesthetically appropriate) –

Granted

- 21/06.2 20/01440/FUL - Littlefields, Wheeler's Hill, Little Waltham – Replacement dwelling – **Granted**

- 21/06.3 20/01546/FUL - 10 Church Hill, Little Waltham - Single storey rear extension. Revision of previous application 20/00568/FUL to alter external materials on extension – **Granted**

It was noted that Councillor Aldridge had joined the meeting and it was agreed he could provide an update at this stage of the meeting. He confirmed that he had spoken to residents in the area of Alstead Farm in relation to the location of the North East bypass and it appears a bridge will be constructed at Drakes Farm and Cranham Lane. He advised that he awaits an update in relation to other issues raised regarding the bypass near Chatham Green. He provided an update in relation to COVID-19 and in particular the fact that there is to be a roll out of the vaccine programme locally. The Pegasus crossing at Essex Regiment Way is due to progress shortly. He is awaiting progress regarding a gate at Scurvy Hall Lane. He is aware of the issue of the adoption of the roads at Channels and the parking problems and the fact that the adoption of the roads will take up to 6 months – Councillor Aldridge will take the matter up with Highways and the fact that the issue that the bus stop has not been marked out. It was noted that the play park is managed by Channels Management Company and Councillor Aldridge will also liaise with them.

It was agreed to deal with agenda 21/13 at this stage of the meeting.

21/13 To consider the issue of speeding traffic in the Parish and the status of the Local Highway Panel application

The initial feedback from the LHP was noted which indicates that as the roads through the village are PR2 routes it would be highly unlikely to be able to achieve traffic calming measures. The LHP state that the statistics do not justify the

suggested measures. If the 30mph were to be extended it would confound the criteria of the limit which requires a certain density of buildings and streetlights in the area. An application by Belstead School for a 30mph limit at the other end of Back Lane had been refused. Councillor Aldridge asked if the Parish Council had considered erecting speed indicator devices but that would depend on a fixed speed limit under the national speed limit. It was noted that the traffic problem will only become worse due to additional development in the area. Councillors **agreed** to request that John Aldridge request to the LHP a downgrade of the roads from PR2 status to local road which would be more appropriate in relation to the style of roads and a reduction of the National Speed limit on Back Lane to 40mph. It was noted that a speed reduction was granted for a similar style of road at Great Waltham at South Street which would appear to be a precedent which is a wide and open road and a low density of housing.

21/07 To consider issues in relation to the potential upgrade of Public Footpath 28 within the Parish

It was noted that the Local Highway Panel had noted that it will cost in the region of £30,000 to repair the public footpath 28 and had suggested that the Parish Council make a substantial contribution. It was **agreed** that the Parish Council will not make any payment as it does not have the money in the budget for such expenditure which is the responsibility of Essex County Council. In addition, it was noted that the people who move into the prospective Bloor Homes development will be the users of that footpath as it will be the main pedestrian access to the village in order to access the village services such as school and GP surgery and thus to suggest that a contribution should be sought from the developer to support local infrastructure which is impacted as a result of the development.

21/08 Correspondence

21/08.1 Essex County Council

30/11/20	Information about Christmas emergency fund
3/12/20	Update on County Wide Bus Shelter project
15/12/20	Highway Highlights bulletin
17/12/20	Update on plans to renew white line markings at B1008 junction (dual carriageway)
18/12/20	Update regarding works to A12

21/08.2 Chelmsford City Council

15/12/20	Mayor of Chelmsford Newsletter
23/12/20	Information about Community Governance Review

21/08.3 Other

30/11/20	Information from CCG about child health app
10/12/20	Information about request for vaccine rollout volunteers

And usual bulletins

21/09 Amenities report

21/09.1 To review the use of the play area and tennis courts with reference to the risk assessments

In view of the latest COVID-19 lockdown rules the tennis court has been locked with signage to say it is closed. The play area will remain open with the adequate signage.

21/09.2 To consider upgrade of Tennis Court area and potential outdoor gym equipment

Councillors have not been able to view the equipment from the contractors and there is the issue of the recreation ground lease to finalise before the project can progress.

It was noted the table tennis table is due to be delivered tomorrow and Councillors Eve and Kingham agreed to assist the team from the City Council in accepting delivery.

21/09.3 To consider booking for the Play in the Park scheme

Two sessions have been booked for 9th April 2021. It was **agreed** to book a day for play in the park in the summer subject to availability of the Memorial Hall toilets.

21/09.4 To consider Quarterly play area inspection

The report was **noted** and in particular a quote is awaited for the repair of the tennis court fencing.

21/09.5 To consider issues relating to new benches.

The total cost of the acquisition of the two new benches including delivery was **agreed** and the order can be placed. The Clerk had attempted to obtain quotes for the installation of the benches but only DW Maintenance was willing to quote and Councillors **agreed** their quote with the suggestion that the benches are not installed until March. A grant from the Locality fund has been agreed for £596.00 to partially fund the purchase which must be claimed by the end of this financial year.

