

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 5 April 2011 at 7:30pm in the Memorial Hall

Present: Councillors
Gill Aston
Peter Brown - Chairman
Brian Cox
Miles Howarth
Jackie Ketley
Edith Robertson
John Smith
Austin Weir

Also in attendance:
Joanna Willsher – Clerk
Borough Cllr Delmas Ashford
Borough Cllr Malcolm Taylor
4 members of the public

10/218 To receive any apologies for absence

Apologies were received from County Cllr John Aldridge.

10/219 Consideration of Minutes of 1 March 2011

The minutes were accepted as a true record and signed by the Chairman Peter Brown.

10/220 Declarations of Interest

The Chairman Peter Brown declared a Personal Prejudicial Interest in items 223.4 and 223.11 of the agenda.

10/221 Public Forum- to receive any representations from the public

- The Domsey Lane Residents Association thanked the Parish Council for their efforts in organising last week's Public Meeting regarding the Channels Development.
- A local resident also thanked the Parish Council for the above and asked that they clarify with the Borough Council whether the minimum target of 3000 new homes as set out in the 2021 – 2031 NCAAP was in addition to the current NCAAP targets.
- Cllr Delmas Ashford confirmed that public consultation on NCAAP 2021-2031 will commence in June 2011.

10/222 Neighbourhood Policing Team – Report

No report received. Clerk instructed to contact PCSO Ian Hilton to request monthly crime reports in the event that a Community Police Officer is not free to attend monthly Parish Council meetings.

10/223 Planning

- 10/223.1 10/01976/OUT - Land North South And East Of Belsteads Farm Lane – Proposal - Outline planning permission, with all matters reserved, for erection of a minimum of 650 and a maximum of 750 dwellings. Provision of open space and a community hub providing a maximum floor area of 3,500 m2 and comprising uses in class A1 (retail) and or A2 (financial and professional services) and or A3 (restaurants and cafes) and or A4 (drinking establishments) and or A5 (hot food and takeaways) and or D1 (non residential institutions). Provision of the northern section of the radial distributor road and junction improvement works to Essex Regiment Way. The Council **OBJECTED** to the application. (Full details of the objection can be viewed on the Chelmsford Borough Council website)
- 10/223.2 11/05531/CAT - 60 The Street – Proposal - T1: Horse Chestnut tree - Fell because of large cavity, included bark and signs of Bleeding Canker as discussed with Lyn Cameron 01/03/11.

- The Council **RESOLVED** to comment that it would like to see a replacement tree of a suitable species planted to replace the felled tree.
- 10/223.3 11/00378/FUL - 14 Brook Hill – Proposal - Dropped kerb to allow off street parking in front of house.
No Observations.
- 10/223.4 11/00409/FUL - The Bungalow, Chatham Green – Proposal - Demolition of existing dwelling and construction of replacement dwelling and detached cartlodge - revisions of planning permission ref. 10/01970/FUL
No Observations.
It was agreed that item 223.11 of this agenda should follow item 223.4 due to declarations of Interest in both items by the Chairman. The Chairman vacated the room for the duration of both agenda items.
- 10/223.5 11/00431/FUL - Land Opposite Mid Essex Gravel Pits Ltd - Essex Regiment Way – Proposal - Retrospective application for stabilisation of existing track with concrete and tarmac.
The Council **OBJECTED** to the application. (Full details of the objection can be viewed on the Chelmsford Borough Council website)
- 10/223.6 11/00399/FUL & 11/00400/LBC - 2 - 6 Brook Hill - Single storey rear extension & alterations & refurbishment works of existing attached outbuilding.
No Observations.
- 10/223.7 11/00410/FUL - The Surgery, 30 Brook Hill – Proposal - Installation of external plant / equipment: comprising air source heat pump unit, and outdoor cassette condenser unit.
No Observations.
- 10/223.8 11/00412/FUL - Annexe At Rembrant House, Blasford Hill – Proposal - Change from annexe into a private dwelling house.
The Council **OBJECTED** to the application. (Full details of the objection can be viewed on the Chelmsford Borough Council website)
- 10/223.9 11/00406/ETL - Hallfield House, Back Lane – Proposal - Extension of time limit to permission 08/00224/FUL (Two storey side extension. Conversion of existing garage to habitable accommodation. New detached garage).
No Observations.
- 10/223.10 ESS/12/11/CHL – Mid Essex Gravel Site Plant (Plot 3), Essex Regiment Way – Retrospective application for the continued use of the warehouse waste transfer and recycling station together with associated parking, external storage, fuelling point, workshop, two-storey accommodation...for a temporary period until 28 February 2012.
No Observations.
- 10/223.11 11/00303/FUL - Whitbreads Farm, Chatham Green - Retrospective application for external alterations to the barn including new corrugated tin sheeting and vehicular up and over door.
The Council **OBJECTED** to the application. (Full details of the objection can be viewed on the Chelmsford Borough Council website)

