

Minutes of the Monthly Meeting of the Parish Council held on Monday 15th March 2010 at Great Waltham Village Hall

1. Record of Members present

Chairman: Mr A Micklem

Councillors: Mrs Harper, Messrs Greenwood, Jackson, Blaber, Steel and Bell.

Also present: County Councillor John Aldridge, Borough Councillor Malcolm Taylor.

Essex County Council: Mr Adrian Summons and Laura Chalkley.

Howe Street residents: The following residents signed the attendance sheet - P Byron, J Lee, Jackie Lee, Jacky Nott, Peter Nott, Pauline Thorogood, A Emberson, D Emberson, H Cousins, John Cousins, June Logan, T Hodge, M Hodge, M Maddison, D Maddison, P Church.

2. Apologies for Absence

Were received from Mrs Dickinson, Mrs Slater, Mr Huggins, Mr Braisby, Borough Councillor Delmas Ashford, and PCSO Ian Hilton.

3. Declarations of interests (existence and nature) with regard to items on the agenda.

There were no declarations of interest.

4. Public Participation session with respect to items on the agenda.

(a) Residents of Howe Street were present regarding the proposal for a new bus shelter at the junction of the Main Road and Parsonage Lane and to decide upon the siting and construction of same. The Chairman opened the debate by indicating that there was no objection by Mr and Mrs Maddison the owners of the property behind the present shelter, to the siting of a shelter some 17 metres from the present location and at the point where the kerbs had been raised to aid boarding the bus. Mr Emberson explained that the decision reached at the site meeting was a compromise and since the site of the shelter had been marked out on the ground he had received several comments particularly regarding the siting the shelter further to the west. The comments also expressed that there should be a fixed seat in the shelter. Mr Byron stated that he felt the shelter should be sited close to the raised kerb, should have a seat and should be a 1600mm length shelter with a standard roof. Mrs Maddison indicated that she would have been unhappy if it were proposed that the bus shelter was sited where the current bus stop flag and public seat is sited but confirmed that she had no objection with the shelter being sited in the area of the raised kerb. The ECC representatives confirmed that they would look at the site proposed to see whether the shelter could be accommodated on the footway by the raised kerbs and also check for underground services. Adrian Summons answered a question about the siting of the raised kerbs and indicated that this was where the bus required to stop and had adequate sight lines. A comment was made regarding vehicles parking in the area around the raised kerbing.

(b) Mr Paul Church made comment on the planning application 10/00333/FUL Halcyon, Main Road, Howe Street for part single storey, part two storey rear extension, indicating that the proposed development backed onto his property. He suggested that the proposed development would have an overbearing effect upon his property which could probably be reduced by a hipped roof. Mr Church also commented that the first floor window overlooked his back garden and should be reduced in size with the possibility of a further window on the side elevation which would not overlook his property.

5. Public Open Session – for any other items

The clerk read an email from PCSO Hilton regarding items since the last meeting. The Police had 4 reports of Nuisance youths all of which had been attended. Two were no trace, one was upgraded to criminal damage and the fourth found the youths concerned who were taken home to parents and spoken to there. This related to a disturbance at the carpet bowls club at Great Waltham Village Hall on a Friday night. A complaint of motor bikes in Border Wood was received. The Police walked the area and found no trace of any tyre marks but would remain vigilant. There had been two incidents of theft and one attempted burglary. Investigations were ongoing. There has been one incident of criminal damage which could be an attempt to steal horses, this has been passed to horse watch. There have several complaints about a white van parked at Duffries Close. The Traffic Police had been out to look at this twice in the past week and they have deemed that this was not an obstruction on both occasions. A report of nuisance motor bikes in the play area of Hatchfields /South Street was received. A member of the public gave the Police an index number and following up visits have obtained the details of all involved and all three have received sect 59 warnings (this means the Police can seize their bikes should they do it again). The Minutes of the Neighbourhood Watch meeting refer to the parking of vehicles at Great Waltham School at school times. PCSO Hilton would try and be around the area at the times of pupils entering and leaving school and a traffic officer who is currently attached to the local beat has also been informed.

