

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on August 4th, 2022. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine - Chair

Cllr S Scott

Cllr B Teal

Cllr Stephanie Scott

Cllr D Ginn

Mr I Wardle – Clerk

Members of the Public – 1

118/22 Apologies for Absence

Apologies received from Cllr K Sheldrake and Cllr A Roche

119/22 Declarations of Interest

Cllr Steph Scott declared an interest in the planning application for Mushroom Cottage

120/22 To Approve the Minutes of the 7th July 2022 Meeting

Council approved the minutes from the meeting held on the 7th July 2022 and they were signed by the Chairman.

121/22 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.	Dec/Jan/Feb/ March/Apr 2022 – ELS confirmed that application has been allowed. An Order to be made. May/June/July/Aug – Order has been made by ELS and there is a waiting period of 8 weeks for any objections.
22/21 - Pedestrian Safety All Cllrs	Resident proposal for footpaths on The Ridge	Feb – Report sent to Cllr Spence. Requested Council complete a form for the LHP. Cllr Coates-Jones to complete. March – Form completed and sent to Cllr Spence with copy of resident report, to be submitted to LHP April/May/June/July/Aug– await update 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	April/May/June – New heating system to be installed 6 th June. Lighting and Fire Detectors to be upgraded July/Aug – Phase 1 of works completed. Phase 2 to cover soft furnishings & Furniture to be costed
104/21 – Paper Mill Lock Bridge Cllr Irvine	Obtain feedback from County Councillor Spence on proposals for replacing or repairing the bridge.	Feb – Essex Highways have halted work on new bridge proposal and further assessing existing bridge. Petition now at 1,000+ Cllr Irvine attending ECC meeting 10 th Feb March/April/May – Petition presented to ECC and tests of existing bridge being completed. Report and meeting with Essex Highways expected late May 2022

		June/July/Aug – Update meeting being arranged by Cllr Spence with Essex Highways. Report on repairing existing bridge now expected end Aug 2022
204/21 – Land Sale Fir Tree Lane Chairman	Potential Purchase of 25 Acres of Woodland at end of Fir Tree Lane	Jan – Solicitor appointment on agenda. A Working Group of residents has been established with Cllr Ginn as Chair. Feb – Landowners in discussion on sale of land. Working Group meet end Feb March/April/May/June/July – Await update from Working Group – Landowners not decided on sale Aug – Clerk to prepare a letter for the Chairman to send proposing grant for access rights if land not to be sold.
10/22 – Memorial Hall Improvements Cllr Steve Scott	Installation of CCTV; fitting of LED Bulbs; Survey & report on Heating and Insulation	April/May/June – Lighting completed. To obtain report from Heating & Ventilation Engineers on preferred update solution. Cllr Teal - quotes for replacement oven. July – Oven repaired and declared fit. Energy Audit quote received and Clerk to obtain other quotes for review at August meeting. Aug – On agenda

122/22 Public Question Time

One member of the public attended the meeting. They raised the issue of traffic calming measures on The Ridge and North Hill; the Chairman explained that Council had an outstanding request with County Cllr Spence seeking a full risk assessment on speeding and safety from Essex Highways to determine possible actions.

The Clerk read a letter from a member of the public unable to attend the meeting with regard to the missing village sign at Church Road and misuse of the verge as a lay by. Council agreed to chase Essex Highways for the replacement sign.

123/22 Development in the Village

Council reviewed the following planning applications:

Application Number	Location and nature of the Proposed Development			Result
	to which the application relates			
20/00946/S73/1	Blakes Mead, Parsonage Lane			Not disucssed as already approved by CCC
	Variation to Condition 1 of Approval			
22/01219/FUL	Herons, Spring Elms Lane			No Objection
	Combine Single & 2 Storey Front Extensions			
22/01221/FUL	Mushroom Cottage, Parsonage Lane			No Objection
	Raise Garage Roof to Create 1st Floor Room			
22/01015/FUL	Sandpipers, The Ridge			No Objection
	Formation of New Accesses			
22/01282/FUL	Great Graces, Graces Lane			No Objection
	Retore Stable Block & Convert to Accomodation			
22/01283/LBC	Great Graces, Graces Lane			No Objection
	Retore Stable Block & Convert to Accomodation			
22/01059/FUL	Land Adjacent Chestnut Cottage, Holybread Lane			Object
	Erect Agriultural Barn & Greenhouse			

In addition Council discussed correspondence received from residents about possible breaches of planning control at the following sites:

- Old Court, Colam Lane
- Land in Colam Lane

Council resolved to send a notification of planning breach on both sites to Chelmsford City Council Planning Dept.

