

GREAT WALTHAM PARISH COUNCIL

Minutes of the Monthly Meeting of the Parish Council held on Monday 19th September 2011 at The Old Fire Station, Great Waltham

1. Record of Members present

Chairman: Mr A Micklem

Councillors: Mrs Farrant, Mrs Patch Messrs Jackson, Bell, Huggins, Leyde and McDevitt.

Also present: County Councillor John Aldridge, Borough Councillor Delmas Ashford, Mr Peter Messenger and Mrs Rose Braisby.

2. Apologies for Absence

Were received from Mr Braisby, Mr Steel, Essex Police and Sue Joyce.

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

Mr Micklem declared an interest in agenda item 20.

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

(b) Mrs Rose Braisby gave information on the proposed application for grant funding for repairs to Great Waltham Church, which were expected to cost in the region of £60,000 and answered questions raised by those present.

(c) Mr Peter Messenger provided information and answered questions raised with regard to the design of the proposed Great Waltham Village sign.

5. Public Open Session – for any other items

(a) A report from Essex Police was read by the clerk.

25/08/2011 Theft from the Retreat, Margaret woods road. Enquiries were ongoing.

27/08/2011 Criminal damage - Margaret woods road

03/09/2011 Youths in South Street car park. Ian Hilton had spoken to Mr Steel about this.

03/09/2011 Hirer made off without payment from a taxi. No further complaint at this stage.

13/09/2011 Indecent exposure. Hoe lane, Great Waltham. Statements taken. Awaiting a further report of similar incident in the same area. Another exposure occurred in Lt Waltham around the same time. Patrols are targeting these areas and stop checks carried out. Essex Police would ask members of the public to be aware and report any suspicious males in these areas.

6. Confirmation of the Minutes of the Monthly Meeting held on 15th August 2011.

It was resolved that the Minutes be confirmed and signed.

7. Adoption of Committee Reports.

(a) Planning Committee 22nd August 2011

Resolved: That this report be adopted.

(b) Planning Committee 12th September 2011

Resolved: That this report be adopted.

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

There had been no planning applications determined since the last meeting. It was reported that an enforcement notice had been served on Redes, Main Road, Ford End regarding the use of land for the storage of motor vehicles without planning permission.

9. To comment on the following planning applications.

There were no applications to be considered.

10. Clerk's monthly report

10.1 Highways Matters

10.1.1 Village Gateways/Speed reduction features at Ford End. – the proposals for the gateways at the southern approach to Ford End Village have been sent off to ECC for approval on 1st August 2011. To date there has been no response. This matter will be discussed with County Councillor

Tracey Chapman, Cabinet member for Highways and Transportation on 14th September 2011. (see report item 10.16 below)

10.1.2 Bridge at Hartford End Mill. – repairs are underway.

10.1.3 Metal projections at Bury Lane Ford – Works were carried out on 29th August 2011. Whilst reflector posts have been placed over the metal projections further works which were carried out to prevent erosion taking place is not satisfactory as agricultural vehicles can no longer pass through the ford. This was discussed with the Highways engineer and the farmer on 14th September 2011.(see report 10.15 below)

10.1.4 Verge Opposite The Compasses Public House, Little Green – Nothing further has been heard. This matter will be discussed with County Councillor Tracey Chapman, Cabinet member for Highways and Transportation on 14th September 2011. (see report item 10.16 below)

10.1.5 Verge and Flooding, Lucks Lane, Howe Street– On Tuesday 6th September an ECC Team Engineer, Steve Hagen, was on site in Lucks Lane with the ECC Contractor measuring up the site when Mr Bell came up to them and introduced himself. The engineer and contractor explained the scope of the planned works at the western end of Lucks Lane junction with Main Road as follows;

1. Haunch carriageway to the rear of Fordwater, Halcyon & Breydon House
2. Re-grade existing ditch
3. Extend ditch in a westerly direction to midway to the rear of Breydon House
4. All excavated material from the ditch to be placed on verge to build up verge
5. All additional soil placed on verge by residents to be regraded on verge
6. Reflective bollards to be erected in verge to discourage verge parking

The engineer also advised Mr Bell that Main Road, Howe Street had been put forward as a drainage scheme for consideration in 2012/13, though this would have to be prioritised alongside all other drainage schemes before it could be scheduled.

