

# LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 2 February 2010 at 7:30pm in the Memorial Hall

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

Also in attendance:                      Joanna Willsher – Clerk  
                                                      Borough Cllr Malcolm Taylor

**10/155 To receive any apologies for absence**

Apologies received from Cllr Gill Aston, Cllr Richard Lay, Cllr Austin Weir, Borough Cllr Delmas Ashford, County Cllr John Aldridge and PCSO Ian Hilton.

**10/156 Consideration of Minutes of 5 January 2010**

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

**10/157 Declarations of Interest**

None.

**10/158 Neighbourhood Policing Team – Report**

The Chairman read a report from PCSO Ian Hilton detailing a number of incidents. Residents recommended to be vigilant due to a number of recent burglaries in the Walthams and Ford End.

**10/159 Public Forum- to receive any representations from the public**

Borough Cllr Malcolm Taylor informed the Council that Phillip Evans, Councillor for Chelmsford Rural West from 1995 – 2003, passed away earlier this week following a stroke.

**10/160 Planning**

10/160.1 10/05004/TPO – Brooklands, Sheepcotes Lane, Little Waltham. Proposal - Horse Chestnut on roadside boundary - crown clean, crown lift to 4m, cutting to branch collar.

No observations.

10/160.2 10/00463/HNC – Dunbar, Domsey Lane - House Name Change Proposed - Walnut Cottage

No observations.

10/160.3 09/01363/NMAT - 11 Roman Road Little Waltham – Rear conservatory.

No observations.

**10/161 Planning Results**

10/161.1 09/01513/FUL Little Waltham Lodge Main Road - Fenestration changes, installation of clock tower and internal alterations to existing Coach House. Amendment to approved application 09/00768/FUL – Application Permitted. Noted.

10/161.2 09/01514/LBC Little Waltham Lodge Main Road - Fenestration changes, installation of clock tower and internal alterations to existing Coach House. Amendment to approved application 09/00769/LBC - Application Permitted. Noted.

10/161.3 09/01659/CAC Former Bakery House 30 The Street - Demolition of part of existing dwelling - Application Permitted. Noted.

10/161.4 09/01679/FUL 13 Winckford Close Little Waltham Carport and rear store with first floor studio. (Amendment to approved application 09/00149/FUL) – Application Permitted.  
Noted.

#### **10/162 Essex County Council Correspondence**

10/162.1 E mail dated 6 January from Cllr John Aldridge regarding salt bins – see 10/167.

10/162.2 Parish Council removed from Parish Paths (P3) Scheme.  
Noted. No further action.

10/162.3 Cllr John Aldridge provided a list of roads to be gritted over weekend period of bad weather.

Noted. Council **RESOLVED** to request gritting of Church Hill. Clerk to write to Essex County Council.

10/162.4 Environment, Sustainability & Highways Dept - copy received of a Public Notice for a bus lane proposal (A130 Essex Regiment Way and A138 Chelmer Valley Road).

Noted.

10/162.5 Cllr John Aldridge forwarded objections received from residents of Little Waltham Road regarding the proposed Right Hand Turn prohibition orders associated with the bus lane works along Essex Regiment Way. The Right Hand Turn ban from Little Waltham Road to A130 Essex Regiment Way has now been removed.

Noted.

10/162.6 Cllr John Aldridge - update on Parish Partnership (P3) Scheme informing that parish councils will be consulted in due course over proposed revisions to the P3 scheme.

Noted.

#### **10/163 Chelmsford Borough Council Correspondence**

10/163.1 Cllr Delmas Ashford - update on item 10/153 of 5 January 2010 Parish Council meeting in relation to the sale of fireworks at Wheelers Farm. A planning enforcement case has now been opened.

Noted.

10/163.2 Parish Councils Evening 24 February 2010. 6.30pm–8.30pm Mayor's Parlour, Civic Centre. Replies required by 17 February.

Noted.

10/163.3 Annual Just Bin It Campaign 2010 – support for Parish Council's spring litter pick. Council **RESOLVED** to support scheme and instructed the Clerk to write to Little Waltham Primary School and Brownie Guides to ask for their joint support.

10/163.4 Parish Sports Programme (Easter & Whitsun Holidays) – sports sessions arranged for children aged 6 – 14 for councils which sign up to the scheme. Bookings by 15 February.

Council **RESOLVED** to participate in the programme and instructed the Clerk to request a slot on 3 June 2010. Cost £75 for a 2.5 hour session.

#### **10/164 General Correspondence**

10/164.1 Audit Commission advised details of appointment of new External Auditor.  
Noted.

10/164.2 Essex Wildlife Trust - membership renewal due 31 January 2010.

Council **RESOLVED** to renew membership at annual subscription rate of £40.

10/164.3 A local resident has requested the parish council consider the issue of potholes in The Street.

