

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on September 13th, 2022. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine - Chair

Cllr S Scott

Cllr K Sheldrake

Cllr Stephanie Scott

Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 7

132/22 Apologies for Absence

Apologies received from Cllr B Teal and Cllr D Ginn

133/22 Declarations of Interest

None declared

134/22 To Approve the Minutes of the 4th August 2022 Meeting

Council approved the minutes from the meeting held on the 4th August 2022 and they were signed by the Chairman.

135/22 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. Sept – Order received and footpath marked. Closed
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 – 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 Sept – Quotes received and Proposal to be made at October meeting
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 – No update or report received.
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 - Owners still not in agreement on potential sale – await update.
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. Sept – On agenda

136/22 Public Question Time

A number of residents expressed their concerns over the Chelmsford City Council review of the Local Plan with the proposal to build 4,000 houses in Little Baddow. (See minute 144/22)

137/22 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
22/01412/FUL	Latched Cottage, The Ridge	No Objection
	Two Storey Side Extensions	
22/01443/FUL	Eastmead, Spring Elms Lane	No Objection
	Demolish & Construct New Dwelling	

138/22 Payment of Accounts

Council approved the payment of accounts as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 22.55	£ -	£ 22.55
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 29.92	£ 5.98	£ 35.90
**DD	British Gas	Memorial Hall	Electricity	£ 76.19	£ 3.80	£ 79.99
**DD	EE Mobile	General	Clerk Mobile	£ 8.55	£ 1.71	£ 10.26
			Sub Total	£ 137.21	£ 11.49	£ 148.70
102107	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
102108	I Wardle	General	Salary	£ 963.70	£ -	£ 963.70
102108	I Wardle - Amazon	General	Printer Ink	£ 43.56	£ -	£ 43.56
102108	I Wardle - Post Office	General	Postage Stamps	£ 26.08	£ -	£ 26.08
102109	E Cole	Memorial Hall	Cleaning	£ 225.00	£ -	£ 225.00
102110	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
102111	Neil Holmes	Memorial Hall	Manager Duties	£ 563.50	£ -	£ 563.50
102111	Neil Holmes	General	Handyman Tasks	£ 169.50	£ -	£ 169.50
102112	Skippers Ground Maintenance	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
102113	PKF Littlejohn	General	External Audit	£ 300.00	£ 60.00	£ 360.00
102114	SV Electrics	Sports Pavilion	New Emergency Lights	£ 1,345.00	£ 269.00	£ 1,614.00
102115	Weave A Web	General	Web Hosting	£ 67.50	£ 13.50	£ 81.00
			Sub Total	£ 4,192.42	£ 389.30	£ 4,581.72
			TOTAL - Payments	£ 4,329.63	£ 400.79	£ 4,730.42
	ACCOUNTS STATUS	31/08/2022	+/- vs prior	RESERVES		
	Current Account (B)	£ 64,820.03	£ 6,033.43	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
				Holybred Wood		£ 7,750.89
				War Memorial		£ 2,453.88
	Total Barclays a/cs	£ 125,400.25		History Centre		£ 500.00
				Total - Reserves + Payments		£ 88,830.06
				Unpresented Cheques		£ 2,250.00
				Funds Available		£ 34,468.89
**	Outside Council Meeting			Total (exc DD payments)		£ 125,400.25

139/22 Copyhold Allotments 246099 & Charity of the Unknown Donor (Otherwise the Almshouse Charity) 239382 – Reappointment and Amendment of Trustees

Little Baddow Parish Council resolved for the charities named to approve the reappointment of Dr Nicholas Cooper, Dr Patricia McAllister and Ms Claire Hodgson as Trustees for the period May 2022 to May 2026 and the amending of the appointment of Mrs Gillian Houghton and Mr Bob Shepherd as Trustees for a period of four years to May 2025.

140/22 Adopt Revised Councillor Code of Conduct

Council resolved to adopt the revised Councillor Code of Conduct as proposed.

141/22 Speeding – Adoption of '20 is Plenty' Campaign

In the absence of Cllr Teal, the Clerk provided background information on the '20 is Plenty' campaign. Council discussed speeding in the village and felt that enforcement of the current 30mph speed limit on The Ridge and North Hill was the most pressing matter. The resumption of the Speed Watch Group to

gather evidence of speeding is required to gain Police and Essex Highways support for traffic calming measures and any reduction in the speed limit to 20mph.

142/22 Memorial Hall – Approval of Energy Audit Consultancy

Cllr Steve Scott confirmed he had obtained an example report from Barker's detailing what would be covered in an Energy Audit survey of The Memorial Hall. However, the report was considered too technical for sharing at this time and Cllr Scott had arranged a meeting with Barker's at the Hall for 20th September to develop a summary that will be shared with Council at the next meeting.

143/22 Budget for the Financial Year 2023-24

The Clerk briefed Council on the timing for creating a budget for the next financial year and requested input from Councillors on possible expenditure items; level of precept increase and hall hire fees. The Clerk will work with Cllr Ginn to prepare a draft Budget for review at the next meeting.

144/22 Chelmsford City Council Local Plan Review

The Chairman provided the meeting with an update from his recent meeting with Chelmsford City Council (CCC) Planning and attending the Parish Forum. CCC have published details of an initial public consultation for reviewing the Local Plan adopted in 2020 to incorporate an additional 7,996 houses.

CCC have set out five options for where the additional housing could be built; one option identifies Hammonds Farm in Little Baddow as a possible site for 4,000 houses. Council objects to this proposal and in discussion with members of the public attending the Council meeting proposed the formation of a Working Group to oppose the development in Little Baddow, this will be led by Cllr Steph Scott.

Communication to all residents of the village was seen as a priority and a leaflet is to be printed and distributed informing residents of the matter and how they can participate in the consultation process. Key dates are public exhibitions of the Plan at City Hall on the 7th and 8th October with the consultation period ending on 20th October.

145/22 Pothole Repairs – Nominations to Essex County Cllr Spence

Further to correspondence from County Cllr Spence, Council discussed nominations for potholes to be filled and agreed to request works to be completed on Riffhams Chase.

146/22 Replacement of Village Plant Tubs with Beds

The item was held over for the next meeting due to the absence of Cllr Teal. In the meanwhile, Council requested quotes for the work from the Handman.

147/22 Handyman Schedule

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

- Installation of posts at the entrance to Heather Hills
- Quote for replacing Planters with Flower Beds

148/22 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- Website - Management

149/22 Date of Next Meeting

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

The meeting closed at 9.25pm.

**Chairman
October 6th, 2022**