6. Confirmation of the Minutes of the Monthly Meeting held on 15th February 2010.

It was resolved that the Minutes be confirmed and signed.

7. Adoption of Committee Reports.

(a) Planning Committee 22nd February 2010.

Resolved: That the report be adopted

8. Report of Planning Applications determined by the LPA's since the last meeting.

A report of planning applications determined since the last meeting was given.

9. To consider and comment on the following planning application.

(a) 10/00123/FUL 10, Duffries Close, Great Waltham for Single storey front extension, two storey side and two storey rear extension. The proposal is to provide ancillary accommodation consisting of an additional kitchen and lounge on the ground floor and two bedrooms and a bathroom on the first floor.

Mr Blaber referred to the comments made by the Conservation Officer as follows: 10 Duffries Close is a mid twentieth century semi detached house, which forms part of a group set around a green which is within the Great Waltham village conservation area. The simple form and uniformity of the houses with open gardens and subservient single storey side ranges is an essential part of their character. Although extensions have been permitted at number 5 (2002 complete) number 7 (2007 uncompleted) and number 2 (2008 unimplemented) this character has been retained. The proposed extension at number 10 would undermine this character and set a very unfortunate precedent. The layout of the 'extensions' indicates two separate houses on the plot. If such a large extension is to be permitted the following changes should be made: remove the front projection (giving a set back of 1m from the existing), lower the eaves and ridge height by 300mm. reduce the size of the dormer to be proportionate to the size of the roof (i.e. 2/3rd the width of the existing) and provide some articulation to the side elevation between the front and the rear wings which would also help to simplify the form of the extension, reduce its scale and make it subservient.

Parish Council comments: The Parish Council supports and agrees the comments made by the Conservation Officer.

(b) 10/00333/FUL Halcyon, Main Road, Howe Street for Part single storey, part two storey rear extension.

Comments:

- (i) The Parish Council would prefer the proposed extension to have a 'hipped roof' to reduce the overpowering effect that the extension would have from the neighbouring property.
- (ii) The Parish Council feels that there may be a potential loss of privacy to the neighbouring property.
- (iii) The height of the wall of the extension appears a little over burdensome on the neighbouring property as it is very close to the boundary.

10. Clerk's monthly report

10.1 Highways Matters

10.1.1 Flooding – Lane off Brook Hill North End – the job is anticipated to be completed by April /May.

10.1.2 B1008 – Great Dunmow – Little Waltham - weight restriction proposed by Barnston Parish Council

10.1.3 Village Gateways/Speed reduction features at Ford End. – has been applied for under the localism agenda.

10.1.4 Resurfacing road surface from Howe Street to Penden hill Corner – ECC Highways confirm that the section of Main Road has been placed on the 2010/2011 surface dressing programme but is subject to budgets confirmation.

– as reported above otherwise no further progress on any of these matters.

10.2 Howe Street Bus Shelter. – A meeting took place on Tuesday 16th February 2010 on site. In attendance were Mr and Mrs Alan Emberson (bus users), Moira Mason (ECC), Rob Venables (ECC) Mr and Mrs Derek Maddisson (local residents), Mr Bell, Mr Jackson and the clerk (Great Waltham Parish Council).

Following much discussion of the problems and issues surrounding the proposal to re-site and replace the bus shelter it was agreed that Mr Rob Venables (ECC) would mark out on the pavement the exact dimensions of the proposed shelter. The proposal would also involve the movement of the 'Give Way' sign and the removal of the bus stop flag pole as the flag and the timetable would be installed in the new shelter. It was proposed to move the site of the shelter 2.3metres to the west (away from the telephone kiosk) and slightly away from the wall of Woodside Cottage to allow access to the wall and to the rear of the shelter for maintenance. The suggested shelter was wooden manufactured by Littlethorpe of Leicester and named 'Bushby). The shelter size is 2.48m x .73m. The roof size is 3.1m x 1.6m. The shelter would be ordered without the seat depicted. The shelter has clear toughened glass in the sides and rear. It was stated that the proposal would need to be the subject of a grant application by the Parish Council to Essex County Council. Consideration would be given to applying for the grant by Great Waltham Parish Council at their meeting on 15th March 2010. The quoted cost of the shelter is £5280 plus VAT. Essex County Council will pay for the cost of removing the old shelter and installing the new one. A letter of support for the proposal from Mr Graeme Chalk has been circulated to councillors.

