

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on August 5th, 2021. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine – Chairman
Cllr M Coates-Jones
Cllr K Sheldrake

Cllr S Scott
Cllr B Teal

Mr I Wardle – Clerk

Members of the Public – 2

118/21 Apologies for Absence

Apologies had been received from Cllr D Ginn, Cllr K Bonsor and Cllr Mr A Roche

119/21 Declarations of Interest

None declared

120/21 To Approve the Minutes of the 8th and 15th July 2021 Meetings

Council approved the minutes from the meetings held on the 8th and 15th July and they were signed by the Chairman

121/21 Matters from Prior Meetings

Minute No/Date/Councillor	Subject	Status
27/18 (5) Footpath at Fir Tree Lane March 1, 2018 Councillor Irvine	Permissive path between Fir Tree Lane and Common Lane now fenced off.	Sept – Council received 26 evidence forms and an application has been made to Essex Legal Services for PRow status Feb 2020 – ELS acknowledged application; 12 months to review June 2021 – ELS commenced review and requested further info (supplied) July/Aug – No further update received, hold over October 2021
197/19 – Parish Archive Cllrs Teal & Irvine	Council to take ownership of History Centre archive	Nov – clerk to add archive to council insurance policy on receipt of inventory and valuations Dec/Jan/Feb/Mar – Awaiting advice from History Centre Sept/Jan/Feb/Apr/May – History Centre closed due to Covid. June/July/Aug – Now re-opened and Cllrs Teal & Roche to set up a Committee meeting. Hold Over Oct 2021
89/20 – Memorial Hall Cllrs Bonsor, Teal & Sheldrake	Hall Improvements Project	May – Main and Fire doors fitted. Kitchen door and roof repairs to be completed in May June – Door fitted. Roof repairs tbc July – Quotes received for roof repairs and Cllr Sheldrake to summarise for Council approval Aug – Repairs to be completed w/c 9th August

22/21 - Pedestrian Safety All Cllrs	Resident proposal for footpaths on The Ridge	Feb – Cllrs to review and advise Mar – Chairman requested Safety Risk assessment by Essex Highways. County Cllr Spence to review and pass to Local Highways Panel. Apr – County Cllr Spence is chasing LHP for Risk Assessment. May/June/July/Aug - Awaiting response.
21/21 - Protected Lanes Cllr Coates-Jones	Resident proposal for requesting a review of Protected Lanes in the village	Feb – Cllr Coates-Jones to speak to Essex Highways about process Mar – Chairman and Cllr Coates-Jones to discuss with Chelmsford City Council Apr – Cllr Irvine to speak with City Cllr Wright May/June/July/Aug – Cllr Spence to follow up. Planning and not a Highways issue.
25/21 - Lighting & power to The Memorial & Village Sign Cllrs Bonsor, Roche & Sheldrake	Proposal to install lighting in the Memorial and on the village sign	Feb – Cllrs to obtain quotes Mar – Hold over to April meeting Apr – Lack of funds at present H/O Sept.
52/21 – Land Acquisition Cllr Irvine & Clerk	Opportunity to purchase a piece of land in the village for local amenity area	Mar – Clerk to obtain an independent valuation of the land to support loan application and public consultation Apr – Clerk awaiting valuers costs and timing for visits May – on agenda. Est. Working Group and communicate directly with FGHT June – Discussions remain in progress July – On agenda – held over for Extraordinary meeting 15 th July Aug – Council withdrew from possible purchase. FGHT to develop the land and liaising with CCC Planning Dept with possible gift of rear 2 acres to LBPC.
63/21 – Pavilion Refurbishment Cllrs Sheldrake & Ginn	Need to refurbish toilets/showers, replace boilers, redecorate and replace soft furnishings in the pavilion	Apr – Council requested a fully costed list of works to be presented at the next meeting May – Refurbishment on agenda. Council approved Handyman 3 days + Materials. Full Refurb plan to be prepared June – Handyman refurb completed. July/Aug – Cllr Sheldrake to prepare list of recommendations and costs for Council to review
104/21 – Paper Mill Lock Bridge Cllr Irvine	Obtain feedback from County Councillor Spence on proposals for replacing or repairing the bridge.	Aug – Cllr Spence to meet Essex Highways 26th July. On Agenda
108/21 – Neighbourhood Plan Cllr Sheldrake & Clerk	Review Plan and apply for grant to cover costs of External consultants to complete edit	Aug – Clerk confirmed application for grant completed and feedback expected w/c 9th Aug. Design Code to be reviewed at Sept Council Meeting.
128/21 – Land Sale – Fir Tree Lane Cllr Irvine	Liaise with vendors of land for options on selling all or parcels of the land	Aug – Awaiting feedback from vendor on Board Meeting resolutions on possible sale
129/21 – Wickhay Play Area Cllr Teal & Clerk	Resident complaints about stray footballs in adjoining land	Aug – Review lease for responsibility. Clerk to contact CCC Environmental Protection for advice.

