

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting of Little Waltham Parish Council held on 7th November 2023 at 7.30pm in the Memorial Hall

Present: Councillors	Antony Kingham (Chairman) John Burrow Richard Tinson Rupert Watson Richard Allen Emma Cunningham
Clerk	Michelle Harrison
County Councillor	Mike Steel

No members of the public were present.

23/174: Apologies

Apologies were received from Councillors Godfrey and Phillips.

23/175: Declarations of Interests

Councillor Allen declared an interest in item 23/180.

23/176: To consider and approve minutes

23/176.1 The Minutes dated 3 October 2023

The minutes were approved by the Council and signed by Councillor Kingham.

23/177: Public Forum- to receive any representations from the public

Councillor Steel presented his report, which included an update on the member led pothole scheme, the replacement of Back Lane Gateway and the Little Waltham Traffic Survey.

Councillor Steel confirmed that Essex County Council are proposing to retain the booking process for vehicles at the Recycling Centre, as this had worked well.

General's Bridge had opened and in theory there should be a reduction in quarry traffic using Essex Regiment Way/White Hart Lane route as well as lighter vehicles accessing the A12 from Essex Regiment Way.

Councillor Steel also commented on the City Council issues, which included Chelmsford Local Plan update and the call for new Gypsy and Traveller sites.

23/178: To receive reports from Councillor's attendance at external meetings

No reports were received.

23/179: Clerk's Report

The Clerk reported the following:

- The defibrillator in Little Waltham has been registered on The Circuit (The National Defibrillator Network) and is now showing when searching online.
- The Community Policing team hold quarterly meeting with an Inspector for Councillors, if Councillors are interested in attending.
- Remembrance Day – the Council ordered two poppy wreaths. The maintenance contractors have tidied up the bushes around the War Memorial. They have scheduled to tidy up the planters in advance of Remembrance Day.

The Councillors **approved** for the bush to be replaced at the War Memorial and for the rotted post to be replaced.

- We assisted a resident to arrange for an abandoned bicycle outside their house to be removed.
- The bushes and brambles that were causing a nuisance, and were reported by two residents, have been resolved by our gardening and maintenance contractor.
- The following items have been deferred until the new year:
 - a. Rebranding of the Parish Council
 - b. To consider planters in the village and surrounding the village gates
 - i. To receive update on 20s plenty initiative and further signage
 - ii. To consider the installation of Speed Indicator Devices
 - c. To consider crime in the village
 - i. To consider installation of CCTV in the parish
- The below items are to note as ongoing, but do not currently require any action by the Parish Council:

Item	Actions awaited	Date raised
Local Highway Panel – application for a crossing at Ash Tree Corner	Project for a refuge to cross the road in design phase which may include a filter land for Chelmer Avenue – awaiting funding	November 2019
Essex County Council Bus shelter project	The Parish Council has confirmed ownership status of the shelters and awaiting licence documentation	December 2020
Local Highway Panel applications	Applications for restrictions in the village centre – awaiting response regarding the Origin and Destination survey carried out in January 2023.	April 2021
Byway 51	Essex County Council extended the partial closure order until 15 April 2024	August 2021
Glebe Field Right of Way	Application for right of way to be added to the definitive map. Essex County Council have been directed to determine the Parish Council’s application before 12 October 2024 by the Planning Inspectorate.	September 2021
Registration of the Memorial Hall with HM Land Registry	Await confirmation regarding the site plan from the Memorial Hall and confirmation in writing. Discussed in November 2021 and chased in October 2023.	November 2021

Councillor Watson confirmed that the Back Lane Signage has been completed, the signs have been moved to the correct place on Back Lane.

23/180: New planning applications

23/180.1 23/00124/FUL - Zone 3 Chelmsford Garden Community, Beaulieu Parkway, Chelmsford - Application for Hybrid planning permission at Powers Farm, Chelmsford; Outline Planning Permission with all matters reserved except means of accesses from/to the proposed Northern Radial Distributor Road (NRDR) – **no comments.**

The Councillors discussed that due to lack of funds the relief road was not going to be constructed. The Councillors would like to investigate whether the road was specified as a condition as part of the planning permission and if there was any action the Council could take.