10.3 Speed Indicator Device.

Reports from the Speed Indicator Device are as follows:

Location	Total Vehicles	Average per day	Up to 30mph	30 – 40mph	Over 40mph
Ford End School	12986	1855	4177	6939	152
Great Waltham,	7851	1122	3947	2973	931

Hatchfields					
Main Road Howe Street facing towards Dunmow	4969	621	1971	2338	660
Sandon Hill, Ford End	11186	1864	2763	7154	1269

On Friday 5th March 2010 speed checks were carried out at Ford End between 1306 and 1452 one hundred vehicles were monitored with 6 vehicles issued with fixed penalty tickets travelling at speed of – 42mph, 51mph (mini bus), 42mph, 42mph, 40mph, and 42mph. The Parish Council called for a Police definition of the policy relating to speeding vehicles. Mr Greenwood expressed that the siting of the SID at Broads Green had no appreciable change in the speed of vehicles.

10.4 Road Improvements at the junction of the B1008 and B1417 (Appletrees Corner) – ECC have received the independent Road Safety Report on Friday 5th March and the site investigations were completed last week and these are with the consultants to see how the final design is affected. In view of this Mr Robinson will now attend the 19th April 2010 Parish Council to report on the proposed scheme.

10.5 Great Waltham School – School Wall – Mr Chris Mills has written ‘I notice in the recent P.C. minutes the lack of any action on the now-demolished flint school wall. This wall was specifically highlighted in the VDS as an example of an old boundary marker of the type which should be retained, particularly in the conservation area’. ‘Could the P.C. please approach the school to see what they are planning to do to replace the wall?’ Mr Steel undertook to make enquiries through the School.

10.6 Great Waltham Cycling Village Initiative – no further progress to report on this project.

10.7 Great Waltham Village Hall – Parish Focal Point/modification/refurbishment. –no further progress to report on this project.

10.8 Broads Green Notice Board – an order has been placed and completion is anticipated shortly.

10.9 Donation of Public Seat at Ford End Playing Field – the order for the seat is being finalised with the donor.

10.10 Parish Open Day – Great Waltham 20th March 2010. – letters have been sent to all Parish organisations inviting them to have a display at the event and posters advertising the event have been displayed. Mr Steel reported that thirteen organisations had expressed an interest in attending.

10.11 Easter Sports Programme – as reported at the last meeting arrangements have been made for multi sports activity for 6 – 14 year old age range at Great Waltham Recreation Ground on Tuesday 6th April 2010 between 9.30am to 12 Noon. Posters were available for display.

10.12 Recycling Facilities, Beehive Public House - efforts to try to re-establish a recycling unit at the Beehive Public House are continuing.

10.13 Bus Service 16 – Essex County Council has responded. ‘This service is operated by Regal Busways under contract to Essex County Council and we have been considering the request of the Great Waltham Parish Council together with another request to extend service 16 beyond the current route. We are not able to accede to your request as Essex County Council contracted services are not allowed to compete with commercial bus services. Altering the route of service 16 through Great Waltham would mean that this service would be competing with First Essex Buses service 33 and we would not wish to undermine the commercial viability of this service’. The Parish Council agreed that the clerk could discuss this matter further with the County Council and with Regal Busways and First Bus to see if any progress can be made to agree to the original request.

10.14 CBC – Proposed change of House Name – CBC has received an application to change a house name in Lucks Lane, Howe Street. It is proposed to alter the property currently named Trenarren to Cedars. The information was circulated to Councillors between meetings. CBC have now confirmed that the change of name is confirmed.