124/22 Payment of Accounts

Council approved the payment of accounts as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 20.80	£ -	£ 20.80
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 28.50	£ 5.70	£ 34.20
**DD	British Gas	Memorial Hall	Electricity	£ 80.08	£ 4.00	£ 84.08
**DD	British Gas	Memorial Hall	Gas	£ 47.28	£ 2.36	£ 49.64
**DD	EE Mobile	General	Clerk Mobile	£ 8.55	£ 1.71	£ 10.26
			Sub Total	£ 185.21	£ 13.77	£ 198.98
✓ 102093	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
✓ 102094	I Wardle	General	Salary	£ 963.70	£ -	£ 963.70
✓ 102094	I Wardle - Amazon	Memorial Hall	Hall Supplies	£ 125.30	£ -	£ 125.30
✓ 102095	E Cole	Memorial Hall	Cleaning	£ 250.00	£ -	£ 250.00
102096	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
102097	Neil Holmes	Memorial Hall	Manager Duties	£ 612.50	£ -	£ 612.50
102097	Neil Holmes	General	Handyman Tasks	£ 37.50	£ -	£ 37.50
102098	Skippers Ground Maintenance	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
102098	Skippers Ground Maintenance	Sports Pavilion	Tree Cutting	£ 1,120.00	£ 224.00	£ 1,344.00
102099	ACJ Ecology Ltd	General	Woodland Management	£ 900.00	£ 180.00	£ 1,080.00
102100	Gallagher	General	Pavilion Insurance	£ 55.13	£ -	£ 55.13
102101	Troy Planning	General	Neighbourhood Plan	£ 1,000.00	£ 200.00	£ 1,200.00
102102	Chelmer Canal Trust	General	Membership Fee	£ 36.00	£ -	£ 36.00
102103	Rosie Beere	Memorial Hall	Deposit Refund	£ 100.00	£ -	£ 100.00
102104	Keith Fullick	Memorial Hall	Deposit Refund	£ 50.00	£ -	£ 50.00
102105	LB Cricket Club	General	Annual Grant	£ 1,000.00	£ -	£ 1,000.00
102106	Essex County Council	General	Legal Fees	£ 3,011.00	£ 602.20	£ 3,613.20
102106	Essex County Council	General	Legal Fees	£ 20.00	£ -	£ 20.00
			Sub Total	£ 9,769.71	£ 1,253.00	£ 11,022.71
			TOTAL	£ 9,954.92	£ 1,266.77	£ 11,221.69
	ACCOUNTS STATUS	31/07/2022	+/- vs prior	RESERVES		
	Current Account (B)	£ 70,853.46	£ 846.12	Hall		£ 22,000.00
	Reserve No 1 (B)	£ 50,375.45	£ -	Pavilion		£ 10,000.00
				WGPA		£ 15,000.00
	Holybred Wood (B2)	£ 7,750.89	£ -	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,453.88	£ -	Neighbourhood Plan		£ 3,380.00
				CIL Fund		£ 14.87
	Total Barclays a/cs	✓ £ 131,433.68		History Centre		£ 500.00
				Total		£ 85,116.56
				Unpresented Cheques		£ 1,219.58
				Funds Available		£ 35,091.75
				TOTAL		£ 130,214.10
**	Outside Council Meeting					

In addition Council approved the proposal for Cllr Irvine to be the third bank signatory following the resignation of Cllr Coates-Jones.

125/22 The Memorial Hall – Review and Approve Energy Audit

Cllr Steve Scott updated Council on the Energy Audit from Barker's and the Clerk advised on alternative quotes received from Nexus and the RCCE. The alternative quotes were not to the same detail of Barker's and would not provide the 'road map' needed to build a project plan for the Hall.

Council requested that Cllr Scott obtain an example report from Barker's to confirm detail provided and ask for recent references.

126/22 Approve Grant of £1,000 for Little Baddow Cricket Club

Council resolved to approve the annual grant of £1,000 to Little Baddow Cricket Club for the maintenance of the Sports Field. The grant was included in the approved budget for the year 2022/23.

127/22 Paper Mill Lock – Recent Meeting with Police, Parking and Other Services

The Chairman updated Council on the meeting that took place on the 26th July 2022 at The Tea Rooms. The meeting was well supported by the public and the attendance of both the Rural and Community teams from Essex Police and SEPP was much appreciated.

Parking at Paper Mill Lock was a key topic and the visibility of the yellow lines and the provision of No Parking signs were notable points raised. SEPP committed to providing regular warden attendance to enforce existing parking restrictions.

A further Community Day is to be held on 18th August 2022 at the same venue.

128/22 Alzheimer's Society – 100 Badge Challenge

Cllr Steph Scott updated Council on the '100 Badge Challenge'; the badges have not been received and sales will start when delivered.

129/22 Handyman Schedule

No tasks were added to the list for the Handyman to complete.

130/22 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- The speeding campaign – '20's Plenty'
- Memorial Hall – Energy Audit Quotes & Approval
- Planting – replacing tubs with beds

131/22 Date of Next Meeting

The next Ordinary Parish Council Meeting will take place on **Tuesday 13th September 2022** commencing at 7:30pm

The meeting closed at 9.10pm.

Chairman
September 13th, 2022