10/224 Planning Results

- 10/224.1 11/00070/FUL - 90 Brook Hill - Installation of air source heat pump to provide heat supply to new system of radiator emitters. Application Permitted.
Noted.
- 10/224.2 11/00310/CM - Mid Essex Gravel Pits Ltd Essex Regiment Way - Retrospective application for the continued use of the warehouse waste transfer and recycling station. No Objection.
Noted.
- 10/224.3 11/00095/FUL - Annexe At Rembrant House Blasford Hill - Change of use of annexe into a separate private dwelling house. No Further Action.
Noted.
- 10/224.3 10/01911/LBC & 10/01910/FUL - Hillcrest 83 The Street - Part demolition of side entrance, new timber framed garage, front porch & new conservation roof light.
Application Permitted.
Noted.
- 10/224.4 11/00133/FUL - Well House Main Road - Two storey rear extension - Application withdrawn by applicant.
Noted.

10/225 Essex County Council Correspondence

- 10/225.1 Essex County Council (Chelmer Valley Park & Ride Site, junction with Realigned Pratts Farm Lane, Little Waltham) (Prohibition of Entry) Order 20** - Deadline for comments on the proposal – 15 April 2011.
Noted.
- 10/225.2 Consultation Exercise: Street Materials Guide, Design & Good Practice – Friday 18 March – 29 April 2011.
Noted.
- 10/225.3 Notice of a property-level flood protection funding scheme for home owners (Department of Environment, Fisheries & Rural Affairs). Deadline for bid applications by parishes – 15 April 2011.
Clerk instructed to submit forms received from affected local residents.
- 10/225.4 Notice of Official opening of Park & Ride (31 March 2011).
Noted.

10/226 Chelmsford Borough Council Correspondence

- 10/226.1 Review of Polling Districts and Polling Places in Chelmsford (www.chelmsford.gov.uk/2011review). Closing date for comments is 30 April 11.
Noted.

10/227 General Correspondence

- 10/227.1 Audit Commission - Notice of appointment of new Auditor.
Noted.
- 10/227.2 Mid Essex Hospital Services – Broomfield Hospital – stakeholders invited to vote online from 28 March to 18 April 2011 to name seven wards after villages and hamlets in mid-Essex.
Clerk instructed to lodge a Parish Council vote for a 'Little Waltham' ward.
- 10/227.3 Courtesy copy of a letter addressed to the Surgery by a local resident complaining of unrectified damage to the grass verge by the Surgery.
Noted.
- 10/227.4 Letter from a local resident organising a tribute for the late Les Taylor and requesting the Parish Council's support in a bid to the Borough Council to rename the playing field 'Taylor's Park'. Permission also sought to site a small stone memorial in the playing field.
The Council **RESOLVED** to support a change of name to Taylor Park (not Taylor's Park) but did not support the stone memorial as it would be easily vandalised. The Clerk was instructed to reply to the local resident that they should ask permission directly from the landowner Chelmsford Borough Council. The Council commented that a wooden bench with a plaque might be a more durable memorial.
- 10/227.5 Letter from a local resident supporting a local bid to rename the playing field 'Taylor's Park'.
Noted.
- 10/227.6 Courtesy copy of a letter from Strutt & Parker to Chelmsford Borough Council regarding Whitbreads Farm – retrospective application for external alterations to the barn including new corrugated tin sheeting and vehicular open and over door ref. application no. 11/00303/FUL.
Noted.
- 10/227.7 E mail from local resident giving notice of illegal logging/tree cutting near the Gt Leighs Road.
Noted.

