

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on April 5th 2018. The Meeting commenced at 7:30pm. In attendance: -

Dr N Cooper - Chairman

Mr K Bonsor
Mr M Richmond
Mr R Shepherd

Mr P Irvine
Mr J Robinson

Mr R Upward (Parish Clerk)

Members of the Public – 2

40/18 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Buckley, Coates-Jones and Scott.

41/18 DECLARATION OF INTERESTS

Councillor Cooper declared a personal interest in all planning applications.

42/18 MINUTES

It was proposed by Councillor Shepherd and seconded by Councillor Bonsor that the Minutes of the Meeting held on March 1, 2018 are accepted as correct record of the meeting. The proposal was carried.

43/18 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
186/13 Speed warning signs December 5, 2013 Councillors Shepherd	Review ECC policy on speed warning signs, establish costs and bring proposal to Council.	NP Survey complete and results being analysed
40/16 (7) Speeding on Ridge March 3, 2016 Councillor Cooper	Investigate re-instating Speedwatch	Councillors Cooper and Richmond to submit Highways Panel request for larger roundels. A bodycam request has been submitted to the Deputy PCC.
129/17 Risk Assessments July 13, 2017 Cllrs Cooper/Shepherd/Parish Clerk	Update risk assessments for council properties – Memorial Hall, Sports Pavilion, Play Equipment.	Risk assessments provided. Regular reviews to be established at 6 month intervals.
129/17 Emergency Plan July 13, 2017 Cllrs Shepherd/Bonsor/Irvine	Re-evaluate and update as appropriate the emergency plan.	A working party comprising Cllrs Bonsor/Cooper, Mr Ferguson and the Clerk was set up to report in 3 months.
137/17 (1) Museum exhibit August 3, 2017 Councillor Richmond	Liaise with local groups and Chelmsford Museum to provide an exhibit on Little Baddow	Councillor Richmond agreed to progress this with residents and Chelmsford Museum
173/17 Memorial Hall October 5, 2017 Councillor Cooper	Obtain risk assessment for the Hall and Pavilion by an expert on Legionella	Assessment carried out March 23. Report awaited.
178/17 Damaged bench October 5, 2017 Councillor Richmond	Trace owner of vehicle responsible for the damage to the bench at the entrance to York Street and obtain insurance details.	Court action initiated and Clerk has been contacted by the Insurance Company.
186/17 (3) HH Boundaries November 2, 2017 Councillor Cooper/Clerk	Investigate potential boundary infringement in Heather Hills	Council has met with residents and boundary agreed. CLOSED

43/18 MATTERS FROM PRIOR MEETINGS (cont)

Minute No/Date/Councillor	Subject	Status
201/17 Paper Mill Lock December 7, 2017 Councillors Cooper/Shepherd	Meet with tea room owner to discuss options to alleviate on-road parking which is proving hazardous.	It was noted that the larger car park is subject to flooding and therefore closed most of the winter. Cllr Richmond to check car park opening times in summer.
27/18 (2) Unofficial layby March 1, 2018 Councillor Coates-Jones	Unofficial layby being created near Mill House.	Earth bank installed and planting complete. CLOSED
27/18 (3) Street Cleansing March 1, 2018 Councillor Bonsor	Request to identify actions suitable for street cleansing in the village	No action proposed this year. CLOSED
38/18 (2) Blakes Wood March 1 Councillor Irvine	Complaint regarding the management of Blakes Wood	Damage due to vehicle usage on wet land --- to be repaired this summer. The new NT Manager will attend the Assembly.

44/18 PUBLIC QUESTION TIME

None.

45/18 DEVELOPMENT IN THE VILLAGE

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
18/00325/FUL	Mr & Mrs Geer	Burghfields Farm, Colam Lane, Little Baddow Proposed replacement dwelling and outbuildings	No objection
18/00294/FUL	Mr G Murphy	24 Jarvis Field, Little Baddow Garage extension and conversion including changing the flat roof to a pitched roof, loft conversion with two rear dormers and revised front porch.	Objection
18/00413/FUL	Mr & Mrs Mitchell	Orchard House, Spring Elms Lane, Little Baddow Two storey rear extension and detached cart lodge.	No objection

46/18 CORRESPONDENCE

Writer	Subject	Outcome
1. Resident	Request for traffic calming measures on North Hill	Clerk to reply
2. RCCE	Village of the Year Competition	Noted
3. CCC	Community-led Housing Event	Clerk to advise NP Group
4. Resident	Listening Bench Grant Request	Agenda Item
5. LB Ridge Runners	Grant Request	Additional information has been requested. Response awaited.

46/18 CORRESPONDENCE (cont)

Writer	Subject	Outcome
6. Cllr Spence	31A Bus Stops in Chelmsford	Cllr Irvine to obtain new timetable and Clerk to put on Notice Boards and provide copies for the Assembly.
7. Resident	"Little Baddow Remembers" – info on plans for the 2018 Remembrance Day	Cllr Shepherd volunteered to join this group.
8. CCC	Date for Planning Inspector to visit land adjacent to Sandpit Cottage	Noted. Clerk to establish if a Council representative is permitted to attend.
9. ECC	Termination of mobile library service at the Memorial Hall	Noted
10. Resident	Complaint about work near village sign at Mill House	Work complete and resident notified.