10.2 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
Main Road Howe Street, facing Great Dunmow	3077	559	1356 (44%)	1400 (46%)	321 (10%)
Hatchfields Great Waltham	7842	1046	4004 (51%)	2924 (37%)	914 (12%)
Sandon Hill, Ford End	12649	1860	2287(18%)	8454 (67%)	1908 (15%)
Main Road, Howe Street facing Great Waltham	4223	469	1997 (47%)	2026 (48%)	200 (5%)

10.3 Great Waltham School – School Wall – No further progress has been made with this project. Arrangements have yet to be made with two fathers (who are also builders) and a group of labourers to carry out repairs to the low flint rubble wall fronting the school.

10.4 Speeding and reducing the speed limits – This matter will be discussed with County Councillor Tracey Chapman, Cabinet member for Highways and Transportation on 14th September 2011. (see report item 10.16 below)

10.5 Quiet Lanes – nothing further to report on this matter.

10.6 Special Roadside Verges – areas proposed are awaiting assessment by Essex County Council.

10.7 Willow tree between Beehive Public House and Walthamby Stores – A meeting was held with representatives of Green King on 28th July 2011. Nothing further has been heard since that meeting.

10.8 Transport Needs Survey – a new spreadsheet has been sent by RCCE and will be looked at to see whether this is now useful to analyse the results of the survey.

10.9 Unofficial Layby – near Oak House, Main Road, Howe Street - nothing further has been heard.

10.10 EALC Making the Links Conference and AGM 27th September 2011 – The Chairman asked that if any member wished to attend to let the Clerk know.

10.11 Development of Affordable Housing – Barrack Lane and Mashbury Road, Great Waltham- CHP has written to inform the Parish Council about CHP's current proposals for 2 potential Affordable Housing Redevelopment opportunities in Great Waltham in Barrack Lane and Mashbury Road comprising the Airey Houses Nos.2, 4 & 8 Barrack Lane and Nos. 6, 8, 10 & 12 Mashbury Road respectively.

Both proposals are at a very early stage and CHP is currently organising a series of visits to the CHP tenants currently living in the properties affected as the first stage of the process before opening up the schemes for wider consultation with neighbours, the Parish Council and wider community. A number of the residents affected is known are quite elderly and whose views are CHP's primary concern in terms of how the sites may progress and once CHP have discussed their initial proposals with the tenants CHP will be able to provide the Parish Council with some more detailed information. CHP's initial focus is likely to be on the Mashbury Road site where there are void properties and the intention would be to provide a range of housing to meet identified need and potentially provide temporary or permanent decant accommodation for the current residents at Barrack Lane (should they wish to move to a new home). This could then potentially allow the redevelopment of the Barrack Lane site.

CHP have been reminded of their promise to have a public display of the proposals once formulated. The Parish Office has been put forward as a suitable local venue for such and exhibition.

10.12 Chelmsford Borough Council - Play in the Park. – CBC report that Play in the Park during summer 2011 was a smashing success. Throughout the summer 90 two-hour sessions ran at 25 venues over 5 weeks. Overall nearly 5000 children attended the sessions. The numbers of attendees and the charge applicable to the Parish Council's sessions are given below.

Date	Time	No. Attendees	Basic Charge	Charge for Extras
12 April	10am to 12noon	23	£0	N/A
19 April	1.30 to 3.30pm	49	£75	N/A
3 August	10am to 12noon	44	£75	N/A
10 August	1.30 to 3.30pm	30	£75	N/A

CBC report that the Play Workers worked hard to ensure that the children attending had plenty to do and feedback had been gained from them and parents regarding how the sessions could be improved even further for 2012. CBC asks whether the Parish Council plans to book again for 2012?