Noted. Council agreed to post details on the Parish Council website of how residents can notify road defects to Essex County Council.

10/164.4 Invitation from WPP Architects (appointed by Essex County Council) to attend a Stakeholder's Workshop regarding suitability of new school sites proposed within the New North East Chelmsford Neighbourhood area and Countryside Properties Outline Planning Application.

Noted.

10/164.5 Grant request by Victim Support.

Noted – Council **RESOLVED** to decline.

10/164.6 Local resident – telephone call received 25 January requesting that the Parish Council grass cutting contractors are made aware of rare orchids along the grass verge of the main road. Council permission sought for said resident to place markers to highlight the plants position for protection.  
Council **RESOLVED** to support the request and inform grass contractors.

**10/165 Bus Shelter update**

Recent vandalism.

Noted – Clerk reported that new glass would be fitted in the next few days.

**10/166 Notice boards**

Update on request to EDF Energy for new notice board at site in Chelmer Avenue.

Noted – restrictive covenants prevent using the Chelmer Avenue site. Council instructed Clerk to report at the next meeting on feasibility of fixing the Brook Hill notice board in the bus shelter by Chelmer Avenue.

**10/167 Salt bin – Chelmer Avenue**

Cllr Aldridge reported that the Brookhill and Chelmer Avenue salt bins have been replenished and that the salt is solely for use on public carriageways and footpaths – not private property.

Noted – Council to consider in due course installing additional salt bins and employing a handyman to distribute salt on footpaths and roads at locations to be agreed during snowy conditions.

**10/168 Collection Skips**

Cllr John Smith proposes a request to Chelmsford Borough Council to increase frequency of visits.

Noted – Council **RESOLVED** to request more visits.

**10/169 Play Equipment Maintenance & Safety Inspection report by Playquip Leisure**

Discuss.

Council instructed Clerk to get quotes on repair of Whale Springer. Clerk recommended to Council that a regular inspection programme of the play area is put in place as part of our risk assessment and to comply with Council's insurance.

**10/170 Clerk's Pension Scheme**

28 days public notice required of the Parish Council's intention to pass a resolution to nominate Mrs Joanna Willsher, Parish Clerk, to the Local Government Pension Scheme.

Clerk vacated meeting for this item. Council approved the notice.

**10/171 Clerk's Training**

Application For The Essex Clerks Training Bursary for approval.

Audit & Risk Assessment Day £54, New Clerk's Day £54 & Budget & Precept Course (approx £54 but still to be finalised by EALC)

Bursary if granted covers 75% of course fees.

Council approved application.

**10/172 Finance**

10/172.1 Payments listed below were approved. Clerk to query Playquip invoice listed on agenda prior to payment.

10/172.2 Current account balance £17,348.39 at 26 January 2010 (actual)

10/172.3 Deposit account balance £8955.30 at 26 January 2010 (estimated)

**10/173 Urgent Business**

Cllr Edith Robertson requested an update on the Parish Council's recent request to Essex County Council's Localism Fund regarding speed limits. Clerk to pursue a response.

Cllr Jackie Ketley – damage to grass verge by Foxtons. Clerk instructed to request re-instatement of verge.

There will be a tribute to Derek Elliot on 4 April at the Memorial Hall.

April Parish Council Meeting rescheduled to 1 April in the Committee Room.

**10/174 Closure**

Meeting closed at 8.30pm. Date of next meeting: 2 March 2010.

<b>Payments</b>			£	£	£
02-Feb-10	Jo Willsher	Salary (net)	347.18	0.00	347.18
02-Feb-10	Jo Willsher	Office Allow, mileage ( 9.6miles*0.61p)	42.87	0.00	42.87
02-Feb-10	Jo Willsher	Inkjet & Mobile phone top-up	40.15	3.53	43.68
02-Feb-10	Peter Brown	Mileage Nov09/Dec09/Jan10 (66.4miles*0.61p)	40.50	0.00	40.50
02-Feb-10	EALC	Training course - J Willsher Oct 09 & Feb 10	108.00	0.00	108.00
02-Feb-10	Mr Terry Payne	Removal dog litter bin	35.00	0.00	35.00
<b>Total</b>			<b>613.70</b>	<b>3.53</b>	<b>617.23</b>

<b>Receipts</b>			£	£	£
Jan 10	Allotment Holders	Allotment Rent 2010	205.15	0.00	205.15
05-Aug-09	COOP Bank	Interest	1.75	0.00	1.75
04-Sept-09	COOP Bank	Interest	1.50	0.00	1.50
05-Oct-09	COOP Bank	Interest	1.85	0.00	1.85
05-Nov-09	COOP Bank	Interest	2.22	0.00	2.22
04-Dec-09	COOP Bank	Interest	1.91	0.00	1.91
<b>Total</b>			<b>214.38</b>	<b>0.00</b>	<b>214.38</b>