10/228 Channels Development Update

Finalisation of Parish Council response to the application.
It was agreed that the Chairman Peter Brown would lodge the Council's response to the application following a brief discussion of the draft response.

10/229 Amenities Working Party Report

Noted.

10/230 Surgery Garden Update

The Council **RESOLVED** to commence with tidying and maintaining the area at a cost of £8 per hour using the services of a local gardener. The Surgery agreed to pay half of the yearly gardening fee.

10/231 Land Registration of land at playing field allotments.

Update.

Vice-Chairman Edith Robertson identified possible legal remedies open to the Council for the protection of the unregistered land adjacent to the allotments. The Council **RESOLVED** that no further action would be taken at this time.

10/232 Grass Cutting

Proposal to add grass triangle at the top of the slip road into the Street to the grass cutting contract. The quote for a fortnightly cut of the triangle of grass verge is £7.00 + vat.

The Council **RESOLVED** to add the grass triangle to the grass contract as above.

10/233 Annual review of Clerk's Remuneration.

The Clerk vacated the room for the duration of the item. The Council **RESOLVED** to move the Clerk up to the next salary scale LC1 Spinal Column Point 19.

10/234 Proposal by Cllr Jackie Ketley to write to the owners of Mid Essex Gravel to request that all lorries are netted to prevent littering.

The Clerk was instructed to follow up the complaint in writing.

10/235 Clerk's Report

Noted.

10/236 Finance

10/236.1 Payments for approval of £1666.92 listed below – Noted.

10/236.2 Current account balance of 17,596.19 at 28 February 2011. Estimated current account balance of £17,046.72 at 30 March 2011. Noted.

10/236.3 Bank of Ireland Deposit account balance £27.19 at 31 January 2011. Proposal to close the bank account and transfer balance to the Coop Current account. Redirection of the Vera Perkins Bequest interest has been diverted to the Coop current account. The Council **RESOLVED** to close the account.

10/236.4 Coop Guaranteed Investment Account deposit of £10,031. The Investment account is due to mature on 21 April 2011. Proposal to reinvest funds with an additional £5000 (representing the £5000 Derek Elliott bequest) from the Coop current account. Maturity Instruction Form to be signed by the account signatories.

The Council **RESOLVED** to reinvest as proposed for a further six month period.

10/236.5 Statement of Total Payments and Receipts for 2010/2011 presented. Noted.

10/237 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.

- Discussion on care of Balfour Wood

10/238 Presentation to Cllr Miles Howarth

The Chairman presented Cllr Miles Howarth with an award, in recognition of his 18 years of dedicated service to the Parish Council. The unusual crystal glass award, provided by fellow councillors, marks the end of Miles Howarth's involvement with the Parish Council. As he has now moved out of Little Waltham, he is not eligible to be nominated for the Parish Council's next term of office. Serving as a councillor, Vice-Chair and Chairman, Miles has made a very significant contribution to the village over the years, and his involvement will be missed by many.

10/239 Closure

Next meeting is the Annual Parish Council Meeting on Tuesday 17 May 2011 at 7.30pm, preceded by the Annual Parish Meeting at 7pm.

Apr 11 Payments

05-Apr-11	Joanna Willsher	Salary Mar11 less employee pension contribution.	327.27	0.00	327.27
05-Apr-11	Joanna Willsher	Office Allowance/mileage/stationery	52.59	2.39	54.98
05-Apr-11	Essex Pension Fund	Mar11 Employer/employee pension contrib.	75.72	0.00	75.72
05-Apr-11	Peter Brown	Mileage, stationery + public meeting leaflets	131.60	2.13	133.73
05-Apr-11	Lambert Smith Hampton	Lease - Blasford Hill Allotment Land	77.00	0.00	77.00
05-Apr-11	NRH Landscapes	Gardening Tidy Up Feb/Mar 11	341.48	68.30	409.78
05-Apr-11	JRB Enterprise	Litter Bin	203.00	40.60	243.60
05-Apr-11	EALC	EALC/NALC affiliation fee 2011/12	309.23	0.00	309.23
05-Apr-11	Memorial Hall	Vera Perkins Bequest Interest 2010/11	35.61	0.00	35.61
Total			1553.50	113.42	1666.92