47/18 ACCOUNTS

PAYMENT OF ACCOUNTS April 5, 2018						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 24.03		£ 24.03
**DD	Talktalk	General	Clerk phone	£ 28.95		£ 28.95
**DD	Opus Energy	Memorial Hall	Electricity	£ 84.03	£ 4.20	£ 88.23
**DD	British Gas	Memorial Hall	Gas supply	£ 131.67	£ 26.33	£ 158.00
**1447	Buzz Supplies	Memorial Hall	Dishwasher	£ 1,492.95	£ 298.59	£ 1,791.54
**1448	Skippers GM	General	Grass/Maint	£ 284.00	£ 56.80	£ 340.80
**1449	Weave-a-Web	General	W'site host	£ 142.50	£ 28.50	£ 171.00
**1450	Groundwork UK	N'hood Plan	Grant refund	£ 727.48		£ 727.48
**1451	Bradford Memorials	General	QR code	£ 100.00		£ 100.00
1452	Mr R A Upward	General	Salary	£ 708.36		£ 708.36
"	"	General	Mouse	£ 13.34	£ 2.67	£ 16.01
"	"	General	Plaque	£ 70.00	£ 14.00	£ 84.00
"	"	General	Court fee	£ 70.00		£ 70.00
"	"	General	Petty Cash	£ 100.00		£ 100.00
"	"	General	Compost	£ 31.20	£ 6.24	£ 37.44
"	"	General	Plants	£ 119.58	£ 23.92	£ 143.50
1453	LGPS	General	Pension	£ 246.85		£ 246.85
1454	Mrs M Jarvis	Spring Close	Supervision	£ 35.00		£ 35.00
1455	RitchComm Ltd	Pavilion	Cleaning	£ 198.75		£ 198.75
1456	J & L Rymill	Memorial Hall	Caretaker	£ 964.75		£ 964.75
1457	Skippers GM	General	Grass/Maint	£ 314.00	£ 62.80	£ 376.80
1458	RCCE	N'hood Plan	Training	£ 60.00		£ 60.00
1459	AtoZ	Memorial Hall	Supplies	£ 508.18	£ 101.64	£ 609.82
1460	CCC	General	Printing	£ 9.00	£ 1.80	£ 10.80
1461	EALC	General	Membership	£ 400.12		£ 400.12
1462	HMR&C	General	Tax/NI	£ 1,319.86		£ 1,319.86
	TOTAL			£ 8,184.60	£ 627.49	£ 8,812.09
**	Paid outside of Council Meeting					

It was proposed by Councillor Shepherd and seconded by Councillor Irvine that the accounts are approved for payment. The proposal was carried.

48/18 PARISH ASSEMBLY

Final arrangements for the Assembly were agreed. The Clerk will contact Mr Sheriff regarding managing the car park.

49/18 MEMORIAL HALL

Councillor Cooper provided feedback from the recent Hall Management and User Group Meetings.

A working party comprising Councillors Bonsor, Cooper and Mr Jennings was agreed to progress the user requirements for the new sound system and agree a specification prior to getting quotes.

It was proposed by Councillor Shepherd and seconded by Councillor Robinson that the Caretaker's Contract is amended to eliminate holiday pay as recommended by the Clerk. The proposal was carried.

Councillor Cooper will establish available hall dates suitable for the under-stage tidy up.

50/18 FOOTPATHS

Councillor Irvine requested that the Clerk forwards the complaints about the Millennium Way.

Cyclists are causing considerable damage in Heather Hills in contravention of local Bye Laws. Councillor Irvine will contact the police to request regular site visits and contact the National Trust to establish how they manage the problem with cyclists.

Local enquiries are continuing to establish the ownership of the land adjacent to Common Lane. A meeting has been set up with residents and the PRoW Officer.

Councillor Irvine will progress replacement of missing signs on FP76 and repairing of broken stiles with PRoW.

The Clerk will investigate the fallen tree on FP25 and contact the land owners or arrange for the footpath to be cleared as appropriate.

51/18 LISTENING BENCH

It was proposed by Councillor Shepherd and seconded by Councillor Robinson that a grant of £500 and a loan of £350 is made to finance the Listening Bench. The loan will enable the group to proceed immediately with the purchase and will be repaid by the Group's fund raising efforts in the village. The proposal was carried.

Councillor Shepherd offered to act as treasurer for the group.

52/18 ACTION PLANS

All action plans were reviewed. Regarding improving the broadband in the village, BT will re-evaluate villages with fibre broadband at year end based on the demand for increasing capacity. Council will consider how best to encourage residents to contact BT.

53/18 LIVING LANDSCAPES

It was proposed by Councillor Shepherd and seconded by Councillor Bonsor that £50 is granted to Living Landscapes for planting wild flowers at the agreed locations in the village. The proposal was carried.

54/18 FINANCE

The Clerk advised that this will be reported at the next meeting as Councillor Coates-Jones is away.

55/18 LITTER PICK

This will take place on April 21. Notices are displayed on the Notice Boards and the Clerk will arrange the litter pick equipment from CCC.

56/18 INFORMATION ITEMS

Councillor Shepherd advised that the flood warning signs did not operate automatically during recent floods and Highways have been requested to resolve this problem.

Councillor Robinson advised that during the broadband survey, several residents had expressed a preference for improved mobile phone reception in the village.

57/18 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday May 3, 2018** commencing at 7:30pm.

The meeting closed at 9:37pm.

**Chairman
May 3, 2018**