

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on November 3rd, 2022. The Meeting commenced at 7:30pm. In attendance: -

Cllr P Irvine - Chair

Cllr S Scott

Cllr K Sheldrake

Cllr Stephanie Scott

Cllr D Ginn

Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 5

167/22 Apologies for Absence

Apologies received from Cllr B Teal

168/22 Declarations of Interest

None declared

169/22 To Approve the Minutes of the 6th October 2022 Meeting

Council approved the minutes from the meeting held on the 6th October 2022 and they were signed by the Chairman.

170/22 Emergency Planning

Unfortunately, the guest speaker, Karen Buttress, Community Safety Lead Officer, Chelmsford City Council was unable to join the meeting and her presentation has been re-scheduled for the January 5, 2023 council meeting.

171/22 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 LHP form 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/Nov – Cllr Spence chasing Local Highways Panel for response
63/21 – Pavilion Refurbishment Cllrs Sheldrake & Ginn	Need to refurbish toilets/showers, replace boilers, redecorate and replace soft furnishings in the pavilion	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 – Council approved costs for new furniture. Nov – Furniture on order and quotes to be obtained for Blinds
104/21 – Paper Mill Lock Bridge Cllr Irvine	Obtain feedback from County Councillor Spence on proposals for replacing or repairing the bridge.	March/April/May – Petition presented to ECC and tests of existing bridge being completed. Report and meeting with Essex Highways due 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 Cllr Spence to advise on Meeting date Nov – ECC have withdrawn plans to build new bridge and looking at minor improvements only for existing bridge to stop parking on the bridge. CLOSED
204/21 – Land Sale Fir Tree Lane Chairman	Potential Purchase of 25 Acres of Woodland at end of Fir Tree Lane	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/Nov - 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	Aug/Sept/Oct – Cllr Scott meeting with Barkers Consultants 20/9/22 to get full understanding of works/costs for Energy Audit Nov – Cllr Scott circulated a copy report from Barkers to illustrate work undertaken in the audit and positive testimonial from a school. Council resolved to approve the cost of £1,200 for the audit together with an additional £600 for a full Solar installation report.

172/22 Public Question Time

Essex County Councillor John Spence addressed the meeting and provided an update from the recent meeting with Essex Highways over the plans for Paper Mill Lock Bridge. He was delighted to report that the plans for a new bridge had been dropped and that the existing bridge would be retained with improvements to the edges of the bridge span to stop parking. While the bridge was rated at 18 tons, the 7.5-ton weight limit would be retained along with the current exceptions for public service vehicles.

Cllr Spence confirmed that he was still pursuing a long-term solution for parking at Paper Mill Lock and will have a site visit with the ECC Highways Portfolio Holder to look at the issue and report.

A resident asked what the Council had done for Ukrainian refugees in the village. The Chairman advised that no approaches had been made to the Council or specific needs identified and asked for suggestions.

173/22 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
22/05170/TPO	Ramblers, Clarks Farm Road	No Objection
	G2 - Oak - Reduce Lower Limbs	
22/05178/TPO	Southernwood, The Ridge	No Objection
	T1 - Oak Tree - Crown Reduction	
22/01337/FUL	Beacon Hill, The Ridge	No Objection
	Change of Use of Garden from Residential	
22/01650/FUL	Land South of Colam Lane	Object
	Erection of Temporary Dwelling	
22/01889/LBC	Old Riffhams, Riffhams Chase	No Objection
	Proposed 4 Roof Lights to West Wing Roof	

174/22 Payment of Accounts

Council approved the payment of accounts for October as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 16.35	£ -	£ 16.35
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 36.50	£ 7.30	£ 43.80
**DD	British Gas	Memorial Hall	Gas September	£ 47.23	£ 2.36	£ 49.59
**DD	British Gas	Memorial Hall	Gas October	£ 73.15	£ 3.65	£ 76.80
**DD	Chelmsford City Council	Sports Pavilion	Waste Collection	£ 552.50	£ -	£ 552.50
**DD	Chelmsford City Council	Memorial Hall	Waste Collection	£ 552.50	£ -	£ 552.50
**DD	EE Mobile	General	Clerk Mobile	£ 8.55	£ 1.71	£ 10.26
			Sub Total	£ 1,286.78	£ 15.02	£ 1,301.80
102129	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
102130	I Wardle	General	Salary	£ 986.23	£ -	£ 986.23
102130	I Wardle - Amazon	Memorial Hall	Hall Sundries	£ 77.98	£ -	£ 77.98
102131	E Cole	Memorial Hall	Cleaning	£ 350.00	£ -	£ 350.00
102132	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
102133	Neil Holmes	Memorial Hall	Manager Duties	£ 579.50	£ -	£ 579.50
102134	Skippers Ground Maintenance	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
102134	Skippers Ground Maintenance	Memorial Hall	Hedge Cutting	£ 350.00	£ 70.00	£ 420.00
102135	Supplies4Business	General	Banner	£ 93.64	£ 18.73	£ 112.37
102136	Weave A Web	General	Website Updates	£ 160.00	£ 32.00	£ 192.00
102137	Applianceplus1	Memorial Hall	Oven Repair	£ 225.00	£ -	£ 225.00
102138	SLCC	General	Clerk Membership Fee	£ 171.00	£ -	£ 171.00
102139	Essex & Herts Air Ambulance	General	Donation	£ 150.00	£ -	£ 150.00
102140	Educational Pathfinding Service	General	History Centre PAT Test	£ 55.00	£ -	£ 55.00
			Sub Total	£ 3,686.93	£ 167.53	£ 3,854.46
			TOTAL - Payments	£ 4,973.71	£ 182.55	£ 5,156.26
	ACCOUNTS STATUS	31/10/2022	+/- vs prior	RESERVES		
	Current Account (B)	£ 87,528.58	£ 813.92	Hall		£ 22,000.00
	Reserve No 1 (B)	£ 50,390.98	£ -	Pavilion		£ 10,000.00
				WGPA		£ 15,000.00
	Holybred Wood (B2)	£ 7,753.28	£ -	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,454.64	£ -	Neighbourhood Plan		£ 3,262.00
				CIL Fund		£ 14.87
				Holybred Wood		£ 7,753.28
				War Memorial		£ 2,454.64
	Total Barclays a/cs	£ 148,127.48		History Centre		£ 500.00
				Total - Reserves + Payments		£ 89,141.05
				Unpresented Cheques		£ 1,000.00
				Funds Available		£ 59,288.23
**	Outside Council Meeting			Total (exc DD payments)		£ 148,127.48

175/22 Village Christmas Decorations

Council resolved to approve an expenditure of £250 for the purchase of Christmas Lights to be placed on the tree and the Memorial Arch outside the Memorial Hall.

176/22 Benches at Sports Field

Cllr Sheldrake will liaise with the Sports Club Committee over the replacement of broken benches and installation of new benches around the Sports Field. Particular note was made to speak with the families who had donated benches in memory of family members before any work was carried out to establish if they wished to repair or replace benches and whether they would make further donations.

177/22 Handyman Schedule

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

- Play Area Remedial Works

178/22 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- Coronation Celebration
- Dates of Council Meetings 2023
- Clerk Salary
- Councillor Co-option
- Sustainable Danbury – Use of Hall

179/22 Date of Next Meeting

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

The meeting closed at 8.35pm.

**Chairman
December 13th, 2022**