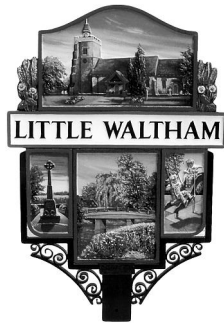


# LITTLE WALTHAM PARISH COUNCIL



Clerk: Mrs Joanna Willsher  
144 The Street  
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Chelmsford  
CM3 3NY

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I hereby give notice that you are summoned to attend a meeting of Little Waltham Parish Council which will take place on Tuesday 5 October 2010 in the Memorial Hall, Brook Hill, Little Waltham at 7.30pm for the transaction of the following business:-

## AGENDA

- 10/90 To receive any apologies for absence**
- 10/91 Consideration of Minutes of 7 September 2010**
- 10/92 Declarations of Interest**
- 10/93 Public Forum- to receive any representations from the public**
- 10/94 Neighbourhood Policing Team – Report**
- 10/95 Planning**
  - 10/95.1 10/01238/FUL - 13 Winckford Close - Carport and rear store with first floor studio (Amendment to approved application 09/01679/FUL including larger dormer window and boundary fence).
  - 10/95.2 10/01494/LBC and 10/01493FUL - Croxtons Mill Cottage, Blasford Hill - Barn and cart lodge with attached log store.
  - 10/95.3 10/01369/FUL - 117 The Street - Single storey rear extension, loft conversion including raising the roof with front & rear dormers.
  - 10/95.4 Proposed amendment to ESS/32/10/CHL – Inert Waste Transfer Station, Essex Regiment Way - The applicant is now proposing that no waste would be imported on to the site. The site would remain open until 1 January 2013 just to process the 5000 tonnes of waste currently on site. To show progress towards clearing the site, and its eventual restoration, 2500 tonnes of material are proposed to be processed per annum. So in effect the stock pile would be: January 2011: 5000 tonnes, January 2012: 2500 tonnes, January 2013: Stock pile and site completely clear, January 2014: Site restored.
  - 10/95.5 10/01509/FUL – Greenacres, Wheelers Hill - Two storey side extension and detached double garage. Construction of front porch and alteration to first floor front fenestration to gablette windows
- 10/96 Planning Results**
  - 10/96.1 10/01390/CM - Mid Essex Gravel Pits Ltd Essex Regiment Way - Retrospective application for continuation of change of use permission granted – No objection.
  - 10/96.2 09/01052/NMAT - Land Adjacent Pratts Farm Lane Roundabout Essex Regiment Way - Non material amendment to permission 09/01052/FUL to install a Gaia 133 11 kw wind turbine - (Non material amendment to permission 09/01052/FUL to install a Gaia 133 11 kw wind turbine on an 18 m tower in the same location as approved. (Construction of a 1,000 space park and ride facility including terminus building, wind turbine and highways alterations to Pratts Farm Lane) - Application Permitted.
  - 10/96.3 10/01176/FUL - Brooklands Sheepcotes Lane - Two storey side extension and side

porch. Glazed roof to front elevation. Raised patio to the rear - Application Permitted.

**10/97 Essex County Council Correspondence**

10/97.1 Survey - collection of data on surface water flooding within the parish.

10/97.2 Courtesy copy of letter to Borough Cllr Delmas Ashford regarding proposed work to relieve water on the carriageway at Blasford Hill.

10/97.3 Focused Change Consultation of the Submission North Chelmsford Area Action Plan (NCAAP) – representations must be received by 4.45pm on Friday 22nd October.

**10/98 Chelmsford Borough Council Correspondence**

10/98.1 'Be a Councillor' Event – Wednesday 13 October 2010 from 6.30pm Civic Centre.

**10/99 General Correspondence**

10/99.1 Further incident of blocked drains and sewer overflow reported by Church Hill resident.

10/99.2 Essex Playing Fields Association – notice of an award to the Little Waltham Parish Council in the Best Kept Playing Fields Competition 2010 with an invitation to the Annual General Meeting Thursday 28 October 2010 from 8pm in the Pavilion of the Essex County Cricket Club.

10/99.3 Campaign to Protect Rural England – membership renewal invitation - £29 per annum.

10/99.4 Audit Commission – Completion of the Annual Audit – certified Annual Return for the year ended 31 March 2010.

10/99.5 Invitation by The Rural Community Council Essex to attend 'Essex Village Shops and Pub Day' – aims to facilitate communities who wish to protect their remaining services and develop a community shop/pub.

**10/100 Wheelers Hill Update**

**10/101 Amenities Working Party Report**

**10/102 The Old Bell Pub**

Update on planning enforcement regarding hedge.

