

LITTLE WALTHAM PARISH COUNCIL

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

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

Also in attendance:
Joanna Willsher – Clerk
County Cllr John Aldridge
Borough Cllr Delmas Ashford
Borough Cllr Malcolm Taylor
PCSO Ian Hilton
4 members of the public

10/111 To receive any apologies for absence

Apologies were received from Cllr Miles Howarth and Cllr Richard Lay.

10/112 Consideration of Minutes of 5 October 2010

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

10/113 Declarations of Interest

Cllr Gill Aston declared a non-prejudicial interest in items 10/118.3 and 10/130.

10/114 Public Forum- to receive any representations from the public

- The Chairman Peter Brown gave a brief statement clarifying that the North Chelmsford Area Action Plan (NCAAP) had shown housing development on the Channels site from the outset and that the Parish Council had strongly criticised this aspect during the NCAAP consultation.
- Borough Cllr Delmas Ashford commented that the scope of the original plans encompassing Channels had been slightly increased.
- A local resident commented on the lack of clarity over the planned development at Channels in respect of the NCAAP.
- County Cllr John Aldridge advised that a press release was soon due from Essex County Council regarding the Dartford Crossing.

10/115 Neighbourhood Policing Team – Report

PCSO Ian Hilton outlined a number of recent burglaries in the local area which have taken place in the daytime and early evening and said that police patrols would be increased.

10/116 Planning

10/116.1 Street Naming & Numbering Application 10/00477/HNC - Travellers Rest, Drakes Lane Little Waltham - The proposed name is Apple Blossom.

No observations.

10/116.2 10/01548/FUL - The Nook, Main Road – Proposal - Single storey side/rear extension.

No observations.

10/116.3 07/00194/NMAT/2 – Newlands, Drakes Lane - Non material amendment to elevations and positions of windows. (Formation of new roof with bedroom accommodation, demolition of existing garage at front and convert existing front bedroom to a garage 07/00194/FUL).

The Council **RESOLVED** that there is no objection to minor changes to elevation details, however the drawing submitted does not show the conversion of a front bedroom to a garage, as required by the planning permission. The Council ask the Borough Council to ensure that this conversion to a garage is carried out as specified.

10/117 Planning Results

- 10/117.1 10/01494/LBC - Croxtons Mill Cottage, Blasford Hill - Barn and cart lodge with attached log store. No further action (as Listed Building Consent not applicable to this application.) Noted.
- 10/117.2 10/01369/FUL - 117 The Street - Single storey rear extension, loft conversion including raising the roof with front & rear dormers. Application Withdrawn. Noted.
- 10/117.3 10/01238/FUL - 13 Winckford Close - Carport and rear store with first floor studio (Amendment to approved application 09/01679/FUL - Application Permitted. Noted.
- 10/117.4 07/01294/NMAT - 18 Chelmer Avenue - Non material amendment to permission ref 07/01294/FUL (Single storey rear and side extension) - Application Permitted. Noted.
- 10/117.5 10/01149FUL - Greenways Chatham Green - Retrospective application for wooden fence - Application Refused. Noted.
- 10/117.6 10/01317FUL - Finchleys, Domsey Lane - Raising of roof to provide first floor accommodation, single storey side extension and front porch. Application Refused. Noted.

10/118 Essex County Council Correspondence

- 10/118.1 Minerals Development Document (MDD) preferred approach for cabinet approval 19 October 2010 before a 10 week period of public consultation from 9 December 2010 to 17 February 2011. Alsteads Farm in Little Waltham is not scheduled as a preferred site at this stage.
The Council **RESOLVED** to resubmit their objection to the Alstead Farm site.
- 10/118.2 Essex County Council and Southend-On-Sea Borough Council Joint Waste Development Document Issues and Options Paper. Consultation Dates 7 October 2010 – 2 December 2010.
Noted.
- 10/118.3 Mid-Essex Highways reply letter regarding the Council's request for improvements to the Chatham Green bus stop (Braintree direction). Improvement work has been prioritised and budgeted for in the next financial year 2011/2012.
It was agreed to take this item in conjunction with 10/130. Cllr John Aldridge agreed to contact the Highways department to press for a solution to getting the improvements made at the bus stop more quickly.

10/119 Chelmsford Borough Council Correspondence

- 10/119.1 Advance Notice of Local Development Framework Consultations from 21 October 2010 to 1 December 2010. Consultation document comprising Site Allocations Development Plan Document – Proposed Submission.
Chairman Peter Brown to review the document for the next meeting.
- 10/119.2 E mail from Cllr Delmas Ashford confirming that there have been no road surveys carried out by the Highways department in Brook Hill.
Noted.

10/120 General Correspondence

- 10/120.1 Request from a free online counselling support service for a link on the parish council website.
Item to be deferred to the next meeting once more information about the organization is known.
- 10/120.2 Memorial Hall – increase of 50p per hall hiring with effect from 1 January 2011 for all regular user groups.
Noted.
- 10/120.3 Courtesy copy letter of a complaint to the Surgery from local resident regarding damage to the grass verge adjacent to the Surgery during building works.
Noted. It was confirmed that the Surgery have now agreed to reinstate the grass verge at completion of the building works.

