

## LITTLE WALTHAM PARISH COUNCIL



Clerk: Suzanne Walker  
Phone: 01376 331251  
[clerk@littlewaltham.org.uk](mailto:clerk@littlewaltham.org.uk)  
[www.littlewaltham.org.uk](http://www.littlewaltham.org.uk)

Dear Councillors,

You are hereby summoned to attend the meeting of Little Waltham Parish Council which will take place at 7.30pm on **Tuesday 16<sup>th</sup> May 2023** at the Memorial Hall, Brook Hill, Little Waltham, Essex for the transaction of the following business:

**SUZANNE WALKER**

Signed Suzanne Walker  
Clerk to the Parish Council

Date 10<sup>th</sup> May 2023

**Members of the public and press are also cordially invited to attend the meeting.**

### **AGENDA for the ANNUAL MEETING OF LITTLE WALTHAM PARISH COUNCIL**

**23/73: To elect the Chairman for the Civic Year**

**23/74: Apologies**

**23/75: Declarations of Interests**

**23/76: To consider and approve the Minutes 3<sup>rd</sup> April 2023**

**23/77: To consider Committees and Representatives for the Civic Year**

**23/78: Public Forum- to receive any representations from the public.**

**23/79: To receive reports from Councillor's attendance at external meetings.**

**23/80: Clerk's report**

#### **23/81: New Planning applications**

- 23/81.1 23/05059/TPO - Land South of Runneymead Cottage, Main Road, Little Waltham – work to tree covered by a Tree Preservation Order
- 23/81.2 23/05028/TPO - 71 The Street, Little Waltham – work to tree covered by a Tree Preservation Order
- 23/81.3 23/00525/FUL - Land between Peartree Cottage and Daffodil Cottage, Braintree Road, Little Waltham - Demolition of existing storage buildings and construction of replacement 3-bedroom chalet bungalow and single cart lodge. To include a new access from the A131 via existing gateway

- 23/81.4 23/00574/FUL - Chelmer Valley Park and Ride - The inclusion of secondary temporary uses within the approved Chelmer Valley Park and Ride facility
- 23/81.5 23/00709/ADV - Waltham Service Station, Main Road, Little Waltham - Retrospective application for non-Illuminated freestanding sign
- 23/81.6 23/00705/FUL – The Weir, Brook Hill, Little Waltham – garage conversion to habitable accommodation

**23/82: To note planning results**

- 23/82.1 21/00039/LBC - 84 The Street, Little Waltham - Remove old windows with like for like replacements. Replacement front door – **granted**
- 23/82.2 ESS/147/20/CHL/ ESS/148/20/CHL - Bulls Lodge Quarry, Generals Lane, Boreham – continuation of development permitted by CHL/1890/87 without compliance with certain conditions – **Granted** subject to a legal agreement being implemented.
- 23/82.3 23/00097/FUL - The Millstone, Blasford Hill, Little Waltham - Retrospective application to extend height of front wall – **granted**
- 23/82.4 23/00094/FUL - 25 Condor Gate, Little Waltham – single storey rear extension – **granted**
- 23/82.5 23/05038/TPO - Sparrowhawks, Main Road, Little Waltham – work to tree covered by Tree Preservation Order – **Granted**
- 23/82.6 23/00254/FUL - 13 Chapel Drive, Little Waltham - Garage conversion to provide habitable space (study and utility) including new pitched roof with addition of roof light – **granted**
- 23/82.7 23/00319/FUL - The Chimneys, Braintree Road, Little Waltham - Retrospective planning application to use Annexe as residential guest accommodation – **granted**
- 23/82.8 23/00287/FUL - 2 Albatross Way, Little Waltham - Retrospective Garage conversion into habitable living space – **Refused**.

**23/83: To undertake annual review of policies.**

**23/84: To confirm that the Parish Council is still compliant with the criteria for the Foundation award within the Local Council Award Scheme**

**23/84: To consider use of the General Power of Competence**

**23/85: Correspondence**

**23/86: Amenities report**

- 23/86.1 To consider quotations to repair the fencing around the tennis court
- 23/86.2 To consider cost of purchase of new winding mechanism of tennis posts
- 23/86.3 To consider the quotes to jet wash the tennis court and repairing the surface
- 23/86.4 To consider purchase of signage for playing field gate

**23/87: Financial Matters**

- 23/87.1 Payments for approval
- 23/87.2 Bank reconciliation statement
- 23/87.3 To consider the internal audit report
- 23/87.4 To consider and approve the Governance statements within the Annual Governance and Accountability Return.
- 23/87.5 To consider and agree the draft accounts and the accounting statements within the Annual Governance and Accountability Return.
- 23/87.6 To confirm the dates for the exercise of public rights.

23/87.7 To review the signatories to the bank account  
23/87.8 To review Direct Debit payments.

**23/88: Affordable Housing project**

**23/89: To consider the issue of traffic in the Parish**

23/89.1 To consider progress regarding Origin and Destination survey

23/89.2 To consider issues surrounding the 20s Plenty campaign and consider whether to purchase further signage.

23/89.3 To consider application to the Local Highway Panel regarding the position of the gate at Back Lane.

23/89.4 To consider resident's complaint regarding issues of crossing Brook Hill adjacent to the GP surgery

**23/90 To receive update regarding Pavilion project**

**23/91: To consider representations regarding the Essex County Council ward review**

**23/92: To consider resident's request for a defibrillator at Chatham Green**

**23/93: To review the Coronation event**

**23/94: Matters to be raised by members for the next agenda.**