122/21 Public Question Time

No questions from the public in attendance

123/21 Development in the Village

Council reviewed the following planning applications:

Application Number (Comments by)	Location and nature of the Proposed Development to which the application relates	Result
21/05186/TPO (August)	Generals Arms, The Ridge Reduce Canopy of Large Horse Chestnut	No Objection
21/01421/FUL (August)	Woodhay, Fir Tree Lane First Floor Extension over Garage	No Objection
21/01443/FUL (August)	Heather Cottage, North Hill New Road Access/Dropped Kerb	No Objection

124/21 Payment of Accounts

Council approved the payment of accounts as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 18.25	£ -	£ 18.25
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 26.00	£ 5.20	£ 31.20
**DD	British Gas	Memorial Hall	Electricity	£ 36.40	£ 1.82	£ 38.22
**DD	British Gas	Memorial Hall	Gas - July	£ 50.28	£ 2.51	£ 52.79
**DD	EE Mobile	General	Clerk Mobile - March	£ 7.83	£ 1.57	£ 9.40
101951	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
101952	I Wardle	General	Salary	£ 948.59	£ -	£ 948.59
101953	E Cole	Memorial Hall	Cleaning	£ 100.00	£ -	£ 100.00
101954	Ritchcomm	Sports Pavilion	Cleaning	£ 109.79	£ -	£ 109.79
101955	Skippers Ground Mainten	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
101956	Montrose T C Ltd	General	Hall Banners	£ 60.00	£ 12.00	£ 72.00
101957	Kirby's Plumbing	Sports Pavilion	Plumbing Repairs	£ 180.00	£ 36.00	£ 216.00
	TOTAL			£ 1,806.14	£ 105.90	£ 1,912.04
	ACCOUNTS STATUS	31/07/2021	+/- vs prior	RESERVES		
	Current Account (B)	£ 74,727.91	£ 3,636.81	Hall		£ 16,000.00
	Reserve No 1 (B)	£ 50,367.87	£ -	Pavilion		£ 10,000.00
				WGPA		£ 9,000.00
	Holybred Wood (B2)	£ 7,749.74	£ -	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,453.52	£ -	Neighbourhood Plan		£ 400.00
				Handyman		£ 2,295.00
	Total Barclays a/cs	£ 135,299.04		Defib 2		£ 1,370.00
				Flowers		£ -
				CIL Fund		£ 14.87
				History Centre		£ 500.00
				Total		£ 64,491.91
	Scottish Widows	£ -	£ -	Unpresented Cheques		£ 12,717.75
				Funds Available		£ 47,886.12
	Total all a/cs	£ 135,299.04				
**	Outside Council Meeting					
				TOTAL		£ 122,581.29

125/21 Little Baddow Cricket Club Grant

Council resolved to approve a grant of £1,000 for Little Baddow Cricket Club in recognition for their work in maintaining the sports field.

126/21 Co-option of Councillor

A resident of Little Baddow, Mrs Stephanie Scott, put herself forward for co-option to the Council to fill the vacancy. Mrs Scott gave a brief introduction of her work in the village and as a Chelmsford City Councillor identifying some key areas where her experience could benefit the work of the Council.

Mrs Scott was co-opted onto the Council, signed the Declaration of Office and immediately joined the Council.

127/21 'World Clean Up Day' – Village Litter Pick

Council discussed the communication from 'Love Your Chelmsford' team at Chelmsford City Council about supporting 'World Clean Up Day'. Council resolved to arrange a village litter pick for Saturday 18th September 2021, volunteers to meet at the Memorial Hall carpark at 10am. The event will be advertised on the website and notice boards and promoted at the Little Baddow Festival.

128/21 Land for Sale at Fir Tree Lane

Council had received copies of a letter sent to residents in Woodside by the owner of land adjoining their properties. The owner of the 25 acres of woodland sited across the end of Fir Tree Lane was advising they were considering selling the land and looking for expressions of interest to purchase from residents.

The Chairman had spoken with the landowners requesting detail about options of selling in small lots or as one piece. He was advised that the possible sale was to be discussed at their next Board meeting and they would update the Chairman of their discussions and if it was to sell the land, their preference and price for the land.

129/21 Wickhay Play Area – Complaints Received

Council had received complaints from two residents about footballs straying from the Play Area into the adjoining open space and hitting parked vehicles. Councillors had visited the Play Area to assess the issue and confirmed that balls could stray into the adjoining area hitting cars.

Council discussed responsibility for the two areas and asked Cllr Teal to review the lease for Wickhay Play Area. Noting that the Play Area is owned by Chelmsford City Council and the adjoining area was thought to be owned by Chelmer Housing Partnership, Council requested the Clerk to contact the Protection Officer at Environmental Health, Chelmsford City Council for advice.

130/21 Paper Mill Lock – Parking and Bridge Update

The Chairman updated Council on reports received from County Councillor John Spence;

- **Parking** – the yellow lines had been re-painted and South Essex Parking Partnership were increasing Warden attendance to enforce the parking restrictions
- **New Bridge Proposals** – Cllr Spence had met with engineers from Essex Highways on 26th July to gain explanations as to why the existing bridge could not be repaired. Evidently there are many reasons for repairs to not be feasible, specifically it will be less cost to build a new bridge. Cllr Spence had stressed the residents concerns about increased traffic volumes and was advised this is a matter for Council Officers and not the engineers. A further meeting is to be held by early September to get further information ahead of circulating any pre-planning consultation papers.

131/21 Handyman Schedule

No items raised for the Handyman

132/21 Future Meeting Agenda Items

The following topics were raised for inclusion at the next meeting:

- Installation of Landline/Broadband at the Sports Pavilion
- Include links from Little Baddow Cricket Club & Ridge Runners websites to the Little Baddow website
- Update on Paper Mill Lock Bridge Proposals
- Application to Chelmsford City Council for Disability Grant funding for upgrading disabled toilets at Sports Pavilion

133/21 Date of Next Meetings

The next Ordinary Parish Council Meeting will take place on **Thursday 2nd September 2021** commencing at 7:30pm

The meeting closed at 9:15pm.

Chairman
September 2nd, 2021