

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 1 June 2010 at 7:30pm in the Memorial Hall

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

Also in attendance:
Joanna Willsher – Clerk
Community police officer
Borough Cllr Malcolm Taylor
4 members of the public

10/26 To receive any apologies for absence

Apologies received from Cllr Miles Howarth, County Cllr John Aldridge, Borough Cllr Ashford and PCSO Ian Hilton.

10/27 Consideration of Minutes of 4 May 2010

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

10/28 Declarations of Interest

None.

10/29 Public Forum- to receive any representations from the public

Chair of the Friends of Little Waltham Primary School requested permission for attendees of the school's summer fete on Saturday 19 June to park on the playing field. The request was declined due to the cricket pitch being in use on that date and risk assessment requirements.

Jo Metson introduced herself as a Village Agent for Little Waltham under a pilot scheme funded by the Rural Community Council of Essex. The scheme aims to support elderly and vulnerable people in rural communities.

Request for assistance from the Parish Council received from a local resident regarding a sewer overflow problem affecting several properties in Church Hill. The Council instructed the Clerk to investigate the matter.

10/30 Neighbourhood Policing Team – Report

Community police officer delivered the monthly crime report outlining a small number of incidents and advised that the community police bus would not be attending the Memorial Hall car park this month.

10/31 Planning

10/31.1 10/00736/LBC and 10/00735/FUL - Site At Former 30 The Street - Construction of replacement attached dwelling. Extensions and alterations to Bakery House (revision to approved applications 09/01642/FUL and 09/01643/LBC)
No observations.

10/31.2 10/00656/FUL - Chatham Cottage Chatham Green - Replacement detached garage with studio room in roof.

The Council **RESOLVED** to submit comment that they would like to see a condition imposed along the lines of the proposed additional living accommodation being occupied in conjunction with the use of the existing property as a single dwelling house only and not as a separate unit of residential accommodation.

10/32 Planning Results

- 10/32.1 10/05537/CAT - 13 Winckford Close - Hawthorn x 2 - rear garden of property – coppice - No Objection trees in Conservation Areas.
Noted.
- 10/32.2 10/00456/FUL - The Surgery 30 Brook Hill - Provision of temporary portakabin to accommodate general practice dispensary and consulting room - Application Withdrawn.
Noted.
- 10/32.3 10/00439/FUL - 8 Chapel Drive - Two storey side and front extensions - Application Permitted.
Noted.
- 10/32.4 10/00410/LBC & 10/00409/FUL - Little Waltham Lodge Main Road - Demolition of outbuildings and construction of garden room and open pergola and link with associated landscaping works and alterations - Application Permitted.
Noted.
- 10/32.5 10/05533/CAT - 69 The Street - Oak - rear boundary - reduce the crown by approximately 30% (2-2.5m), clean the crown of major deadwood - No Objection trees in Conservation Areas
Noted.
- 10/32.6 10/00375/OUT - Land Adjacent 19 Church Hill - New single storey two bedroom dwelling - Application Refused.
Noted.

10/33 Essex County Council Correspondence

- 10/33.1 Copy of the Public Notice received – The Essex County Council (Whitbreads Farm Lane, Little Waltham) (Temporary Prohibition of Traffic) Order 2010.
Noted.
- 10/33.2 Request to organise litter picking for 'Love Where You Live Week' running 7 – 14 June 2010.
Noted – The Council **RESOLVED** to decline the request in view of the recent parish organised litter pick on 24 May 2010.
- 10/33.3 Highways Community Infrastructure Fund (HCIF) – scheme to cease following delivery of this year's programme. Letter dated 24 May 2010
Noted.
- 10/33.4 A131 – Request for footpath from Whitbreads Farm turning to Chatham Green bus stops declined. Future requests to be submitted under Localism Fund scheme request list. Letter dated 10 May 2010.
Noted. Clerk instructed to inform the local resident who raised the request.

10/34 Chelmsford Borough Council Correspondence

- 10/34.1 Update on dates of next steps in the North Chelmsford Area Action Plan.
Noted.
- 10/34.2 Wheelers Farm – banner sign removed on 12 May 2010 by enforcement officers.
Noted.

10/35 General Correspondence

- 10/35.1 Notice of Publication of Braintree District Council Core Strategy Submission Draft Any representations to be received by 24 June 2010.
Noted.
- 10/35.2 Invite for Councillors who attended the Councillor training course to come to the EALC's Annual General Meeting at Foakes Hall, Great Dunmow on 29 September 2010 to be presented with a certificate.
Clerk requested to diary the event.
- 10/35.3 Letter of introduction from Jo Metson as Village Agent for Little Waltham.
Noted.
- 10/35.4 Resident's letter re ongoing breach of planning conditions at Whitbreads Farm, Chatham Green.
Noted.
- 10/35.5 Resident's thank you card re new football goals.
Noted.

