

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on December 2nd, 2021. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine – Chairman
Cllr M Coates-Jones
Cllr S Scott
Cllr Stephanie Scott

Cllr K Sheldrake
Cllr D Ginn

Mr I Wardle – Clerk

Members of the Public – 5

192/21 Apologies for Absence

Apologies had been received from Cllr B Teal and Cllr A Roche

193/21 Declarations of Interest

None declared

194/21 To Approve the Minutes of the 4th November 2021 Meeting

Council approved the minutes from the meeting held on the 4th November and they were signed by the Chairman

195/21 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 Oct/Nov 2021 – ELS still reviewing recent correspondence with Copyhold Allotment Trust. No response from landowners to ELS questions. Dec – ELS confirmed that application has been allowed. An Order to be made after time allowed for any appeal
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/Dec - 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 Dec – Full summary of works and quotes to be presented at January meeting. Cricket club received £10k grant from ECB.
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. Dec – Leaflet produced and delivered to all homes in village. On-line petition has received 501 responses in support of repairing existing bridge. Chairman said Essex Highways had advised they were currently only looking into repairing the existing bridge.
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. Dec – Meeting with Consultants took place and comments being incorporated in Plan – continues as Work in Progress

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 – Council asked the Clerk to advise CHP that LBPC had no budget in 2021/22 to contribute to the costs and request Disclaimer Signs to be erected in Car Park area Dec – awaiting response from CHP
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/Dec – 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. Dec – Planting Completed. Closed
171/21 – Annual Newsletter All Councillors	Draft Articles for Newsletter printing April 2022	Oct/Nov – Cllrs to prepare articles for 2nd Dec meeting. Clerk to draft article on Special Constables. Dec – Work in Progress – deadline for submission is Mid-January

196/21 Public Question Time

There were five members of the public in attendance.

- One resident spoke of their concerns about fencing being erected in ‘Gravy Lane,’ an access path from North Hill. Council advised that they would look into the ownership of the track of land to determine if the Council could take any action. The resident also requested follow up on reports of blocked drains in Holybread Lane. Council will contact Essex Highways for an update on when the drains will be cleared.
- Three residents addressed Council about Planning Application 21/02038/FUL (Car Park on land west of Coleham End South). One spoke of their objections to the proposal and two spoke in favour of the proposal.

197/21 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
21/05280/TPO	Ridge House, The Ridge	No Objection
	G1 - Fell Giant Redwood	
21/02151/FUL	Kynance, 2 High Pastures	No Objection
	Front Porch Infill	
21/02038/FUL	Land West of Coleham End South, North Hill	No Objection
	Construct Parking Area	
21/05289/TPO	Taransay, Fir Tree Lane	No Objection
	T1 - Oak Reduce Crown	
21/02142/FUL	Land East of Gibbs Cottage, Spring Elms Lane	No Objection
	Construct Tack Room & Hard Base	
21/01980/FUL	Stables North of Great Graces, Graces Lane	Object
	Conversion of Stable to Dwelling	
21/05292/TPO	Generals Arms, The Ridge	No Objection
	T1 - Oak & T2 Cut Back	
21/05302/TPO	Heathwood, Fir Tree Lane	No Objection
	Oak T1 - Crown Reduction	