10.15 Applications for works to trees – Applications have been made to CBC for works to be carried out on trees within the Conservation Area or with Tree Preservation Orders as follows:

10.15.1 10/05514/CAT Ravenscroft, South Street, Great Waltham -Ash in rear garden - Crown reduction by 20% (2-3m) maximum, taking back to previous cutting points; Box in rear garden - remove stem closest to Yew and crown lift remainder to 2.5m maximum; Yew - adjacent to Box and closest to house - crown lift by removing lowest branches to a height of 2.5m maximum; Yew in rear garden - Crown reduction by 20% (2 - 2.5m) maximum. All cuts to suitable growing points. (Suitable growing points are side branches which are at least one third the diameter of the originating branch.)

10.15.2 10/05025/TPO The Old Vicarage, The Village, Great Waltham (TPO/1979/001) T1 - Copper Beech - adjacent to boundary with Ravenscroft - lightly trim back overhang to boundary, all cuts to suitable growing points. (suitable growing points are side branches which are at least one third the diameter of the originating branch.)

10.16 Parishes Event 12th April 2010 - an invitation has been received from the Mayor of Chelmsford to attend a Parishes Event on 12th April 2010. The event has been specifically designed for all Clerks and Councillors from Parish and Town Councils within the borough. The event will enable you to develop a greater understanding of the Local Strategic Partnership, to enhance your knowledge of the different services that the Borough Council undertakes and will provide an opportunity for those attending to talk officers from across the Council. The event will comprise of an afternoon and an evening session and will follow directly on from the Mayor's Buffet Reception. The invitation from the Mayor invites councillors and clerks to attend a buffet and hour prior to the lunchtime (12.30 for 13.30 session) or evening (17.30 for 18.30 session). Attendance requires to be confirmed by Friday 12th March 2010. The Chairman reminded members to put their names forward to the clerk.

10.17 EALC – Larger Local Councils Forum – 23rd February 2010 – the clerk attended the forum held at Ongar Town Council Offices. Councillor Tony Shrimpton, Forum Chairman announced that Maldon Town Council were making application to ECC to build a link road between the A12 and the Maldon by-pass avoiding all villages to cater for traffic travelling to and from the proposed development/redevelopment of Bradwell Nuclear Power Station. Councillor Shrimpton indicated that if any council wished to raise an issue at the forum then this should be placed on the agenda.

The major part of the meeting was taken up in formulating the response of EALC upon the NALC consultation document entitled NALC Draft Development Strategy and Business Plan 2010 – 2015.

The general feeling was that NALC was trying to create a hierarchy to enable them to have power and direct the County Associations. The comments prepared reflected the EALC resistance to such a proposal. It was generally felt that the EALC worked very well for the member councils and was not in need of review or modification and was controlled through the Executive Committee made up of representatives from the member councils. It was felt that NALC wished to take all of the annual affiliation fees into a central budget which would then be distributed to the County Associations. This would be to the disadvantage of the Essex Association as there was a danger of a higher level of funding being provided to the less efficient counties to allow them to reach a national standard. The response to the document is best summed up by one response in answer to the question 'What changes would you make'. The response being 'The entire consultation paper is muddled and speaks in general terms as if the current set up is moving to a centralised system, with the NALC deploying staff and resources either regionally or nationally. This is a complete step change and flawed as the change has not been agreed. The Development Strategy and Business plan is therefore not an appropriate paper for consultation. Firstly an agreement needs to be made by the NALC, County Associations and the member councils on whether there is a will to amalgamate the 38 counties into the NALC and become one centralised organisation' The second draft of the Full response by EALC to NALC is being circulated to councillors.

A report produced by the Larger Local Councils Forum – The Green Group was noted. All papers will be circulated to councillors in the usual way.

