

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on January 5th, 2023. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine - Chair

Cllr A Roche
Cllr B Teal

Cllr D Ginn
Cllr Stephanie Scott

Mr I Wardle – Clerk

Members of the Public – 0

1/23 Apologies for Absence

Apologies received from Cllr J Doggett and Cllr S Scott

2/23 Declarations of Interest

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

3/23 To Approve the Minutes of the 13th December 2022 Meeting

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

4/23 Emergency Planning

Council received a presentation from Karen Buttress, Community Safety Lead Officer, Chelmsford City Council about Community Resilience and Emergency Planning. City Council are promoting a more devolved model for responding to local issues and are looking to reduce the level of central direction when establishing 'Rest' centres to provide refuge and shelter. Councillors will participate in training, along with local volunteers, in how to respond and manage an incident in the village.

5/23 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 <i>April/May/June/July/Aug/Sept/Oct/Nov/Dec/ Jan –Cllr Spence chasing Local Highways Panel for response</i>
63/21 – Pavilion Refurbishment Cllrs Sheldrake & Ginn	Need to refurbish toilets/showers, replace boilers, redecorate and replace soft furnishings in the pavilion	Sept – Quotes received and Proposal to be made at October meeting Oct – Council approved costs for new furniture. <i>Nov/Dec/Jan – Furniture on order and quotes to be obtained for Blinds. Completed Jan 2023. Getting quotes for Disabled Access from Car Park</i>
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 <i>Dec/Jan – Chairman meeting Land Owners 19/1/23 to get update on sale</i>

		position. Will report at Feb Council Meeting
10/22 – Memorial Hall Improvements Cllr Steve Scott	Installation of CCTV; fitting of LED Bulbs; Survey & report on Heating and Insulation	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. Dec/Jan – Survey to be completed 9/1/23. Council approved fitting lock to stage trap door
192/22 – Coronation Celebration Cllr B Teal	Establish Working Group to manage a village event to celebrate the Kings Coronation in May 2023	Dec – Cllrs Teal, Scott, Scott and Roche to meet with other volunteers to set up Working Group and prepare plan for submission to Council Jan – Working Group had met and confirmed that the cricket field would not be available May 6 th . Alternative sites are to be explored and if none suitable then the option to move to Monday 8 th May to avoid clash with Danbury event being held on 7 th May.
11/23 – Hammonds Farm Development Cllr Irvine	Maintain communication with Chelmsford City Council over next steps in the review of the Local Plan	Jan – the Chairman updated Council on his last meeting with CCC and delivering the petition and letters of objection. Expect report to City Council on the results of the consultation in the second quarter of 2023

6/23 Public Question Time

No members of the public attended the meeting.

7/23 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		
22/02091/FUL	Mushroom Cottage, Parsonage Lane		Object
	Raise Garage Roof to create first floor accomodation		
22/05206/TPO	Martingale, Fir Tree Lane		No Objection
	Oak Trees - Crown Reduction		
22/02212/LBC	Old Riffhams, Riffhams Chase		No Objection
	Rebuild North Chimney Stacks		
22/02151/FUL	9 The Rye Field		No Objection
	Rear Extensions & Roof Alterations		

8/23 Payment of Accounts

Council approved the donation of £50 to The Brain Tumour Charity and the payment of accounts for December as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 21.20	£ -	£ 21.20
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 0.22	£ 0.04	£ 0.26
**DD	British Gas	Memorial Hall	Hall Gas November	£ 125.20	£ 6.26	£ 131.46
**DD	British Gas	Memorial Hall	Hall Gas December	£ 255.36	£ 51.07	£ 306.43
**DD	Wave Anglian Water	Sports Pavilion	Water	£ 524.75	£ -	£ 524.75
**DD	EE Mobile	General	Clerk Mobile	£ 6.65	£ 1.33	£ 7.98
			Sub Total	£ 933.38	£ 58.70	£ 992.08
102154	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
102155	I Wardle	General	Salary	£ 1,042.85	£ -	£ 1,042.85
102156	E Cole	Memorial Hall	Cleaning	£ 275.00	£ -	£ 275.00
102157	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
102158	Neil Holmes	Memorial Hall	Manager Duties	£ 528.50	£ -	£ 528.50
102158	Neil Holmes	General	Handyman Tasks	£ 368.39	£ -	£ 368.39
102159	Skippers Ground Maintenance	General	Grass Cutting	£ 234.00	£ 46.80	£ 280.80
102160	Chelmsford Plumbing & Heating	Sports Pavilion	Plumbing Repair	£ 91.67	£ 18.33	£ 110.00
102161	Troy Planning	General	Neighbourhood Plan	£ 2,250.00	£ 450.00	£ 2,700.00
102162	HMRC	General	Tax & NI	£ 444.89	£ -	£ 444.89
102163	MDW Technology	General	IT Security & Domain R	£ 123.00	£ 24.60	£ 147.60
102164	Anglo Plumbing Ltd	Memorial Hall	Plumbing Repair	£ 83.00	£ -	£ 83.00
			Sub Total	£ 5,695.88	£ 539.73	£ 6,235.61
			TOTAL - Payments	£ 6,629.26	£ 598.43	£ 7,227.69
	ACCOUNTS STATUS	31/12/2022	+/- vs prior	RESERVES		
	Current Account (B)	£ 82,685.73	£ 370.73	Hall		£ 22,000.00
	Reserve No 1 (B)	£ 50,419.07	£ 28.09	Pavilion		£ 10,000.00
				WGPA		£ 15,000.00
	Holybred Wood (B2)	£ 7,757.60	£ 4.32	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,456.01	£ 1.37	Neighbourhood Plan		£ 1,012.00
				CIL Fund		£ 14.87
				Holybred Wood		£ 7,753.28
				War Memorial		£ 2,454.64
	Total Barclays a/cs	£ 143,318.41		History Centre		£ 500.00
				Total - Reserves + Payments		£ 88,962.48
				Unpresented Cheques		£ 3,603.88
				Funds Available		£ 51,744.13
**	Outside Council Meeting			Total (exc DD payments)		£ 143,318.41

9/23 Councillor Tasks & Responsibilities

Council reviewed the allocation of tasks for councillors, agreeing which councillor will take the lead and be the main point of contact for residents on a particular matter. A revised list of tasks and responsibilities will be published shortly on the parish website.

10/23 Tree Pruning at Memorial Hall

Council discussed the need to prune the tree outside the Memorial Hall and agreed to form a small working party to complete the work themselves.

11/23 Hammonds Farm Development

The Chelmsford City Council Local Plan Review included a possible location of 4,000 houses on Hammonds Farm which the Council objected to. The Chairman provided the meeting with an update following his meeting with City Council Planning officers; he had delivered the results from the online petition objecting to Approach E as set out in the Local Plan Review newsletter of August. Coupled with letters of objection signed by members of the public there were close to 3,000 objections to the proposal to build on Hammonds Farm. City Council have closed the initial consultation stage and are expected to report to City Council on the results in the second quarter of 2023.

12/23 Handyman Schedule

The following task was added to the list for the Handyman to complete:

- Tidy and weed the hard standing areas around the Memorial Hall

13/23 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- Parish Newsletter
- History Centre

14/23 Date of Next Meeting

The next Ordinary Parish Council Meeting will take place on **Thursday 2nd February 2023** commencing at 7:30pm

The meeting closed at 9.25pm.

**Chairman
February 2nd, 2023**