10.13 Great Waltham Community Network – AGM – 27th September 2011. – an invitation to attend the AGM had been received. Mr S Huggins will represent the Parish Council.

10.14 Speed Indicator Device.

A further report from the Speed Indicator Device is as follows:

Location	Total Vehicles	Average per day	Up to 30mph	30 – 40mph	Over 40mph
Ford End School	10749	559	1954 (29%)	5763 (54%)	1876 (17%)

10.15 Bury Lane Ford – a site meeting took place with Fiona Clark, Essex County Council, Highways Engineer on Wednesday 14th September 2011. Mr Alexander Micklem and the clerk represented the Parish Council. Brian Halls attended as the local farmer.

It was explained that large agricultural vehicles can no longer pass through the ford because of the narrowing which had occurred by the installation of concrete filled bags on all four sides of the ford. The works that have been carried out to prevent further erosion occurring of the south eastern bank do not appear helpful and may even exacerbate the problem. On the other three sections the vertical walls reduce the width of the road and create the access problem.

It is felt that the works carried out to install the concrete filled bags on the upstream (western) side of the brook are unnecessary. If these were removed and the verge graded then this would be acceptable and adequate. This would also allow agricultural vehicle to negotiate a way through the ford.

On the north eastern bank the concrete bags need to be installed slightly further back from the road edge. It is suggested that they also be graded back so that they do not form a vertical wall of bags and also graded south to north starting with three bags high at the ford edge and graded in a northerly direction to just a single bag.

The south eastern bank needs to be curved around the existing bank. This is where the erosion has taken place and will continue to do so possibly more so. The works which have been carried out and which form a short vertical wall narrowing the width of the roadway should be reconstructed to align with the bank so as to prevent further erosion of the banking and deflect and channel the water under the footbridge.

It was pointed out that the ford is considerably deeper these days than it had been in the past and appears to be even deeper since the works have been carried out. In an attempt to restore the ford to its previous water level it was agreed that Mr Alexander Micklem agreed to carry out some clearance works to allow the water a clearer passage.

ECC were asked to consider these suggestions put forward at the meeting and detailed above and to let the Parish Council know what further works are intended and when these works will be carried out.

10.16 Report of meeting held with County Councillor Tracey Chapman, Cabinet Member for Highways and Transportation on 14th September 2011- the meeting with County Councillor Tracey Chapman was scheduled to last half an hour and took the form of a surgery. Essex County Council were represented by County Councillor Tracey Chapman, Cabinet Member for Highways and Transportation, County Councillor Penny Channer, Deputy to Cabinet Member for Highways and Transportation and Nicoli Thompson, Highways Officer who took notes of the meeting. Great Waltham Parish Council was represented by Mr Alexander Micklem, Mr Mike Steel, Mr Paul Braisby and the clerk.

Issues raised were:

(a) Speeding Vehicle Issues at Ford End Village (including the installation of gates)- ECC stated that Ford End is on the old A130 and the Parish Council had been informed that no physical traffic calming could be installed as the road was an alternative route for the A120. The Parish Council representatives drew attention to the proposals prepared by Mid Essex Area Highways in August 2010. The ECC representatives undertook to look into this matter further. Regarding the proposal to install gates ECC indicated that they recognised the need to install gates and that ECC could install them but the Parish would be required to pay. The design work had been completed and was currently with a senior engineer, although it was unclear whether this was the Parish Council's design or a new ECC design. ECC would obtain more detail as soon as possible. The Parish Council representatives indicated that they had prepared a scheme which had been submitted on 1st August 2011 upon which there had been no response. The Parish Council representatives made it clear that their request was for ECC to approve this design and for the Parish Council to install the gates at a much lower cost than what ECC would incur and charge the Parish Council.