10.18 Mayor of Ceyrat – Invitation The letter invites the Chairman or his representative to the celebrations. They would like a prompt reply with an acceptance and name. The person will be expected to deliver a 2-3 minute speech in English at the official ceremony on Friday 14th May 10-12.30. This will be translated orally on the spot into French. A written version of the speech will be translated into the other 2 languages (Italian, German) for those attending. Therefore, a written version of the speech must be sent to the Town Hall by 20 April. The letter also enclosed a programme for the fete, 9th - 15th May. On 14th May an exchange of presents is mentioned. Mr Steel would check out the matter of gifts for exchange. Mr Blaber would prepare a speech and represent the Parish Council.

10.19 Chairman of Essex County Council – Invitation – an invitation for representatives of the Parish Council to attend the Annual Civic Service at Brentwood Cathedral on Wednesday 28th April 2010 at 7.30pm has been received. The Chairman asked interested members to give their names to the clerk.

10.20 Village Agents - The Parish Council was represented at the Village Agent Stakeholders meeting at Great Waltham Village Hall on Monday 1st March 2010 by Mr Blaber and the clerk.

Mr Brian Goodwin, the Village Agents Manager reported on the activities of the Village agents in the Mid Essex and Chelmsford Area. There are three agents appointed for the Chelmsford area the closest covering Chignall, Pleshey, Mashbury and Good Easter parishes. When the question of expansion of the service was discussed the clerk put himself forward as a potential agent for Great Waltham Parish. It was later discovered that this was not a voluntary post but a post which would be advertised as was required. An arrangement was then made for any enquiries made in Great Waltham Parish for the services provided by a village agent could be made through the clerk but passed on to Mr John Peart, the agent appointed for the Rettendon and East Hanningfield area. The communications of the organisation are to be improved and the village agents website will be linked with the Parish Website to allow parishioners to be aware of the services provided.

10.21 Parish Council Training on Planning Matters – 1st March 2010. – the meeting was attended by Mr Keith Holmes, Planning and Development Manager and Sarah Hill Sanders Principal Planning Officer, Chelmsford Borough Council. The Parish Council was represented by Mr Bell, Mr Greenwood, Mr Huggins, Mr Micklem, Mr Steel, Mr Blaber and the clerk. The meeting was given a presentation explaining how Planning Policy was formulated and how CBC deal with planning applications and what matters they could and could not take into account. Two previously determined planning applications which had been raised by Parish Council members as examples were discussed and reasons given on what note had been taken of the Parish Council comments. Throughout the meeting many questions were raised and answered and comments made regarding the planning process.

Since the meeting Mr Huggins has made a suggestion which will be considered on the next Planning Committee agenda.

10.22 Mid Essex Area Forum – was held on 4th March 2010. The Parish Council was not represented.

10.23 Parish Paths Partnership – The Chairman and clerk met with Matthew Hodgkinson, ECC Public Rights of Way Officer on 4th March 2010. Mr Hodgkinson confirmed that Great Waltham Parish Council was to continue to be a member of the Parish Paths Partnership and discussion followed on the work carried out by the Parish Council, the handyman and local landowners and farmers. Attention was drawn to the deterioration of Dunmow Lane (centre section) and to the Parish Council preference to the byways being closed by traffic regulation order rather than additional funding being spent on maintenance of byways when priority should be given to repairing potholes in the highways which were used by most traffic. Mention was also made about development of the Ridley Round

walk and the possible creation of an information point in the telephone kiosk at Littley Green. This project was favourably received by Mr Hodgkinson who would talk to others in his department regarding this idea. Discussion took place to the control of dogs on public rights of way and the fouling of footpaths. It was suggested that an article should be written by ECC and distributed to all parishes for publication in local magazines.

10.24 Bank of Scotland – Bank Account – Following the last Parish Council meeting the cheque issued in favour of Adventure Playgrounds was not honoured by the Bank of Scotland as the signatures on the cheque were not in line with the mandate. The bank was not helpful in overcoming this difficulty and despite saying that they would issue fresh papers for a new mandate completion nothing has arrived. In the circumstances the payment was effected by the Chairman who has now been reimbursed. Difficulty has arisen in that the bank branch is in Ipswich and not immediately accessible. Additionally the advantages which were gained in the early stages of the account from interest paid had now ceased. It is therefore recommended that the Parish Council changes its bank account to the Cooperative Bank Limited which has a branch in Chelmsford but payments can be made through the local Post Office.

