

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on February 2nd, 2023. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine - Chair

Cllr A Roche

Cllr B Teal

Cllr J Doggett

Cllr S Scott

Cllr Stephanie Scott

Cllr K Sheldrake

Mr I Wardle – Clerk

Members of the Public – 0

15/23 Apologies for Absence

Apologies received from Cllr D Ginn

16/23 Declarations of Interest

None declared

17/23 To Approve the Minutes of the 5th January 2023 Meeting

Council approved the minutes from the meeting held on the 5th January 2023 and they were signed by the Chairman.

18/23 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 /Feb –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	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>Feb – Furniture to be delivered 5th Feb and approved widening of pedestrian access from car park to sports field</i>
204/21 – Land Sale Fir Tree Lane Chairman	Potential Purchase of 25 Acres of Woodland at end of Fir Tree Lane	Sept/Oct/Nov - Owners still not in agreement on potential sale – await update from Working Group Dec/Jan – Chairman meeting Landowners 19/1/23 to get update on sale position. Will report at Feb Council Meeting <i>Feb – Landowners confirmed prepared to sell the land. Working Group to review options to purchase</i>
10/22 – Memorial Hall Improvements Cllr Steve Scott	Installation of CCTV; fitting of LED Bulbs; Survey & report on Heating and Insulation	Dec/Jan – Barkers Survey to be completed 9/1/23. Council approved fitting lock to stage trap door <i>Feb – Barkers did not attend the Hall and Cllr Scott looking for alternative consultants to advise. Proposal to be made at March meeting for replacement ovens in the kitchen</i>

192/22 – Coronation Celebration Cllr B Teal	Establish Working Group to manage a village event to celebrate the Kings Coronation in May 2023	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. Feb – Council agreed event to be held on Monday 8th May. Working Group to develop event proposal
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 Feb – Chairman advised on formation of Working Party with City Cllrs to classify the land as 'An Area of Outstanding Beauty' to prevent any development

19/23 Public Question Time

No members of the public attended the meeting.

20/23 History Centre

Council received a report from the Chairman about discussions between the United Reformed Church, Little Baddow, and their central Synod about securing the future for the site of the village History Centre at the rear of the Church. A Working Group is to be meet with representatives from the URC, Parishioners and Little Baddow Parish Council to determine best approach.

21/23 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		
22/01877/FUL	Land South of Colam Lane		Object
	Change of Use		
22/01022/S73	The View, North Hill		No Objection
	Alterations to Earlier Planning Approval		
22/02239/FUL	Bright House, North Hill		No Objection
	Single Storey Front Extension		
23/05000/TPO	Gavea, The Ridge		No Objection
	W1 - T1 Ash Trees		

22/23 Payment of Accounts

Council approved the expenditure of £400 for a new printer and the payment of accounts for January as proposed.

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 14.15	£ -	£ 14.15
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ -	£ -	£ -
**DD	British Gas	Memorial Hall	Hall Electric November	£ 84.85	£ 4.24	£ 89.09
**DD	British Gas	Memorial Hall	Hall Electric December	£ 78.90	£ 3.94	£ 82.84
**DD	EE Mobile	General	Clerk Mobile	£ 6.65	£ 1.33	£ 7.98
			Sub Total	£ 184.55	£ 9.51	£ 194.06
**102165	The Brain Tumour Charity	General	Donation	£ 50.00	£ -	£ 50.00
✓ 102166	M. Jarvis	Spring Close	Supervision	£ 35.00	£ -	£ 35.00
✓ 102167	I Wardle	General	Salary	£ 1,043.05	£ -	£ 1,043.05
✓ 102167	I Wardle - Printerland	General	Printer Ink	£ 113.21	£ 22.64	£ 135.85
✓ 102167	I Wardle - Amazon	Memorial Hall	Paper Towel Rolls	£ 54.99	£ 11.00	£ 65.99
✓ 102168	E Cole	Memorial Hall	Cleaning	£ 325.00	£ -	£ 325.00
102169	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
102170	Neil Holmes	Memorial Hall	Manager Duties	£ 745.50	£ -	£ 745.50
102170	Neil Holmes	General	Handyman Tasks	£ 478.50	£ -	£ 478.50
102171	PPLPRS	Memorial Hall	Music Licence	£ 500.73	£ 100.14	£ 600.87
102172	Weave-a-web	General	Website Admin Dec	£ 160.00	£ 32.00	£ 192.00
102172	Weave-a-web	General	Website Admin Jan	£ 160.00	£ 32.00	£ 192.00
102173	Essex Wildlife Trust	General	Membership	£ 40.00	£ -	£ 40.00
102174	K. Sheldrake	Sports Pavilion	New Chairs & Tables	£ 1,336.00	£ -	£ 1,336.00
			Sub Total	£ 5,211.56	£ 197.78	£ 5,409.34
			TOTAL - Payments	£ 5,396.11	£ 207.29	£ 5,603.40
	ACCOUNTS STATUS	31/01/2023	+/- vs prior	RESERVES		
	Current Account (B)	£ 80,532.27	-£ 2,153.46	Hall		£ 22,000.00
	Reserve No 1 (B)	£ 50,419.07	£ -	Pavilion		£ 10,000.00
				WGPA		£ 15,000.00
	Holybred Wood (B2)	£ 7,757.60	£ -	EALC Reserve		£ 23,000.00
	War Memorial (B3)	£ 2,456.01	£ -	Neighbourhood Plan		£ 1,012.00
				CIL Fund		£ 14.87
				Holybred Wood		£ 7,753.28
				War Memorial		£ 2,454.64
	Total Barclays a/cs	£ 141,164.95		History Centre		£ 500.00
				Total - Reserves + Payments		£ 87,338.19
				Unpresented Cheques		£ 2,750.00
				Funds Available		£ 51,270.82
**	Outside Council Meeting			Total (exc ** payments)		£ 141,164.95

23/23 Councillor Tasks & Responsibilities

Council approved the updated allocation of tasks for councillors and responsibilities will be published on the parish website.

24/23 May Election Update

The Clerk gave a brief to Councillors on the forthcoming local elections on May 4th, 2023. Anyone wishing to stand for election will need to complete a nomination form and deliver to the Returning Officer at Chelmsford City Council. All details and forms are on the Chelmsford City Council website.

25/23 Parish Newsletter

The Clerk advised Council that the Newsletter would need to be delivered before the 20th March to avoid the period of 'Purdah' in the run up to the local elections on 4th May. Cllr Ginn is coordinating the Newsletter and is in receipt of most articles; final contributions expected by 6th February. The Newsletter can then be formatted and passed to the printers for deliveries to commence 11th March.

26/23 Land on Holybred Lane – Former Mushroom Farm

The Clerk updated Council on the final deliberations over the Transfer Document of the land from the FGHT to LBPC. The transaction is expected to be completed by the end of the week commencing 6th February 2023. The Chairman and Cllr Doggett are looking to discuss the management of the enlarged Holybred Wood with the Essex Wildlife Trust.

27/23 Handyman Schedule

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

- Quote for Widening pedestrian access from the car park to the Sports Field

28/23 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- Recycling - Amenity Site Access
- Land on Holybred Lane – Former Mushroom Farm
- Speed Watch

29/23 Date of Next Meeting

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

The meeting closed at 9.10pm.

**Chairman
March 2nd, 2023**