23/180.2 23/00114/FUL - Radial Distributor Route 2, South of Wheelers Hill, Little Waltham, Chelmsford - Detailed planning application to provide Northern Radial Distributor Road (NRDR) from Wheelers Hill to the North East Chelmsford Bypass, respectively west to east, as part of the Chelmsford Garden Community – **no comments.**

Councillor Allen left the meeting

23/180.3 23/01508/LBC – 100 The Street, Little Waltham - Thermal upgrades of existing walls, roof and floor; replacement of non-original single glazing with low-profile double glazing; installation of solar PV array and heat pump; construction of an extension and Demolition of outbuildings – **no comments.**

23/180.4 23/01507/FUL – 100 The Street, Little Waltham - Single storey side and rear extension, Installation of Solar PV Array and heat pump. Formation of access with the provision of off-street parking and associated landscaping work – **no comments.**

Councillor Allen rejoined the meeting

23/180.5 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 comments.**

23/180.6 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 comments.**

23/180.7 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 – **no comments.**

The Councillors noted that numerous planning applications have been received for this property. The Councillors requested for the Clerk to investigate this and report to the Councillors so they can understand the planning situation.

23/181: Planning results for note

23/181.1 23/01096/LBC – 104 The Street, Little Waltham – Removal of internal wall, glazed lobby, replacement rear door and ice blasting of timbers – **Condition Discharged**

23/181.2 23/00251/S73 – Land South of Timbuctoo Cottage, Main Road, Little Waltham – Variation of Condition 2 to approved planning application 23/00251/FUL (Erection of new 3 bedroom detached house) to add additional internal staircase into loft space to create a mezzanine 2nd floor, additional roof lights – **Application Permitted**

23/181.3 23/01286/FUL – Sparrowhawks, Main Road, Little Waltham, CM3 3PA – Single storey rear and side extensions. Demolition of existing garage. Construction of a new garage and construction of replacement garden boundary wall – **Application Refused**

23/182: Financial Matters

23/182.1 Payments for approval

The following payments were approved:

		Net £	VAT £	Total £
K E R Semple	Refund for allotment - 22a Blasford Hill	40.00	0.00	40.00
Perspective Landscapes	Gardening and litter picking - October	400.00	80.00	480.00
Salaries and expenses	October	1,271.78	0.00	1,271.78
HMRC	PAYE (October)	90.12	0.00	90.12
JCM Services Amenity & Groundcare	Grass cutting	575.00	115.00	690.00
Essex Police Band	Christmas event	150.00	0.00	150.00

The Council noted the following receipt:

Chelmsford City Council	Precept 23/24	20,938.00	0.00	20,938.00
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23/182.2 Bank reconciliation statement

The Councillors noted and approved the Bank Reconciliation Statement.

23/182.3 Quarterly financial report

The Councillors **approved** the financial report.

23/182.4 To consider the grant from the Good Companions

The Councillors considered the Grant Application from The Good Companions and agreed to the amount requested in the application. The Councillors approved for the Clerk to make the necessary payment.

23/183: Amenities Report

The Councillors agreed that they would like to keep the area as a multi-use court, which includes tennis, basketball and football. The Councillors considered how to try and prevent the recurring damage to the tennis net. The Councillors **agreed** to purchase a lockable box to store the tennis net in, when it was not being used. They also agreed to purchase a sign to show how to safely install and de-install the tennis net.

23/184: To consider the issue of traffic in the Parish

23/184.1 To receive update regarding the traffic consultant

The Councillors discussed the traffic situation and the correspondence received from the Traffic Consultant. As part of this consultation the Councillors would like to understand the possible solutions, how best to rectify this situation.

23/185: To consider organisation of Christmas event

The Councillors **approved** the quote from The Good Elf for the Christmas tree, and asked the Clerk to arrange payment. It was agreed to create a working party to discuss and plan the event in detail.

23/186: Correspondence received

Correspondence received was noted by the Councillors.

23/187: Matters to be raised by members for the next agenda

Councillor Cunningham raised the state of some of the lamp posts in the village, and asked if these could be addressed in future to improve the village.

The meeting closed at 8:55pm.