21/10 Financial Matters

21/10.1 Payments for approval

The following payments were **approved** –

Payee	Item	£	VAT	Total
Clerk	Salary (Dec)	442.46	0.00	442.46
HMRC	PAYE (Dec)	106.40	0.00	106.40
Essex Pension Fund	Pension Contribution (Dec)	164.48	0.00	164.48
Clerk	expenses	43.99	2.40	45.99
T Payne	repair to noticeboard	75.00	0.00	75.00
Greenbarnes Ltd	new lock for board	65.06	13.01	78.07
National Allotment society	Subscription fee	60.30	0.00	60.30
Myers Scott Ltd	Upgrade of storage	22.50	4.50	27.00
Seagrave Inspections	Play area inspection	98.00	19.60	117.60
Paul Clark Printing	Printing of magazine	548.00	0.00	548.00
Perspective Landscape	Gardening	20.00	4.00	24.00

DW Maintenance	New rose bushes	220.00	0.00	220.00
DW Maintenance	Gardening and litter picking	382.00	0.00	382.00
TMA Surveyors	Survey of Pavilion	450.00	90.00	540.00

21/10.2 Bank account balances to be reported at the meeting.

As at 31 December 2020 the balance of the current account is £60,360.30 and the saver account £2,383.34.

21/10.3 To approve Clerk’s overtime in relation to production of magazine

Councillor **approved** 8 hours overtime for the preparation of the magazine.

21/10.4 To receive Quarterly financial report

The report was **considered and approved**.

21/11 Clerk’s Report

The Clerk reported as follows –

1. Play in the Park has been booked for the Parish for Friday 9th April 2021.
2. I have raised a complaint from a resident regarding encroachment onto City Council land by another resident and I am awaiting a response from the City Council.
3. Two delivery dates were offered for the table tennis table but unfortunately could not be accommodated with the City Council. It is hoped that the table can be delivered in January and I will keep you informed.
4. The new rose bushes were planted at the bottom of Church Hill on 1 December 2020.
5. Due to delays with suppliers the fencing repair at the allotment site will not be taking place until the end of January 2021
6. I have heard from Essex County Council regarding the bus shelter project and have in the first instance identified with them the shelters owned by the Parish Council. Information will be provided shortly so that formal highway licenses can be put in place for the shelters which is an issue for all Essex Parishes as it has not been undertaken previously.
7. I have contacted the Memorial Hall to ascertain availability in case the Parish Council seek to accommodate a census event in March 2021 and await a response on availability.
8. Having advised Broomfield Parish Council of the availability of Councillors to meet to discuss Parish Boundary issues I have heard nothing further in that regard.
9. I reported a complaint from a resident that the Chelmer Avenue car wash were still working during Tier 4 Covid restriction to the Police who paid a visit to the premises and I understand that business is now closed.
10. 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 in Chatham Green– LHP has advised that traffic surveys have shown that the	Awaiting final determination from LHP	December 2016

average speed of traffic is below 30mph		
Local Highway Panel – application for a crossing at Ash Tree Corner	LHP has advised that they statistics show that a crossing cannot be justified but they are currently considering whether to install a refuge to assist those crossing the road	November 2019
South Essex Parking Partnership – application for yellow lines on the junction of the B1008 and The Street by the school	Public consultation was undertaken in November/December 2020.	November 2019
Resolve issue of electric pole at Blasford Hill allotments	Essex County Council is negotiating a Wayleave consent	March 2020
Local Highway Panel – application for speed reduction along Back Lane, Stand out chicanes in Brook Hill and access only provisions to the village centre	Awaiting validation	December 2020

The report was **accepted**.

21/12 Affordable Housing project

No further news so Councillors requested that the Clerk chase up the RCCE for a progress update.

21/13 To consider the issue of speeding traffic in the Parish and the status of the Local Highway Panel application

Dealt with earlier in the meeting.

21/14 To receive an update in relation to issues raised regarding Glebe Field

An update is awaited from Councillor Knight and will be communicated once received.

21/15 To receive update regarding recreation grounds leasehold arrangements

The new gate is due to be installed next week. The survey has been received and circulated to Councillors which includes a condition survey and photos. All that is awaited is for the City Council to submit the lease documentation to the Parish Council Solicitor which has been outstanding for some time now. The City Council had promised to dispatch the documents prior to Christmas but did not do so. Councillors asked Councillor Knight if he could bring pressure to bear to resolve the matter as it is holding up other issues such as the tennis court upgrade and outdoor gym equipment as well as possible future plans for the pavilion. Councillor Knight agreed to raise the issue.

21/16 Matters to be raised by members for the next agenda.

Parking, Channels Parking, Community Governance Review, Co-option of new Councillors, Glebe Field and Recreation Ground.

Meeting concluded at 8.44pm