

# LITTLE WALTHAM PARISH COUNCIL

## Minutes of the Meeting held on 1 December 2009 at 7:30pm in the Memorial Hall

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

Also in attendance: PCSO Ian Hilton  
Approximately 17 members of the public.

### **09/123 To receive any apologies for absence**

Apologies received from Cllr Richard Lay, Cllr Austin Weir, County Cllr John Aldridge and Borough Cllr Malcolm Taylor.

### **09/124 Consideration of Minutes of 18 November 2009**

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

### **09/125 Declarations of Interest**

None.

### **09/126 Neighbourhood Policing Team – Report**

PCSO Ian Hilton gave a brief report on a small number of recent incidents and an outline of Operation Home Alone which aims to help the police check on potentially vulnerable people over the holiday period.

The Police Bus will be in Little Waltham on Wednesday 2 December 1pm-2pm. PCSO Hilton advised that as there have been no residents using the facility as yet, the continuation of the service will be reviewed in two months' time.

### **09/127 Community Award Presentation to Mick Seymour**

The Chairman presented Mr Seymour with his award.

### **09/128 North Chelmsford Area Action Plan**

09/128.1 Presentation of key proposals.

Cllr Miles Howarth gave an overview of the development proposals relevant to Little Waltham parish.

09/128.2 Opportunity for Borough Councillors to comment.

No Borough Councillors in attendance.

09/128.3 Public Forum on NCAAP proposals

A number of concerns were voiced by members of the public regarding traffic issues, the consultation process by Chelmsford Borough Council with the public and whether the proposed land was adequate for the number of new homes to be built.

09/128.4 Parish Council response

The Council approved a draft response to be submitted by the deadline of 21 December pending Councillors' viewing the NCAAP Exhibition in the Memorial Hall on 17 December 4-7pm.

**09/129 Public Forum- to receive any representations from the public**

Resident's concerns received regarding alleged unauthorised expansion of the Drakes Lane Industrial Estate onto neighbouring land which the Council **RESOLVED** to investigate, and the use of local roads by large lorries around the Waltham Road/Cranham Road junction.

**09/130 Planning**

09/130.1 09/01452/FUL "The Rectory" (aka "Lilliepad"), Brook Hill

Ground and first floor extension to existing garage and pitched roof to existing flat roof to front.

No observations.

09/130.2 09/01554/FUL "Ashling", Domsey Lane

First floor rear extension.

No observations.

09/130.3 09/01578/FUL The Surgery, 30 Brook Hill

Front, side and infill extensions.

The Council **RESOLVED** to support the application, and to draft a letter of support for an appeal by The Surgery against the NHS's recent refusal to grant permission to open a pharmacy within the surgery.

09/130.4 09/01363/FUL 11 Roman Road

Rear conservatory

No observations.

09/130.5 09/01513/FUL & 09/01514/LBC Little Waltham Lodge

Fenestration changes, installation of clock tower and internal alterations to existing Coach House. Amendment to approved application 09/00768/FUL & 09/00769/LBC.

No observations.

**09/131 Planning Results**

09/131.1 09/01371/FUL The Wilderness, Leighs Road

Replacement outbuildings and stables.

Permitted - Noted

**09/132 Essex County Council Correspondence**

09/132.1 Minerals Development Document - Site Allocations consultation.

The Parish Council's response has been submitted.

**09/133 Chelmsford Borough Council Correspondence**

09/133.1 NCAAP – consultation – by 21 December

See 09/128.4 for Parish Council response

09/133.2 Site Allocations Development Plan Document – consultation – by 21 December

Noted

09/133.3 Public Exhibition – Memorial Hall, Thursday 17 December 4.00pm to 7.00pm

Noted

09/133.4 Wheelers Farm enforcement

An enforcement case has been started by Chelmsford Borough Council. Little Waltham Parish Council has been asked to assist in notifying dates of when the site is being used.

09/133.5 Parish Charter – consultation – by 16 December.

The Parish Council **RESOLVED** to submit a request that Chelmsford Borough Council should undertake to give a written response to a written communication (including emails) from a Local Council within 5 working days or provide a holding reply saying when a full reply will be available and which officer is dealing with the matter.

09/133.6 Enforcement re fence at rear of old Bell public house.  
Letter received from Chelmsford Borough Council advising that they accept that the fence is inappropriate and will be removed once a replacement hedge has reached sufficient height.

**09/134 General Correspondence**

09/134.1 Letter from Tony Stubbings supporting Alsteads Farm proposal – noted.

09/134.2 Whitbreads Farm update

The Chairman reported that Strutt & Parker had advised that the office development project would probably start in summer 2010.

**09/135 Allotment terms & conditions**

The Council **RESOLVED** to adopt new terms and conditions. The new terms and conditions will be attached to all allotment invoices sent to tenants.

**09/136 Dog bin – Little Waltham Meadows**

It was reported that a new bin has been installed and the old one removed.

**09/137 Finance**

09/137.1 Payments for approval of £453.55 listed below were approved.

09/137.2 Current account balance £17714 at 25 November 09 (estimated)

Deposit account balance £8933 at 25 November 09 (estimated)

09/137.3 Co-operative Bank – approval for phone passcode.

The Council approved a phone passcode application to the bank to enable phone access to ascertain the account balance.

**09/138 Urgent Business**

Additional items for payment were approved comprising the grants agreed in the Council Meeting of 18 November 2009 section 09/117.

**09/139 Closure**

Meeting closed at 9.05pm. Date of next meeting: 5 January 2010.

<b>Payments</b>			£	£	£
Dec 09	JRB Enterprises	Replacement dog bin & post for Lt Waltham Meadows	159.00	23.85	182.85
Dec 09	Peter Brown	Reimbursement of top-up of Clerk's mobile phone	10.00	0.00	10.00
Dec 09	Peter Brown	Reimbursement of purchase of stamps	9.36	0.00	9.36
Dec 09	Peter Brown	Reimbursement of ink-jet cartridges, Sept-Nov	48.66	0.00	48.66
Dec 09	Peter Brown	Reimbursement of 1 year's antivirus subscription for Clerk's laptop	44.99	0.00	44.99
Dec 09	Peter Brown	Reimbursement of 2 years' regn of littlewaltham.org domain	29.96	4.49	34.45
Dec 09	Peter Brown	Mileage – 29 Sept – 19 Nov	39.30	0.00	39.30
Dec 09	Peter Brown	Reimbursement of purchase of filing cabinet for Clerk	72.99	10.95	83.94
<b>Total</b>			<b>414.26</b>	<b>39.29</b>	<b>453.55</b>