

LITTLE WALTHAM PARISH COUNCIL

Minutes of the Meeting held on 6 September 2011 at 7:30pm in the Memorial Hall

Present: Councillors Peter Brown - Chairman
 Jackie Ketley
 Edith Robertson
 John Smith
 Malcolm Taylor
 Lorraine Vel
 Austin Weir

Also in attendance: Catherine Price – Clerk
 2 members of the public
 Borough Cllr Delmas Ashford

11/64 To receive any apologies for absence

Apologies were received from PCSO Ian Hilton, County Cllr Aldridge, Cllr Aston and Cllr Campen.

11/65 Consideration of Minutes of 7 July 2011

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

11/66 Declarations of Interest

None

11/67 Public Forum- to receive any representations from the public

Residents near Channels expressed concerns over Health & Safety at the Essex Regiment Way waste depot and requested the Parish Council to investigate various issues.

11/68 Neighbourhood Policing Team

Email from PCSO Ian Hilton reporting:
16/08/11 Theft of metal from Wheelers Hill
20/08/11 Fly tipping on Wheelers Hill

11/69 Planning

11/69.1 11/05571/CAT - 59 The Street - Cherry - front garden - fell to ground and remove stump; Apple x 2- rear garden - crown reduction

No observations

11/69.2 11/01306/FUL - 92 Brook Hill - Installation of air source heat pump to provide heat supply to new system of radiator emitters

The Council **RESOLVED** to make no specific objection but to ask for a condition regarding possible noise.

11/69.3 11/01305/FUL - 10 Rectory Close - Installation of air source heat pump to provide heat supply to new system of radiator emitters

The Council **RESOLVED** to make no specific objection but to ask for a condition regarding possible noise.

11/69.4 11/01304/FUL – 64 Brook Hill - Installation of air source heat pump to provide heat supply to new system of radiator emitters

The Council **RESOLVED** to make no specific objection but to ask for a condition regarding possible noise.

11/69.5 11/01168/FUL - Walden Cottage, 59 The Street - Roof extension and balcony to existing single storey garage to provide gym/office accommodation ancillary to dwelling

The Council **RESOLVED** to comment that they would like to clarify that the office accommodation is not for use by a business.

11/69.6 Submission of the Site Allocations Development Plan Document
Already covered in previous meetings.

11/70 Planning Results

- 11/70.1 11/00981/FUL - 148 The Street - Single storey rear conservatory - Application Permitted
- 11/.70.2 11/00911/FUL - Blenheim Cottage, Back Lane - Demolition of existing dwelling, relocation of domestic curtilage & construction of replacement 2-bed dwelling - Application Refused
- 11/70.3 11/00748/FUL - Little Belsteads, Back Lane - Formation of new manege - Application Permitted
- All noted**

11/71 Essex County Council Correspondence

- 11/71.1 Invitation to participate in the 2011/12 winter salt bag scheme. Response deadline 14 October 2011.
- Accepted, Clerk to organise**

11/72 Chelmsford Borough Council Correspondence

- 11/72.1 HM The Queen's Diamond Jubilee Beacons – plan for 5 beacons in each borough
Clerk to contact St Martin's Church to see if they would like to participate
- 11/72.2 Confirmation of the Submission of the Site Allocations Development Plan Document
Noted
- 11/72.3 Confirmation of Adoption of the North Chelmsford Area Action Plan (NCAAP).
Noted
- 11/72.4 E mail advising no funding available to provide a secure access gate for the Memorial Hall Car Park. As the Council's tenants, any such works are the responsibility of the Parish Council and CBC would be supportive of any appropriate measures that the Parish Council wishes to take.
Noted
- 11/72.5 CBC Tree Planting Grant offer for 2011 – deadline 14 November 2011.
Declined due to lack of a Tree Warden
- 11/72.6 Broomfield Village Design Statement – Consultation.
Agreed to respond

11/73 General Correspondence

- 11/73.1 Memorial Hall Committee - £4411 requested from the Derek Elliott Bequest towards cost of new flooring.
The Council RESOLVED to make the payment from the bequest.

11/74 Amenities Working Party Report

It was reported: Netting on the goal posts is damaged; tennis court nets have been mended again; there have been reports of drug dealing in the Memorial Hall car park, police were called; glass recycling bins have been filled to overflowing.
Situation is to be monitored, Clerk to contact CBC to make sure bins are being emptied on a regular basis.