- 10/121 Wheelers Hill Boot Sale**
Proposal to write to Planning Enforcement at Chelmsford Borough Council regarding the handling of the case.
Clerk instructed to write as proposed and to inform that the site is now being used for the sale of fireworks.
- 10/122 Amenities Working Party Report**
Proposal to carry out wood preserving the Main Road bus shelters and general maintenance work on the playground climbing frame. Footpath bridge by The Weir requires small repair.
Cllr Brian Cox queried whether there were sufficient funds in the budget. Clerk confirmed that budget was nearly exhausted. The Council **RESOLVED** to carry out immediately the proposed essential work to the climbing frame and footbridge. Bus shelter wood preserving identified as a task for the Community Service Placement Scheme.
- 10/123 Adoption of new Standing Orders.**
Draft standing orders to be presented for approval with the recommendation that the existing Financial Regulations remain unchanged.
Item deferred to 7 December 2010 meeting.
- 10/124 Channels Development**
Cllr Edith Robertson tasked with forming a strategic approach for the Council to adopt in relation to the proposed development.
- 10/125 Old Telephone Box - The Street**
Proposal to apply for ownership of the village phone box through British Telecom's 'Adopt a Kiosk' Scheme.
Item deferred to allow more time for feedback on the proposal from local residents.
- 10/126 Community Service Placement Scheme**
Toilet facilities required for workers. Proposal to pay for facilities - Portable toilet available - £85 + VAT for five days weekday hire.
The Council **RESOLVED** to pay for the facilities as proposed. Clerk to check any restrictions on location placement with the Highways Dept.
- 10/127 Proposal to purchase additional Salt bins.**
The Council **RESOLVED** to purchase three new salt bins once their location has been given approval by the Highways Dept. Clerk to obtain update on salt supply and maintenance policy from Essex County Council.
- 10/128 Tree Work in the Playground**
Quote for approval.
The Council **RESOLVED** to award the contract to Roses2Redwood at a cost of £440 for work as quoted.
- 10/129 Derek Elliott Bequest**
Discussion of ideas for potential projects.
It was agreed to ask for suggestions from the community via the Little Waltham & Chatham Green Village Magazine. Clerk asked to report back as to whether the Memorial Hall has received a separate bequest.
- 10/130 Chatham Green Bus Stop (Braintree Direction)**
Proposal for Little Waltham Parish Council to fund additional drop kerb and widening of a section of the footpath to enable wheelchair users in Chatham Green to access the bus stop. Clerk has been advised by Highways that the cost estimate for the work is £1000 but no guarantee that work can be completed in this financial year.
As per item 118.3 of this agenda.
- 10/131 Budget 2011/2012**
Discussion of potential projects to be budgeted for in the next financial year.

- Budget of £2500 suggested in respect of publicity/strategic approach required to object to the Channels development.
- Uplift in gardening budget.

10/132 Poppy Wreaths

Proposal to purchase two Poppy Wreaths for the Remembrance Day Service in Little Waltham under Section 137 LGA 1972.

The Council **RESOLVED** to make a S137 payment of £55 for two poppy wreaths. Cllr Jackie Ketley agreed to represent the Council at the Boreham Airfield remembrance service.

10/133 Clerk's Report – see Appendix A

Noted.

10/134 Finance

10/134.1 Payments of £2465.33 listed below were approved.

10/134.2 Current account balance £23,177.37 at 2010 – Noted.

10/134.3 Coop Guaranteed Investment Account deposit of £10,000 matured on 22 October 2010 and total reinvested for a further six month period – Noted.

10/134.4 Bank of Ireland Deposit account balance £27.19 at 1 October 2010 – Noted.

10/135 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.

10/136 Closure

Meeting closed at 8.45pm. Next meeting Tuesday 16 November 2010.

2 Nov10 Payments

02-Nov-10	Joanna Willsher	Salary Oct 2010 less employee pension contributions Dec 09 – Oct 10	103.40	0.00	103.40
02-Nov-10	Joanna Willsher	Stationery/stamps/mileage/office allowance	77.98	1.75	79.73
02-Nov-10	Essex Pension Fund	Employer's Pension Contributions Dec 09-Oct10	881.26	0.00	881.26
02-Nov-10	Mr T Payne	Dog bin installation/tennis court repair	110.00	0.00	110.00
02-Nov-10	Essex & Suffolk Water	Water Bill - Allotments	216.36	0.00	216.36
02-Nov-10	CPRE	Annual subscription	29.00	0.00	29.00
02-Nov-10	Memorial Hall	3rd quarter hall fees LWPC (Sept 10)	14.60	0.00	14.60
02-Nov-10	Memorial Hall	3rd quarter hall fees Good Companions Aug/Sept	23.40	0.00	23.40
02-Nov-10	Mrs B Roe	Flower Festival Flowers for LWPC entry	25.00	0.00	25.00
02-Nov-10	MD Landscapes	Grass Cutting 3/16 Sept 2010	220.00	38.50	258.50
02-Nov-10	NRH Landscapes	Gardening tidy up Oct 2010	616.24	107.84	724.08
Total			2317.24	148.09	2465.33