- 10/35.6 Resident's letter re general traffic issues.
Noted.
- 10/36 Wheelers Hill**
Update on Boot Fair activity.
Dates of recent activity noted.
- 10/37 Proposal to purchase picnic tables for playground area.**
The Council **RESOLVED** to purchase and install a picnic table with earth anchors for £800 + VAT.
- 10/38 White Hart bus shelter.**
Discuss replacement of existing shelter as a project.
Item postponed to next agenda – Clerk awaiting information on available grants to assist funding the project.
- 10/39 Boreham Airfield Memorial Service.**
Motion to agree a S137 payment (Local Government Act 1972) to purchase a wreath for attending Councillors to lay at the service.
The Council **RESOLVED** to purchase a wreath at a cost of £25 for the Memorial Service under S137 Local Government Act 1972.
- 10/40 Traffic Issues**
Discuss traffic issues affecting the primary school to include consideration of a resident's request for support for a zebra crossing near the junction of The Street and Brook Hill and the potential widening of the slip road off the A130.
The Council **RESOLVED** to write to Essex County Council requesting they address the road safety concerns raised by local residents.
- 10/41 Cricket Club members parking on playing field.**
Discuss action to be taken.
The Council **RESOLVED** for the Clerk to carry out a risk assessment and report back at the next council meeting.
- 10/42 Motion proposed to purchase or contribute towards a clock or other memorial for the cricket pavilion in memory of Les Taylor.**
Clerk advised the Council that the motion was not within the Council's statutory powers to approve. Cllr Richard Lay agreed to consult with local residents on organising a collection.
- 10/43 Noticeboards**
Purchase of new noticeboard for approval. Permission received from Highways Department to install a noticeboard adjacent to the bus shelter on Main Road (Chelmsford direction).
Cost of a new Greenbarnes aluminium noticeboard (£1500 - £1800 plus the cost of relocating the Brook Hill noticeboard to the Main Road) was approved.
- 10/44 Management of the Woodland Triangle**
Update.
The Chairman reported on meeting with an advisor who suggested that the area could be kept tidy with some coppicing.
- 10/45 Clerk's Report – see Appendix A**
Noted.
- 10/46 Finance**
- 10/46.1 Payments listed below were approved.
- 10/46.2 Current account balance £20,046.41 at 22 May 2010 - Noted
- 10/46.3 Guaranteed Investment Account deposit of £10,000 to mature 22/10/2010 - Noted.
- 10/46.4 Deposit account balance £5.30 at 22 May 2010 - Noted.

- 10/46.5 Annual Risk Assessment Review approved.
 10/46.6 End of Year Accounts with revised statement of payments and receipts for the year ended 31 March 2010 were approved and signed by the Chairman and the Clerk.
 10/46.7 Annual Return for the year ended 31 March 2010 was approved and signed by the Chairman and the Clerk and the Council approved the Accounting Statements and Annual Governance Statements which were duly signed by the Chairman.

10/47 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.
 Update on the progress of the Village Agent to be added to the agenda.

10/48 Closure

Meeting closed at 8.45pm. Date of next meeting 6 July 2010.

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Payments

| | | | | | |
|-----------|-----------------------------------|--|---------|--------|---------|
| 01-Jun-10 | Chelmsford Borough Council | Lease of playing field land | 30.00 | 0.00 | 30.00 |
| 01-Jun-10 | Lambert Smith Hampton | Lease of Blasford Hill Allotment Land | 77.00 | 0.00 | 77.00 |
| 01-Jun-10 | Information Commissioner's Office | Data Protection Act Annual Registration | 35.00 | 0.00 | 35.00 |
| 01-Jun-10 | Jo Willsher | Salary | 347.79 | 0.00 | 347.79 |
| 01-Jun-10 | Jo Willsher | Office Allow/Mobile Top Up/Mileage 6 miles*40p | 59.44 | 0.00 | 59.44 |
| 01-Jun-10 | EALC | Councillor Training Course | 410.60 | 0.00 | 410.60 |
| 01-Jun-10 | NRH Landscapes | Gardening tidy up - April 2010 | 128.24 | 22.44 | 150.68 |
| 01-Jun-10 | MD Landscapes | Grass Cutting 08/15/22/30 April 2010 | 310.00 | 54.25 | 364.25 |
| 01-Jun-10 | B W Sturman | Neighbourhood Watch grant | 23.95 | 0.00 | 23.95 |
| 01-Jun-10 | Sports Warehouse | Football Goals | 1218.47 | 213.23 | 1431.70 |
| 01-Jun-10 | Mrs M Khoshuei | Allotment Fee Refund 2010 | 10.00 | 0.00 | 10.00 |
| 01-Jun-10 | Playquip Leisure | New Springer - Playground Equipment | 667.00 | 116.73 | 783.73 |
| Total | | | 3317.49 | 406.65 | 3724.14 |

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Receipts

| | | | | | |
|-----------|---------------|--------------------|---------|------|---------|
| 01-Jun-10 | HMRC | VAT refund | 2012.24 | 0.00 | 2012.24 |
| 01-Jun-10 | Mr G Willsher | Allotment Fee 2010 | 10.00 | 0.00 | 10.00 |
| Total | | | 2022.24 | 0.00 | 2022.24 |