10.25 CBC – How to help improve planning and development management – a letter and survey form regarding making of planning applications has been received. The Chairman had completed the survey on behalf of the Parish Council.

10.26 Comment upon the proposals for the bus lane system operating from the emerging Park and Ride Scheme for Essex Regiment Way. (Item 7 Planning Committee Minutes 22nd February 2010) – Essex County Council (Norman Robinson) has responded- 'The decision on whether cyclists should use the bus lanes is based on safety and the position of these lanes within the highway. Apart from one short length of bus lane (to allow a merge), the inbound bus lanes are positioned at the centre of three lanes so that vehicles using this bus lane are in the correct position when approaching the roundabouts to turn right. It was felt to allow cyclists in the centre of three lanes with vehicles travelling at national speed limit on both sides would put them at an unacceptable risk. Cyclists have been permitted to use those bus lanes located on the nearside of the carriageway as this is a more "normal" situation and the risk is considerably reduced. The route along the A130 Essex Regiment Way and A138 Chelmer Road is not an attractive route for cyclists and since it is about a kilometre from the Great Waltham, Broomfield Hospital, town centre corridor, cyclists may consider this not to be a direct and natural cycle route for the communities to the north of the town centre. An alternative cycle route for this Great Waltham / town centre corridor is currently being investigated with the valuable help of your Parish Council and a report will be submitted to the Council's cycling infrastructure engineer for review and to seek funding'. Mr Robinson adds 'I trust this information explains the reasoning behind the use of the bus lanes by cyclists and thank you for taking the time to offer your comments to the draft Order'.

10.27 North End Place, North End – Request for No Through Road Sign – ECC have confirmed that a 'No Through Road' sign on a new post will be ordered for the entrance way in Brook Hill (opposite Brook House) early in the new financial year after information from the utility companies is received regarding location of any underground plant which could be affected. This follows a request by a resident of North End. It was noted that the request was made due to information that is supplied to Satellite Navigation devices etc drivers are inadvertently accessing via this route to the rear of the property. Hopefully the measure will encourage drivers to access via the other approach. Mrs Slater has commented that she is not sure if this is strictly accurate - as other residents have right of access along this road to their property.

10.28 Play Equipment at Great Waltham Recreation Ground – further installation works have been carried out at Great Waltham Recreation Ground children's play area. The cone climber has been installed and the works on the three towers on the mound had been completed. Agreement had been reached between meetings to expend a further £300 on safety matting to prevent erosion on the mound close by the long climbing ramp from the third tower. The two springers will be installed shortly. There is an outstanding problem regarding the retention of the material on the newly formed steps and this will be sorted out with Adventure Playgrounds.

10.29 North End Bus Shelter – was demolished by an RTA overnight on 1st March 2010. The Parish Council Insurers have been notified. Further information is being sought from the Police. The site has been cleared.

10.30 Standing Orders for Local Councils – a new publication has been produced by NALC at a cost of £25. It covers Model Standing Orders and Meetings. It was agreed that the Parish Council would purchase a copy.

10.31 Spiking of Great Waltham Recreation Ground – football pitch – slitting (similar to spiking) took place on 10th March 2010. The machine also had a light roller attached.

10.32 Summer Holiday Play Activities – Two sessions of two and a half hours of Multi Sports activities combined with Play in the Park activities offering non sports activities such as arts and crafts have been arranged for Great Waltham Recreation Ground and changing rooms on Wednesday 4th August 2010 between 9.30am and 12 noon and on Wednesday 11th August 2010 between 1pm and 3.30pm. The cost of the sessions will be £75 per session.

10.33 Audit Commission – Appointment of External Auditor – the letter confirms to appointment of Wayne Rickard from the Audit Commission's audit practice as the external auditor to the accounts for Great Waltham Parish Council for the period 2009/10 to 2011/2012.

