

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on November 4th, 2021. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine – Chairman

Cllr M Coates-Jones

Cllr A Roche

Cllr S Scott

Cllr B Teal

Cllr Stephanie Scott

Mr I Wardle – Clerk

Members of the Public – 2

176/21 Apologies for Absence

Apologies had been received from Cllr K Sheldrake and Cllr D Ginn

177/21 Declarations of Interest

None declared

178/21 To Approve the Minutes of the 7th October 2021 Meeting

Council approved the minutes from the meeting held on the 7th October and they were signed by the Chairman

179/21 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/Sept – No further update Oct/Nov – ELS still reviewing recent correspondence with Copyhold Allotment Trust. No response from landowners to ELS questions.
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/Sept/Oct/Nov - Awaiting response from Cllr Spence
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 Sept – Recommendations to be presented at October Council Meeting Oct – Quote received for full Refurb. Further quotes to be obtained. Funding to be confirmed – details of grant and Festival donation to be finalised. Balance to be funded by Council. Nov – Cllr Sheldrake absent – hold over for December Meeting
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 Sept – Cllr Spence awaiting responses to questions raised at meeting held with Highways on 1/9/21 Oct – Council met with Essex Highways and they agreed to re-think options and costs of repairing existing bridge. Next meeting planned for Feb 2022. Chairman to discuss with ECC Cabinet Members. Nov – Chairman sent letter to Head of Design, Essex County Council to request cease work on new bridge proposal until the costs and feasibility of repairing the existing bridge had been completed. Council to produce a leaflet for delivery to residents in the village. Cllr Roche co-ordinating and comments on draft to him.
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. Sept – Grant approved and received. Councillors to meet w/c 13/9/21 to discuss and list points raised on Design Code and submit to Working Group Oct – Cllrs reviewing Plan and Code. Looking to Working Group for more evidence to support proposals. Nov – Cllr Sheldrake to attend meeting with Working Group and Consultant on 9th Nov to review initial comments. Cllrs to review supporting evidence from initial NP consultation with residents.
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. Sept – Clerk advised met with Chelmer Housing Partnership who own the land and will obtain quotes for chain link fence and signage. Oct – Awaiting quote from CHP – will be added to agenda for Nov meeting. Nov – On agenda
150/21 – Village Broadband Clerk	'Fibre to Premises' Community Project. Resident Proposal	Sept – Clerk to complete research on options with Open Reach and

		independent provider County Broadband OCT – BT Openreach confirm Fibre to premises is planned but no dates given. County Broadband failing to respond to requests for information. Clerk to research other providers. Nov – no response from County Broadband and resident to contact and advise answers to questions raised.
170/21 – Crocus Planting Cllr Teal	Danbury Rotary Club offered to plant Crocus in village	Oct – Cllr Teal to liaise with Rotary Club on planting at Aldermanburgh Green and the Memorial Hall Nov – Cllr Teal met with Rotary Club and agreed planting for 17th Nov.
171/21 – Annual Newsletter All Councillors	Draft Articles for Newsletter printing April 2022	Oct – All councillors to prepare draft articles for the next Newsletter. Nov – Cllrs to prepare articles for 2nd Dec meeting. Clerk to draft article on Special Constables.

180/21 Public Question Time

The Chair of the Neighbourhood Plan Working Group attended the meeting and addressed Council seeking guidance on Council feedback to the draft Plan and Design Code and advised that a meeting is to be held on the 9th November with the Planning Consultants to review their initial comments and confirm next steps. The Chairman thanked the Working Group for their work and confirmed that two Councillors will join the Working Group at the meeting to participate in the discussions.

181/21 Development in the Village

Council reviewed the following planning applications:

Application Number	Location and nature of the Proposed Development to which the application relates	Result
21/05247/TPO	Anchorage, The Ridge	No Objection
	W1 - Oak Reduce by 4m	
21/05230/TPO	The Gables, North Hill	No Objection
	Crown Reduction - Oak (T1)	
21/01899/FUL	Blakeswood, Graces Lane	No Objection
	Two x First Floor Side Extensions	
21/05261/TPO	Touchwood, Chestnut Walk	No Objection
	T1 & T3 Oaks - Reduce by 5m	
21/02031/FUL	Brooks, North Hill	No Objection
	Front Porch Extension	
21/02025/FUL	St Mary's Church, Church Road	No Objection
	Replacement Car Park & Access Road	
21/05250/TPO	Bywood House, The Ridge	No Objection
	Oaks T1 - T6 Raise Crowns & T7 Fell	