**10/103 Review of Standing Orders and Financial Regulations**

Working party to be appointed to consider the new model Standing Orders issued by the National Association of Local Councils.

**10/104 Channels Development**

Discussion

**10/105 Old Telephone Box - The Street**

Update

**10/106 Community Service Placement Scheme**

Update – proposal of cutting back nettles/undergrowth around the playing field and rear of play ground in addition to Wheelers Hill (West) path clearance.

**10/107 Clerk's Report – see Appendix A**

**10/108 Finance**

10/108.1 Payments for approval of £1337.73 listed below.

10/108.2 Current account balance £15557.55 at 27 September 2010.

10/108.3 Coop Guaranteed Investment Account deposit of £10,000 to mature 22 October 2010. Options are to re-invest for another fixed period (maturity instruction form to be signed in accordance with the current bank mandate) or to transfer funds to Coop current account.

10/108.4 Bank of Ireland Deposit account balance £27.19 at 30 August 2010.

**10/109 Matters to be raised by members for the next agenda.**

Please note that no decisions can be lawfully made under this item. LGA 1972 Schedule 12 10(2)(b) states that business must be specified, therefore the Council cannot lawfully raise matters for decision.

**10/110 Closure**

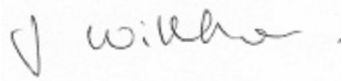
Oct 10  
Payments

05-Oct-10	Joanna Willsher	Salary Sept, overtime August, training hours	472.67	0.00	472.67
05-Oct-10	Joanna Willsher	Office Allowance/mobile			
	Chelmsford Borough	topup/mileage/stamps	75.92	0.00	75.92
05-Oct-10	Council	Parish Summer Sports Programme	75.00	0.00	75.00
05-Oct-10	MD Landscapes	Grass Cutting 5/8 & 19/8/2010	160.00	28.00	188.00
05-Oct-10	Mr PC I.T Support				
05-Oct-10	Specialists	Laptop health check/performance tune up	30.00	0.00	30.00
05-Oct-10	JRB Enterprise	Dog Waste bin for Glebe Field	159.00	27.83	186.83
05-Oct-10	Audit Commission	2010 Audit Fee	135.00	23.63	158.63
05-Oct-10	NRH Landscapes	Gardening tidy up Sept 2010	128.24	22.44	150.68
<b>Total</b>			<b>1235.83</b>	<b>101.90</b>	<b>1337.73</b>

Oct 10  
Receipts

05-Oct-10	EALC	Clerk's Training Bursary	108.00	0.00	108.00
<b>Total</b>			<b>108.00</b>	<b>0.00</b>	<b>108.00</b>

Signed



29 September 2010

## Appendix A – Clerk's Report

1. Certified copy of Annual Return received from Audit Commission – Notice of Conclusion and Right to Inspect the Annual Return for the year displayed in the noticeboards on 29/9/10.
2. Item 57.4 – playing field allotments – CBC arriving on 29/9/2010 to cut back overgrowth to ascertain alleged encroachment.
3. New dog bin in the Glebe Field installed – CBC notified to add to their collection round.
4. Item 10/68.4 Vera Perkins bequest – awaiting reply to further letter sent instructing redirecting bequest to the Coop current account.
5. Item 10/74 – letter sent to Highways re lack of kerb access to bus stop path at Chatham Green. Reply received saying matter is under investigation and we will have a full reply by October 10 2010.
6. 10/78.1 – updated Little Waltham Primary School on road safety/parking options.
7. 10/80.1 – note sent to Great Waltham Parish Council re tennis court use as agreed.
8. 10/80.3 – letter sent as agreed.
9. 10/82 – Tree surgeon has inspected wooded area behind play area. Recommended removal of 1 dead pine tree and 1 dying one and raising canopies of trees. Estimate for work circa £450 + VAT – in light of significant cost 2 further inspections/quotes to be arranged.
10. 10/84 – follow up of internal audit recommendations -
  - Standing orders & Financial Regulations review agreed.
  - Proposal form sent to Insurer's to increase Fidelity Guarantee Cover
  - Pass code to access full telephone banking has been rescinded (awaiting written confirmation from Coop for our records) – COOP will still be able to give telephone banking updates on the account balances.
  - Pension arrangements for the Clerk – almost completed – going forward Clerk to submit monthly PN11 form to the Essex Pension Service which summarises monthly contributions to be made by LWPC (Standard Employer Contributions 14.10% of Pensionable pay) and the Clerk (Employee Contribution of 5.9% of Pensionable Pay) – to be backdated to start of employment in December 2009 - forms now being completed – payments/deductions to be brought up to date on the November agenda as still clarifying a couple of items with the Pension Service.