ECC representatives agreed to look into this matter further.

(b) Speed Management Strategy with particular reference to the proposal for a speed restricted area between Ash Tree Corner and Great Waltham village (i.e Minnow End).

The ECC representatives indicated that Vick Duff had attended a Parish Council meeting on 11th July 2011 where the Parish Council had been informed that the requests for speed restriction reviews had all been logged and that they would be investigated with a decision being made before Christmas. It was pointed out that the proposed areas could not be agreed if they fell outside the current policy. The Parish representatives indicated that this report did not accord with the Parish Council's understanding particularly with regard to the proposed review of the speed restriction between Ash Tree Corner and Great Waltham Village. The Parish Council understood from the meeting on 11th July 2011 that Vicky Duff had indicated that 40mph speed restriction at Chelmsford Road, Great Waltham between Ash Tree Corner (end of 40mph restriction) and Great Waltham Village (beginning of 30mph restricted area) – passing through the hamlet of Minnow End had been considered by ECC's consultants and had been rejected, although no reasons for the rejection were given. ECC reiterated that they would confirm the decision before Christmas.

(c) Verge opposite Compasses Public House, Littley Green (as an example of a Big Society project). ECC representatives indicated that they needed to establish whether there was any local concern about the verge being transferred to parking. If the Parish Council wanted to represent this as the community's wish then ECC could investigate it. However ECC would need to:

- Check that those undertaking the works carry the necessary Street works accreditation and public liability insurance and that the works are in line with ECC specifications.
- If Highways rights are to be removed that would either be via the magistrates court on the basis that the relevant area of the highway is unnecessary for the public.(or)
- To facilitate development for which planning permission has been obtained which requires that the land cease to be highway for the development to be implemented and the Secretary of State makes an appropriate order.
- From discussion with the ECC maintenance team it is apparent that hardening this verge would not be favourable in the particularly rural area and by placing highway plantings it has been known for these to spread onto the highway.

Although ECC representatives suggested that the scheme was possible and that further advice should be sought from CBC Planning Department regarding the need for planning permission, the Parish Council representatives put forward the view that the barriers imposed were hardly conducive with Big Society expectations.

(d) Communications – County Councillor Chapman agreed that communications needed to be improved and indicated that in 2012 the service provision for Highways would be outsourced and was

currently out to tender. County Councillor Chapman emphasised that the proposals were largely 'customer focused' but would not state if it included any arrangement for Parish Council's to have a 'read only' access to the highways defects reporting computer system. The PC asked that Councillor Chapman take note of the Parish Council's suggestion and feed this in to the outsource request. It was agreed that a follow up meeting would be held before Christmas 2011. Hopefully County Councillor John Aldridge would be able to attend.

10.17 Works to Trees – the following notification of an application to carry out works to trees has been received:

11/05193/TPO Windmill House, Chelmsford Road, Great Waltham for Willow (T1 2005/060) - north of Windmill house and adjacent gas tanks – pollard.

A copy of the notification has been circulated to members.

11. Report from County Councillor.

County Councillor Aldridge referred to the offer made by ECC to have salt stocks for winter maintenance in the Parish and recommended to the Parish Council that they should apply to join the scheme.

He referred also to the eviction of travellers from Dale Farm, Crays Hill which had been scheduled for 19th September 2011 but due to a High Court injunction was now delayed until at least Friday 23rd September 2011.

Some information was exchanged regarding the results of the meeting which had taken place with County Councillor Tracey Chapman on 14th September 2011. County Councillor Aldridge undertook to obtain the minutes of the meeting and send them on to the Parish Council.

12. Report from Borough Councillor(s)

Borough Councillor Ashford reported that CBC had enforcement arrangements in place should they be required regarding movement of travellers which could shortly be underway. Borough Councillor Ashford added that CBC had addressed plans for sites for travellers in the Chelmsford Borough area.

