

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on October 6th, 2022. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine - Chair

Cllr B Teal

Cllr K Sheldrake

Cllr D Ginn

Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 7

150/22 Apologies for Absence

Apologies received from Cllr S Scott and Cllr Stephanie Scott

151/22 Declarations of Interest

None declared

152/22 To Approve the Minutes of the 13th September 2022 Meeting

Council approved the minutes from the meeting held on the 13th September 2022 and they were signed by the Chairman.

153/22 Matters from Prior Meetings

Minute No/Date/Councillor	Subject	Status
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/Sept/Oct –Cllr Spence chasing Highways for response
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 Sept – Quotes received and Proposal to be made at October meeting Oct – On agenda
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. 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 Sept/Oct – No update or report received. Cllr Spence to advise on Meeting date

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 possible grant for access rights if land not to be sold. Letter prepared but not sent Sept/Oct - Owners still not in agreement on potential sale – await update from Working Group
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/Sept – Meeting with Consultants 20/9/22 to get full understanding of works/costs Oct – Cllr Scott absent - held over to November Meeting

154/22 Public Question Time

A resident expressed their concerns and a possible conflict of interests over the Chelmsford City Council proposals for Hammonds Farm, Little Baddow under their review of the Local Plan and their potential acquisition of the Fruit Farms, Church Road. (See minute 158/22) The Chairman noted the concerns and said he would raise the issues with Chelmsford City Ward Councillors.

A resident raised objections to the proposed development of Hen Cottage, North Hill which were noted by Council. A further point was raised about the status of the track off North Hill known as 'Gravy Lane' and whether it could be designated a Protected Lane and included in the draft Neighbourhood Plan.

155/22 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
22/01411/FUL	Hen Cottage, North Hill	Object
	Demolish & Construct New Dwelling	
22/01652/FUL	The Laurels, The Ridge	No Objection
	Demolish & Construct New Dwelling	
22/01610/FUL	2 The Rye Field	No Objection
	Replacement Cladding & Tiles	

156/22 Payment of Accounts

Council approved the payment of accounts for September as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 20.55	£ -	£ 20.55
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 36.50	£ 7.30	£ 43.80
**DD	British Gas	Memorial Hall	Electricity	£ 69.26	£ 3.46	£ 72.72
**DD	British Gas	Memorial Hall	Gas	£ 39.22	£ 1.96	£ 41.18
**DD	EE Mobile	General	Clerk Mobile	£ 8.55	£ 1.71	£ 10.26
			Sub Total	£ 174.08	£ 14.43	£ 188.51
102116	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
102117	I Wardle	General	Salary	£ 986.23	£ -	£ 986.23
102117	I Wardle - Amazon	General	Paper	£ 31.90	£ -	£ 31.90
102118	E Cole	Memorial Hall	Cleaning	£ 262.50	£ -	£ 262.50
102119	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
102120	Neil Holmes	Memorial Hall	Manager Duties	£ 721.00	£ -	£ 721.00
102121	Skippers Ground Maintenance	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
102122	Rialtas Business Solutions	General	Annual Back Up Sub	£ 185.00	£ 37.00	£ 222.00
102123	Supplies4Business	General	Leaflet Printing	£ 246.18	£ -	£ 246.18
102124	Weave A Web	General	Website Updates	£ 60.00	£ 12.00	£ 72.00
102125	HMRC	General	Nat Ins & Tax	£ 171.57	£ -	£ 171.57
102126	Focus Distribution	General	Leaflet Delivery	£ 111.00	£ 22.20	£ 133.20
102127	Simmons Printers	General	NP Leaflet Printing	£ 118.00	£ -	£ 118.00
102128	Open Spaces Society	General	Membership	£ 45.00	£ -	£ 45.00
			Sub Total	£ 3,426.96	£ 118.00	£ 3,544.96
			TOTAL - Payments	£ 3,601.04	£ 132.43	£ 3,733.47
	ACCOUNTS STATUS	30/09/2022	+/- vs prior	RESERVES		
	Current Account (B)	£ 86,714.66	£ 21,894.63	Hall		£ 22,000.00
	Reserve No 1 (B)	£ 50,390.98	£ 15.53	Pavilion		£ 10,000.00
				WGPA		£ 15,000.00
	Holybred Wood (B2)	£ 7,753.28	£ 2.39	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,454.64	£ 0.76	Neighbourhood Plan		£ 3,380.00
				CIL Fund		£ 14.87
				Holybred Wood		£ 7,753.28
				War Memorial		£ 2,454.64
	Total Barclays a/cs	£ 147,313.56		History Centre		£ 500.00
				Total - Reserves + Payments		£ 87,836.26
				Unpresented Cheques		£ 2,614.00
				Funds Available		£ 57,051.81
**	Outside Council Meeting			Total (exc DD payments)		£ 147,313.56

Council approved the payment of a donation of £150 to the Essex & Herts Air Ambulance

157/22 Budget for the Financial Year 2023-24

Council reviewed the draft budget and resolved to approve the budget for 2023-24 as proposed; this included an increase of 5% in the precept to £49,806 for the next financial year

158/22 Chelmsford City Council Local Plan Review

The Chairman provided the meeting with an update on the response to the options raised by Chelmsford City Council for the siting of 4,000 houses on Hammonds Farm. The online petition had received 1,345 objections to Approach E as set out in the Local Plan Review newsletter of August. In addition, over 100 letters of objection have been signed by members of the public and with the closing date for responses to the proposals being 20th October Council are keen to encourage public awareness.

The Chairman is planning to deliver the petition and letters of objection to Chelmsford City Council in person and hopefully address a meeting of the City Council on the matter.

159/22 Neighbourhood Plan Update

The Clerk provided Council with an update on the Consultation Phase of the Neighbourhood Plan; the period of public consultation runs from 1st October until 15th November 2022. Three 'Drop-in' sessions will be held at the Memorial Hall on Saturday morning 8th October, Tuesday evening 18th October and Saturday morning 5th November for residents to view the plan and discuss with members of the Steering Committee.

160/22 Sports Pavilion Refurbishment

Cllr Sheldrake provided details of differing furniture options for the Sports Pavilion and Council resolved the expenditure of £1,826 to purchase new tables and chairs from Ikea to replace the existing old furniture. Quotations for replacement window blinds are being sought and will be presented to Council when received.

161/22 Website Management Review

Council resolved to appoint Weave-a-Web for a trial period of 3 months to assess the service provided in managing the websites on behalf of the Council. A review will take place in January 2023 before making a decision on a longer-term arrangement. The clerk will liaise with Weave-a-Web in the preparation of articles and updates for the website on a weekly basis.

162/22 Suggestions for Coronation Celebration

Council discussed the forthcoming coronation of King Charles III and agreed that an event should be held on the Sports Field on the day to allow residents to celebrate as a village. Once a date is known a Working Group will be formed to manage the organisation and arrange supporting activities.

163/22 Replacement of Village Plant Tubs with Beds

Cllr Teal proposed that beds be dug to replace the existing tubs; they will be easier to maintain and water. The proposal was approved by Council and a working group of councillors will be formed to complete the works.

164/22 Handyman Schedule

The following tasks were added to the list for the Handyman to complete:

- Painting inside of Sports Pavilion

165/22 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- Christmas Decorations

166/22 Date of Next Meeting

The next Ordinary Parish Council Meeting will take place on **Thursday 3rd November 2022** commencing at 7:30pm

The meeting closed at 9.25pm.

**Chairman
November 3rd, 2022**