

# LITTLE WALTHAM PARISH COUNCIL



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Dear Councillors

You are hereby summoned to attend the meeting of Little Waltham Parish Council which will take place at 7.30pm on **Tuesday 5<sup>th</sup> December 2023** at the Memorial Hall, Brook Hill, Little Waltham, Essex for the transaction of the following business:

*Michelle Harrison*

Signed Michelle Harrison  
Clerk to the Parish Council

Date 27 November 2023

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

## AGENDA

- 23/191: Apologies**
- 23/192: Declarations of Interests**
- 23/193: To consider and approve minutes**  
23/193.1 Minutes dated 7 November 2023  
23/193.2 The Minutes of Extra Ordinary Meeting dated 21 November 2023
- 23/194: Public Forum- to receive any representations from the public**
- 23/195: To receive reports from Councillor's attendance at external meetings**
- 23/196: Clerk's Report**
- 23/197: New planning applications**  
23/197.1 23/01851/FUL - Annexe Rembrandt House Main Road Little Waltham - Single storey side & first floor extension over existing kitchen  
23/197.2 23/01799/FUL - Land South of The Wilderness Leighs Road Little Waltham - Demolition of existing stables and construction of a single storey dwelling with widening of access  
23/197.3 23/01828/FUL - Sparrowhawks Main Road Little Waltham Chelmsford - Single storey rear and side extensions. Demolition of existing garage. Construction of new garage and construction of replacement garden boundary wall.  
23/197.4 23/01747/FUL - Merefields Main Road Little Waltham Chelmsford - Excavation of pond with the erection of a cabin and jetty.  
23/197.5 23/01751/OUT - Zone 2 Chelmsford Garden Community Beaulieu Parkway Chelmsford - Outline planning consent for a mixed use Garden Community to be delivered in severable phases with all matters reserved (save for where full details are submitted for a new access junction from Beaulieu Parkway - RDR1) for residential development  
23/197.6 23/05633/CAT - 29 - 31 The Street Little Waltham Chelmsford Essex - Fell Twisted Willow located at rear of property, tree has become too large for location  
23/197.7 23/05629/CAT - Little Waltham Hall Brook Hill Little Waltham Chelmsford - Cypress Leylandii hedge on southern boundary - Reduce height by approx 6m - Reason: allow more light in to the gardens of both Little Waltham Hall and Hallfield House. It will also reduce the hedges to heights which will be easier to manage and less prone to wind damage.

- 23/197.8 23/01646/FUL - Land South East Of Baileys Cottage Chatham Green Little Waltham Chelmsford - Retrospective application for the siting of a mobile home for use by agricultural workers in association with the keeping of animals.
- 23/198: Planning results for note**
- 23/198.1 23/05614/CAT – The Old Rectory Brook Hill Little Waltham Chelmsford Essex CM3 3LJ - Pine tree – Fell. Reason: Leaning at considerable slant and blocking access to garage. The tree is in poor condition and leaning across the driveway and towards the church hall building - **No objection**
- 23/198.2 23/05617/CAT – 69 The Street, Little Waltham – Cherry & Willow - Reduction by 0.3m and tidied, Small Privet - Height reduction by 0.3m and tidied, Hedge - Top trimmed by 0.3m and pushed back as much as possible without harming it. Reason for all works: tidy the garden and maintain well – **No objection**
- 23/198.3 23/01582/FUL – Sparrowhawks, Main Road, Little Waltham, CM3 3PA - Demolition of existing garage. Construction of single storey side extension and alterations to existing roof over kitchen. Alterations to fenestration - **Permitted**
- 23/198.4 23/01432/CUPAQ - Barns Opposite Whitbreads Business Centre, Whitbreads Farm Lane, Little Waltham, Chelmsford - Determination as to whether the prior approval application of the local planning authority is required for the proposed change of use from agricultural buildings to 5 dwellings (class c3) – **Prior Approval Required - Approved**
- 23/198.5 23/00711/S73 -The Belsteads School, Back Lane, Little Waltham, Chelmsford - Application for the removal of conditions 3 and 8 (relating to construction to meet BREEAM "Very Good" and programme of archaeological investigation) attached to planning application ref. 23/00711/FUL (Construction of a respite centre buildings to accommodate full time residential school use for children with special needs.) - **Refused**
- 23/199: Financial Matters**
- 23/199.1 Payments for approval
- 23/199.2 Bank reconciliation statement
- 23/199.3 Strategy Statement for Financial Year 2024-2025
- 23/199.4 Budget for 2024-2025
- 23/199.5 CIL Statement for Financial Year 2023-2024
- 23/199.6 To consider a debit card for expenditure
- 23/199.7 To consider using an accounts package such as Scribe
- 23/200: Administration and Personnel Matters**
- 23/200.1 To consider a PO Box to comply with GDPR
- 23/200.2 To approve membership to SLCC for the Clerk
- 23/200.3 To approve the NALC Pay Increase for the Clerk for 2023/24
- 23/201: Biodiversity Statement**
- 23/202: To consider and agree Sub Committees**
- 23/203: Correspondence received**
- 23/204: Pylons**
- 23/204.1 To consider purchasing more banners
- 23/205: Pavilion and Playing Fields**
- 23/205.1 To consider any update and progress of the Pavilion
- 23/205.2 To consider applying for PHAB funding for gym equipment
- 23/206: Traffic in the village**
- 23/206.1 To receive update from the Traffic Consultant
- 23/207: Matters to be raised by members for the next agenda.**