13. Land at Penden Hill Corner

This matter had been carried forward from the 15th August 2011 meeting to allow members to view the area. Mr Bell had taken photographs of the area which were circulated at the meeting.

Suggestions were made that the area could benefit from being tidied up with some of the brambles cleared and possibly planting carried out to develop a small copse.

The area was Highways verge and it was agreed to seek permission from Essex Highways to tidy up the area at Penden Hill Corner, behind the ditch made to exclude travellers.

14 Posts around Great Waltham War Memorial

Mrs Patch reported that the damaged post had now been repaired and the situation was now satisfactory.

15. Cherry Tree, Howe Street Playing Field.

The clerk informed the meeting that a cherry tree at Howe Street Playing Field had died. It was agreed that the tree would be felled to ground level and cleared from the site.

16. To review the opening hours for the Parish Office from 1st November 2011 for the winter period. Proposed opening hours Wednesday PM/Thursday AM.

The change in opening hours was agreed.

17. To make arrangements for the Autumn Parish Clear Up on 15th October 2011.

The clerk reported that the equipment had been organised and other arrangements made for the clear up on 15th October 2011. It was noted that North End would be holding their annual clear up on 5th November 2011. Mr Bell undertook to organise Howe Street clear up in the absence of Mr Jackson.

18. To consider continuing subscription to CPRE – Annual subscription £29 unchanged from previous year

It was agreed to continue membership of CPRE.

19. To consider the siting and design of Great Waltham Village Sign

A draft design for a Great Waltham Village sign had been received and circulated to members. The design had been prepared by Mr Peter Messenger. It was stated that Sue Joyce had indicated Banbury Square as the first choice of site and the green at the junction of Chelmsford Road and Hatchfields as a second choice.

Discussion of the project followed. The Parish Council agreed the design in principle but would prefer that the dog did not feature at the top of the sign and instead a suggestion was made for lacework in accordance with the cottage industry which had once existed in Great Waltham.

The proposed siting in Banbury Square was not approved as it was felt that it would detract from the oak tree and War Memorial which were the features of the area. The second choice of site was not owned by the Parish Council although there was no objection to the proposal.

This information would be conveyed to Sue Joyce who was leading this project.

20. To consider quotation for hedge cutting at the Bury Lane allotment site.

Mr Micklem declared an interest.

Two quotations had been obtained. It was agreed to accept the lowest quotation from MD Landscapes (Anglia) Limited in the sum of £100 plus VAT.

21. Report from Broadband Conference – next steps?

Mr Braisby's report was referred to in response to Mrs Patch's enquiry regarding what were the next steps to be taken. It was felt that there was very little that could be done to improve Broadband reception at Littley Green at a reasonable cost at present. The Parish Council would continue to seek ways and means to overcome the problems as the technology is developed.

22. To consider the correspondence regarding the painting of lampposts in Great Waltham Village project.

A response from Essex County Council Highways informed that if the Parish Council wished to paint the columns mentioned then they would need to produce a risk assessment, method statement and have public liability backing and competent persons to carry out the works. It would also be advisable for the people carrying out the painting have some form of ladder/working at heights training. An alternative suggestion was made where ECC Highways could arrange for the painting to be done on the Parish Council's behalf and recharge the costs to the Parish Council or alternatively the Parish Council could use a County approved contractor to carry out the painting.

Enquiries made to Roxwell Parish Council where a similar scheme had been carried out revealed that painting six posts had cost approximately £140 plus VAT.

It was agreed to ask Essex County Council Highways for a quotation to paint the four columns in Great Waltham Parish.

23. Tree Planting Schemes 2011/12.

Members were asked to make suggestions for tree planting schemes for 2011/12. Two sites were suggested.

(a) Howe Street Playing Field – replacement of Cherry Tree by tree variety to be determined.