198/21 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	£ 75.16	£ 3.75	£ 78.91
**DD	EE Mobile	General	Clerk Mobile	£ 7.83	£ 1.57	£ 9.40
**DD	British Gas	Memorial Hall	Gas	£ 154.52	£ 7.72	£ 162.24
**DD	ICO	General	Annual Fee	£ 35.00	£ -	£ 35.00
**DD	Wave - Anglian Water	Memorial Hall	Water	£ 29.23	£ -	£ 29.23
✓ 101992	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
✓ 101993	I Wardle	General	Salary	£ 923.99	£ -	£ 923.99
✓ 101993	WV - Supplies4Business	WHPA	Play Area Signs	£ 24.00	£ 4.80	£ 28.80
✓ 101994	Supplies4Business	General	Bridge Leaflets	£ 57.00	£ -	£ 57.00
✓ 101995	V Harmer	Memorial Hall	Hall Management	£ 448.00	£ -	£ 448.00
✓ 101996	E Cole	Memorial Hall	Cleaning	£ 150.00	£ -	£ 150.00
101997	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
101998	Skippers Ground Mainte	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
101999	CPRE	General	Membership Fee	£ 36.00	£ -	£ 36.00
102000	Essex&Herts Air Ambula	General	Donation	£ 100.00	£ -	£ 100.00
102001	Troy Planning	General	Neighbourhood Plan	£ 1,500.00	£ 300.00	£ 1,800.00
102002	Mr N Holmes	General	Handyman -	£ 445.39	£ -	£ 445.39
	TOTAL			£ 4,520.60	£ 369.84	£ 4,890.44
	ACCOUNTS STATUS	30/11/2021	+/- vs prior	RESERVES		
	Current Account (B)	£ 85,751.03	£ 2,237.94	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		£ 6,900.00
				Handyman		£ 2,295.00
	Total Barclays a/cs	£ 146,323.67		Defib 2		£ 1,370.00
				Flowers		£ -
				CIL Fund		£ 14.87
				History Centre		£ 500.00
				Total		£ 73,970.31
	Scottish Widows	£ -	£ -	Unpresented Cheques		£ 296.60
				Funds Available		£ 61,853.25
	Total all a/cs	£ 146,323.67				
**	Outside Council Meeting					
				TOTAL		£ 146,027.07

199/21 Council Meeting Dates 2022

Council agreed the following dates for meetings in 2022: January 6th, February 3rd, March 3rd, April 7th, May 5th (Annual), May 11th (Parish Assembly), June 9th, July 7th, August 4th, September 8th, October 5th, November 3rd, December 8th. Council meetings are the first Thursday of the month except for June, September, and December.

200/21 Community Special Constables

Many residents have raised concerns over anti-social behaviour in the village and the need to do something. The Parish Council has been researching options that would see an increase in the visible policing in the village. Essex Police are promoting the appointment of Community Special Constables (CSC) that are part funded by Parish Councils, prioritising their deployment in the sponsoring village. Council agreed to the funding of a CSC for Little Baddow and will be advertising for volunteers.

201/21 Road Speed Signs in the Village

Council has been looking into the provision of additional speed signs and specifically Vehicle Activated Signs to combat speeding along The Ridge and North Hill. Council resolved to request a survey from Essex Highways with recommendations on what signage and road installations offer the best solution.

202/21 Memorial Hall Lighting & Sundry Improvements

Councillor Scott requested a further month to prepare proposals for Council review; matter deferred to January 2022 meeting.

203/21 Website Review

Councillor Roche was absent and so the matter was deferred to January 2022 meeting.

204/21 Land Sale – Fir Tree Lane

Council received an update from the Chairman on the progress of discussions on the acquisition of the 25 acres of woodland at the end of Fir Tree Lane. A resident is co-ordinating local interest with 140 residents expressing support and pledging funds to support the purchase. Council is looking to secure additional funding and possible grants.

205/21 Land Known as ‘The Mushroom Farm’, Holybread Lane

Council received an update from the Chairman on the landowners of the ‘Mushroom Farm’ proposals to split the site into two sections. The northern section is to be gifted to Little Baddow Parish Council as an extension to Holybred Wood for the benefit of the local community. The Southern section fronting Holybread Lane will be the subject of a planning application for a single dwelling.

Council is supportive of the proposals and the Chairman will discuss the matter with Chelmsford City Planning Dept. and our ward City Councillors for their views.

206/21 Handyman Schedule

There were no tasks added to the list for the Handyman to complete

207/21 Future Meeting Agenda Items

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

- Website Review
- Memorial Hall Lighting and Sundry Improvements
- Speed Signs – Speedwatch Group Restart & Grants from LHP
- Annual Newsletter

208/21 Date of Next Meeting

The next Ordinary Parish Council Meeting will take place on **Thursday 6th January 2022** commencing at 7:30pm

The meeting closed at 8.55pm.

**Chairman
January 6th, 2022**