182/21 Payment of Accounts

Council approved the payment of accounts as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 19.90	£ -	£ 19.90
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 26.00	£ 5.20	£ 31.20
**DD	British Gas	Memorial Hall	Electricity	£ 65.14	£ 3.25	£ 68.39
**DD	EE Mobile	General	Clerk Mobile - March	£ 7.83	£ 1.57	£ 9.40
**DD	British Gas	Memorial Hall	Gas	£ 86.28	£ 4.31	£ 90.59
**DD	Chelmsford City Council	Memorial Hall	Waste Collection	£ 548.08	£ -	£ 548.08
**DD	Chelmsford City Council	Sports Ground	Waste Collection	£ 548.08	£ -	£ 548.08
**DD	Chelmsford City Council	LB Festival	Waste Collection	£ 73.50	£ -	£ 73.50
101980	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
101981	I Wardle	General	Salary	£ 923.99	£ -	£ 923.99
101981	Post Office	General	Stamps	£ 18.12	£ -	£ 18.12
101981	Amazon	General	Diary 2022	£ 14.99	£ -	£ 14.99
101981	Amazon	Memorial Hall	Paper Towels	£ 46.07	£ -	£ 46.07
101981	Land Registry	General	Deeds Search	£ 41.94	£ -	£ 41.94
101982	V Harmer	Memorial Hall	Management	£ 77.00	£ -	£ 77.00
101983	E Cole	Memorial Hall	Cleaning	£ 137.50	£ -	£ 137.50
101984	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
101985	Skippers Ground Mainte	General	Hedge Pruning	£ 125.00	£ 25.00	£ 150.00
101985	Skippers Ground Mainte	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
101986	L Mansell	Memorial Hall	Deposit Refund	£ 50.00	£ -	£ 50.00
101987	MDW Technology	Memorial Hall	Manager Laptop	£ 625.00	£ 125.00	£ 750.00
101988	Mr N Holmes	General	Table casters	£ 74.74	£ -	£ 74.74
101988	Mr N Holmes	General	Play Area Signs	£ 60.00	£ -	£ 60.00
101989	SLCC	General	Membership Fee	£ 166.00	£ -	£ 166.00
101990	Claremont Garden Cent	General	Winter Planting	£ 250.00	£ -	£ 250.00
101991	Rialtas	General	Annual Support Licenc	£ 124.00	£ 24.80	£ 148.80
	TOTAL			£ 4,597.74	£ 235.93	£ 4,833.67
	ACCOUNTS STATUS	31/10/2021	+/- vs prior	RESERVES		
	Current Account (B)	£ 87,988.97	-£ 5,876.89	Hall		£ 16,000.00
	Reserve No 1 (B)	£ 50,369.13	£ -	Pavilion		£ 10,000.00
				WGPA		£ 9,000.00
	Holybred Wood (B2)	£ 7,749.93	£ -	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,453.58	£ -	Neighbourhood Plan		£ 8,400.00
				Handyman		£ 2,295.00
	Total Barclays a/cs	£ 148,561.61		Defib 2		£ 1,370.00
				Flowers		£ -
				CIL Fund		£ 14.87
				History Centre		£ 500.00
				Total		£ 75,413.54
	Scottish Widows	£ -	£ -	Unpresented Cheques		£ -
				Funds Available		£ 62,944.56
	Total all a/cs	£ 148,561.61				
**	Outside Council Meeting					
				TOTAL		£ 148,561.61

183/21 Essex & Herts Air Ambulance - Donation

Council resolved to give the Essex & Herts Air Ambulance service a donation of £100

184/21 Chelmsford City Council Governance Review – Agree Response

Chelmsford City Council (CCC) had advised all Parish Councils of their proposals for Parish Councils from the recently completed Governance Review and asked for a response. The only issue affecting Little Baddow was the proposal to reduce the number of councillors from nine to eight in line with NALC recommendations. Council resolved to write to CCC and request that the proposal to reduce the number of Councillors be dropped and that Little Baddow Parish Council remain with nine Councillors.

185/21 Wickhay Play Area – Review Fencing Quotation from CHP

Council discussed the proposal from Chelmsford Housing Partnership to erect a fence between the Play Area and the CHP car park area at a cost of £4,367. Council was supportive of the fence however there is no budget available to fund a contribution towards the cost in the current financial year. Clerk to respond to CHP advising the position and hope that CHP can still proceed with the works.

186/21 Approve Winter Planting Expenditure

Council approved the expense of £250, as budgeted, for winter planting around the village.

187/21 Councillor Addresses – Review Publication on Chelmsford City Council Website

Council was advised by the Clerk that following the sad death of Sir David Amess MP the SLCC had written to Clerks advising that it may be in the interests of Councillors if their home addresses were redacted from the website. Councillors unanimously requested that their private addresses be redacted from the official website; the Clerk will write to Electoral Services at Chelmsford City Council to make the request.

188/21 Third Defibrillator – Approve Acquisition and Fund Cost Shortfall

Council was very pleased to hear of the donation towards the third defibrillator from the Rovers Cycling Club raised from their Sportive event held last month. The donation will be at least £850 leaving a potential shortfall of £350; Council resolved to fund the shortfall up to £350 to complete the acquisition.

189/21 Handyman Schedule

The following items were approved for the Handyman:

- Paint the Planter Tubs
- Replace Battery in History Centre Smoke Detector
- Supply and fit Christmas Lights & Decorations at Memorial Hall

190/21 Future Meeting Agenda Items

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

- Community Special Constables
- Dates for Council Meetings in 2022
- Website Review
- Memorial Hall Lighting and Sundry Improvements
- Speed Signs in the Village

191/21 Date of Next Meeting

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

The meeting closed at 9:30pm.

**Chairman
December 2nd, 2021**