11. Report from County Councillor.

County Councillor Aldridge spoke about service 16 (see Clerks Report) and the Howe Street bus shelter indicating that this should be very much up to the users of the shelter.

12. Report from Borough Councillor

Borough Councillor Taylor indicated that he had no report to make.

13. To consider making an application to Essex County Council for a grant of 100% of the cost of re-siting a new 'Bushby' bus shelter at the junction of Parsonage Lane and Main Road, Howe Street and to confirm that the Parish Council will accept responsibility for the insurance and future maintenance of the proposed bus shelter.

It was agreed that the Parish Council would accept responsibility for the insurance and future maintenance of the new shelter.

The Chairman read the petition which had been received from the residents of Howe Street regarding the proposed siting of the shelter.

After taking into account the comments made by the residents of Howe Street through the petition and the public open session it was agreed that the Parish Council would make an application for a 100% grant for a 'Bushby' shelter, with an integral seat and that the shelter should be sited at a point close to the raised kerbs subject to the agreement of ECC. ECC were asked to survey the site to determine the specification and the position of the shelter and that there were no problems from underground services. ECC would also look at the car parking situation when undertaking the survey.

14. To adopt the Parish Plan

The draft Parish Plan had been circulated to members of the Parish Council some of whom had made comments upon the content.

It was agreed to adopt the Parish Plan in principle and subject to the minor changes as suggested by the councillors input.

15. To consider making a donation of £100 -£300 towards the publication of the Parish Plan on better quality paper.

In the absence of Mr Braisby the Chairman explained that the additional cost of between £100 and £300 was proposed for a better cover for the document although there was also the possibility that an additional page might be required. It had been determined by RCCE that because it was a community project it was VAT exempt which meant that there was a possibility that no additional funding would be required. The Parish Council had allowed a budget of £500 in the current year estimates. It was agreed in principle that expenditure of up to £300 could be spent on the publication of the Plan.

16. Annual Assembly Arrangements – Topic for the Annual Assembly?

Suggestions were that Mr Braisby should give a presentation on the conclusion of the Parish Plan. Other suggestions were to remind parishioners of the 2011 Parish Council elections, and/or a presentation on the powers of the Parish Council and the powers of other tiers of local authority.

17. To give consideration to a proposal for the Parish Handyman or similar to distribute salt/grit on footpaths in specific areas of the Parish (i.e. areas where there is a heavy footfall -Walthambury Stores or where there are vulnerable people -Bakers Mead / Brook Mead); if the Parish Council were to purchase the bins and ECC were to keep them stocked. Maybe the PC could arrange to buy a grit spreader. (County Councillor John Aldridge)

County Councillor Aldridge indicated that if a member of the public spread the salt then they would be covered by Essex County Council insurance. If an employee of the Parish Council spread the salt then the Parish Council would require adequate insurance cover. Following discussion item it was felt that the proposal would not be particularly practical to operate in Great Waltham Parish.

18. Review of Parish Clear Up 13th March 2010.

It was reported that the event had been most successful and well supported by parishioners. There was less litter generally. One area of concern was the indiscriminate dumping of dog 'poo' bags. The clerk was asked to prepare a report of the event and draw attention to the dog 'poo' bag situation and call upon dog owners to come forward to suggest possible locations for bins into which the bags could be deposited. It was also felt that parishioners should be made aware of how little time was involved in the litter clearance by emphasising that the event only took a couple of hours to complete.

19. To consider entry into the 2010 Essex Village of the Year and Best Kept Village Competition.

The clerk had prepared the entry form for Great Waltham to be entered into the Essex Village of the Year and Best Kept Village competition. There were no other offers to enter other villages or hamlets.

20. Communication (Mr Micklem)

This item was deferred.

21. To confirm the action of the Chairman between meetings in authorising the purchase of 50m of 1 metre high Orange Safety Netting for use to fence off an excluded area of the new playground equipment due to the muddy conditions. Cost £21.27 plus VAT.

The action was agreed.