(b) Duffries Close small green opposite White Cottage/outside number 11 Duffries Close- tree variety to be determined

The clerk reported that he had been contacted by Gill Etheridge, sister of the late Graeme Etheridge, seeking permission for the family to plant a tree on Broads Green in the area of Graeme's home, Mead Cottage. The family proposed to inter/scatter his ashes beneath the tree and/or provide a bench beneath the tree. The tree or bench would also have a commemorative plaque.

The meeting agreed that this matter should be discussed separately on the next agenda.

It was also agreed to allow members a further month to suggest suitable planting sites.

24. To consider whether the Parish Council wishes to be involved in the Essex County Council 2011/12 Winter salt bag scheme.

Following discussion it was agreed that the Parish Council would wish to receive one tonne of salt for winter maintenance in fifty 20kg bags. These bags would be strategically placed around the Parish with volunteers to spread the salt as required, at sites to be determined. The clerk had volunteered the use of his garage to store some of the salt and the spreader (purchased during the year by the Parish Council) at his garage. A further supply would be stored in the container at Ford End.

The clerk would complete the paperwork required to arrange for the delivery of the salt.

25. Planning Application for the Extension of Ford End Playing Field Car Park and siting of a container by Barnston Youth FC.

The clerk explained that the application form had been almost completed for the extension of the car park and was delayed whilst information was awaited from Barnston Youth FC regarding the storage container which the club had agreed to provide at the site.

It was understood that Barnston Youth FC were storing equipment in the Parish Council container despite their undertaking to provide their own storage container for the 2011/12 season. Mr Bell understood that the provision of a container had proved to be too costly for Barnston Youth FC. Mr Leyde reported that he had consulted with residents of Ford End and at the school regarding the proposed extension of the car park and all had agreed it was a good idea. It was agreed to press ahead with the planning application which would include both for the extension of the car park and the siting of a container. If at a later time Barnston Youth FC wished to site a container then a contribution would be sought towards the costs of submitting the planning application. The clerk was asked to proceed with the planning application

26. To consider sending a letter of support to Great Waltham with Ford End Parochial Church Council to support an application for grant funding towards the costs of exterior work to the flint rubble walls of Great Waltham Church.

It was agreed to send a letter of support for the application to be made by Great Waltham with Ford End Parochial Church Council to Essex Environment Trust.

27. Report of meeting held with County Councillor Tracey Chapman, Cabinet Member for Highways and Transportation on 14th September 2011.

The Chairman expanded upon the clerks report see item 10.16 above. The Chairman felt that possibly some limited progress had been made.

It was agreed that a reminder would be given to ECC that the Parish Council were awaiting a copy of the Minutes of the meeting which, once received, would be checked to see that they accorded with the Parish Council's record of the meeting.

28. Confirmation of Cheques

To note the following payments

£ 500.00 Rent Parish Office – August

£ 23.00 Electricity Changing Rooms - August

Cheques were drawn and signed by two members as follows:

£ 456.00 Grounds Maintenance August 2011

£ 40.13 Gravel for use at Great Waltham Recreation Ground entrance adjacent path.

£ 182.50 Allotment Rent for half year.

£ 188.12 Caretaking and Materials at Changing Rooms and Children's Play Area.

£ 5.00 Fuel for allotment pump.

£ 11.52 Spares for strimmer.

£ 30.07 Electricity Supply, Parish Office quarter ended 1st September 2011.

£ 44.02 Business Rate, Parish Office October 2011 to 1st April 2012.

£ 225.00 Play in the Park, Easter and Summer Holiday.

£ 5.00 Pegs for goalnets.

£ 208.04 Handyman's, wages and mileage and out of pocket expenses.

£ 676.71 Clerk's Salary and Expenses

29. Matters for the next agenda.

(a) Parliamentary Boundary Changes (Mr Huggins)

(b) Communications by email (Cascading of information) – (Mr Huggins)