11/75 Queen's Diamond Jubilee

Cllrs Vel, Smith and Ketley reported that a meeting has been arranged on the 8 September with village organisations to see what support they would give in preparation and on the day. The appointing of event manager, administration manager and site officer were discussed.

After further discussion, the Council asked for a detailed plan of the event and a detailed budget forecast to be presented at the October meeting, in order to decide whether to fund the event and add the cost to next year's precept for Council Tax.

In order to allow initial preparation for a possible event, the Council **RESOLVED** to allow a £300 starting budget for the event coordination

11/76 Village Design Statement Discussion

To be added to agenda for next meeting.

- 11/77 Review of quotes for new fence around playground**
Quotes for replacement/repair with similar fencing were discussed.
Council instructed Clerk to look into alternative fencing types and provide quotes for next meeting.
- 11/78 Car Boot Sale Update**
No comments as the sales seem to have stopped
- 11/79 Cricket Club Fencing Update**
Have committed to mending existing high nets, and to installing additional nets in some areas.
Clerk to obtain dates that this work is to be completed by.
- 11/80 Travellers Site Update**
Cllr Weir reported that landowners have been barricading their land to deter travellers from gaining access to their land.
- 11/81 No Door Step Selling – review of initial trial.**
Cllr Ketley reported that letters were delivered in the Brook Hill area in August. Most residents were in favour of the scheme, and one resident strongly objected. All residents in a street/area have to agree to the scheme being started.
The Council suggested an article in the village magazine to explain the benefits of the scheme.
- 11/82 Review of Council policy of formal posting of meeting agendas to Councillors.**
It was agreed that Councillors could opt out by way of receiving agendas and minutes by post by contacting the Clerk.
- 11/83 Fire at the waste depot on Essex Regiment Way**
Cllr's Weir and Taylor reported on concerns, having investigated issues around this site.
The Council RESOLVED to carry out further investigations.
- 11/84 Clerk's Recruitment**
The position has been filled and training arranged for the new Clerk on 5 October.
- 11/85 Finance**
- 11/85.1 Payments for approval of £4154.68 listed below.
Approved
- 11/85.2 Current account balance of £17,733.09 at 29 July 2011.
- 11/85.3 Coop Guaranteed Investment Account deposit of £10,062.45 at 8 July 2011.
Noted
- 11/85.4 Signing of new bank mandate for Coop current account.
Clerk to contact bank and fill out forms to remove signatures of ex-Councillors
- 11/86 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.
- Encroachment of land at allotments**
Timber cladding - 42 The Street
Public footpath maintenance
- 11/87 Closure**
Meeting closed at 9.30pm.

September 11 Payments

06-Sep-11	Joanna Willsher	Salary July/Aug less employee pension contribution	678.98	0.00	678.98
06-Sep-11	Joanna Willsher	Overtime 12hrs	111.04	0.00	111.04
06-Sep-11	Joanna Willsher	Office Allowance July/Aug/Mileage	79.24	0.00	79.24
06-Sep-11	Essex Pension Fund	July/Aug11 employer/employee pension contribution	149.16	0.00	149.16
06-Sep-11	Rural Community Council of Essex	Annual Membership	55.00	0.00	55.00
06-Sep-11	Mr Fuller	Surgery Garden Tidy Up	40.00	0.00	40.00
06-Sep-11	Audit Commission	Audit Fee 2010/11	285.00	57.00	342.00
06-Sep-11	Lambert Smith Hampton	Lease - Blasford Hill Allotment Land	77.00	0.00	77.00
06-Sep-11	MD Landscapes	Grass Cutting June/July11	715.00	143.00	858.00
06-Sep-11	NRH Landscapes	Gardening Tidy Up June/July/Aug11	852.72	170.55	1023.27
06-Sep-11	Mrs Sally Smith	Replanting of 12 Barrels & 2 Troughs	299.00	0.00	299.00
06-Sep-11	Mr T Payne	Fence Repair	105.00	0.00	105.00
06-Sep-11	Joanna Willsher	Anti-Virus Software for PC laptop	47.82	7.17	54.99
06-Sep-11	Joanna Willsher	Clerk Recruitment Advertising Cost	235.00	47.00	282.00
Total £			3727.56	424.72	4154.68