22. To confirm the action of the Chairman and clerk between meetings in authorising the manufacture of two narrow lane signs for Bury Lane, Great Waltham to replace on damaged sign and to hold one spare. Cost £20.00 plus VAT.

The action was agreed.

23. Fencing on verges of highway between Hartford End and The Causeway, Littley Park

Mr Jackson reported that he had received a complaint from a parishioner at Ford End regarding the narrowness of the lane as a result of the wooden fences being erected on either side of the road, making the lane insufficiently wide enough for vehicles to pass. This had been referred to the highway authority. ECC Highways had investigated the matter and indicated that there had been no infringement of the highway. It was suggested that some slight modification of the fencing at the mid-way point could create a passing place. The Chairman undertook to speak to the landowners regarding this.

24. To receive and consider for comment a consultation document from Essex County Council entitled 'Developers guide to Infrastructure Contributions' closing date for comments 5th April 2010.

The Parish Council would make no comments on this document.

25. To receive and consider for comment a consultation document from Uttlesford District Council entitled Uttlesford Core Strategy - Further Consultation on Preferred Options, February 2010 closing date for comments 9th April 2010.

The Parish Council would make no comments on this document.

26. To Change the main bank account of the Parish Council from Bank of Scotland to Co-operative Bank.

The Chairman reported on the problems which had been experienced with the current bankers recently. The Chairman reported that he had surveyed the banks and found that a preferential arrangement for community banking could be made through the Co-operative Bank.

It was agreed that the paperwork be drawn up to transfer the general account of the Parish Council from the Bank of Scotland to the Co-operative Bank.

27. To consider the appointment of Charlotte Bradley as a tree warden for the Parish.

The appointment was agreed.

28. To consider whether the Parish Council wishes to adopt the Parish Charter.

It was agreed that the Parish Council were prepared to adopt the Parish Charter.

29. To consider whether the Parish Council should be represented at the Essex County Council review of the County's built heritage – Mr Martin Herbert will be attending the event and has booked a 5-10 minute slot to speak. He will be attending as a Local History recorder and also as a representative member of the Great Waltham Architectural Society. He is also prepared to represent the Parish Council if agreed. (Mr Herbert has indicated that he will be covering topics such as the failure of English Heritage to respond to the request for additional listed buildings in Broads Green, failure to list Ridley's Brewery and the Leather Bottle Public House at Pleshey. Mr Herbert also gives the Parish Council the opportunity to add other items should it feel the need).

The item was debated and it was concluded that the Parish Council has nothing specific to raise and felt that they do not require to be represented at this stage. The Parish Council welcomed Mr Herbert's attendance as Local History Recorder and representative of the Great Waltham Architectural Society and would ask Mr Herbert to report back to the Parish Council after the review as he may feel appropriate.

30. Confirmation of Cheques

Cheques drawn between meeting to be confirmed

£14580.39 Payment for children's play equipment – to replace dishonoured cheque (see item 10.24)

Cheques are to be drawn and signed by two members as follows:

£ 364.25 Grounds Maintenance February 2010

£ 21.51 Wood Preserver for Notice Boards

£ 24.99 Orange Safety Fencing/Netting

£ 165.00 Allotment Rent

£ 23.50 Signs for Bury Lane, Great Waltham

£ 35.00 Registration Fee Data Protection.

£ 145.90 Mower Service

£ 509.00 Hire of Great Waltham Village Hall 2009/10

£ 28.91 Inspection of Fire Extinguishers at changing rooms.

£ 50.00 Hire of Ford End Village Hall 2009/10.

£ 143.27 Caretaking and materials at changing rooms and children's play area.

£2345.28 PAYE Tax Payment to HM Revenue and Customs.

£8577.50 Supply and installation of cone climber and additional matting.
£ 20.00 Howe Street Playing Field Rent
£ 299.92 Handyman's wages, mileage and out of pocket expenses
£ 640.73 (plus admin expenses) Clerk's salary and administrative expenses.
£ 25.00 Standing Orders booklet.

31. Matters for the next agenda.

Twinning Gifts (Mr Steel).