

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on July 6th, 2023. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine - Chair
Cllr S Scott
Cllr D Ginn
Cllr Stephanie Scott
Cllr B Teal
Cllr K Sheldrake
Cllr J Hilton (From Item 4)

Mr I Wardle – Clerk

Members of the Public – 26

103/23 Apologies for Absence

Apologies received from Cllr A Roche. Council noted that Cllr J Doggett had formerly resigned from the Council.

104/23 Elect Vice-Chairman

Councillor Teal was proposed as Vice-Chairman by Cllr Scott and seconded by Cllr Sheldrake. Council then unanimously resolved to appoint Cllr Teal as Vice-Chairman.

105/23 Co-opt New Councillor

Council was pleased to receive an application from a resident to become a Councillor. Following a discussion with the applicant Council unanimously resolved to co-opt Janet Hilton as a member of the Council.

106/23 Declarations of Interest

None declared.

107/23 To Approve the Minutes of the 8th June 2023 Meeting

Council approved the minutes from the meeting held on the 8th June 2023 and they were signed by the Chairman.

108/23 Matters from Prior Meetings

Minute No/Date/Councillor	Subject	Status
22/21 - Pedestrian Safety All Cllrs	Resident proposal for footpaths on The Ridge	May 2023 – LBPC confirmed locations for Traffic Surveys on The Ridge & North Hill to Essex Highways Design Team June – Clerk had written to Essex Highways and received confirmation that the Traffic Survey had been added to the LHP List awaiting budget. July – No date advised and Cllr Teal had no response from contacts at Essex Police.

63/21 – Pavilion Refurbishment Cllrs Sheldrake & Ginn	Need to refurbish toilets/showers, replace boilers, redecorate and replace soft furnishings in the pavilion	Mar – New furniture delivered and awaiting quotes for new blinds and additional 12 chairs. Car Park access path widened. April – Additional 12 Chairs and quote for blinds approved at April meeting. May – Chairs and Blinds delivered and obtaining quotes for new kitchen June – Held Over to July meeting July – On agenda
204/21 – Land Sale Fir Tree Lane Chairman	Potential Purchase of 25 Acres of Woodland at end of Fir Tree Lane	June 2023 – LBPC approved proposal to facilitate purchase of the land by public subscription and to cover legal and incidental costs. July – EWT will purchase land following agreement for a joint fund-raising campaign with the LBPC Working Group
10/22 – Memorial Hall Improvements Cllr Steve Scott	Installation of CCTV; fitting of LED Bulbs; Survey & report on Heating and Insulation	June – LBPC approved proposal for electric water heater and gas heating from the builder. Also approved installation of gates to the car park. July – New Ovens to be delivered 7/7. Clerk advised no grant available for gates and Cllr Scott will seek further consultation on gates before committing to installation
11/23 – Hammonds Farm Development Cllr Irvine	Maintain communication with Chelmsford City Council over next steps in the review of the Local Plan	April – Chairman met with Jeremy Potter who is leading Local Plan review project for CCC. Advised LBPC would need specific details for objecting to Option 5 if remains a part of the next stage of consultation, expected in early 2024 May – Chairman met with John Whittingdale MP and gained support for objection. Working Group looking at AONB process and potential to seek injunction if CCC proceed with Option 5 at the next consultation step. June – AONB Application to be made and boundary has been designated to include LB, Danbury and Woodham Walter parishes. July – On agenda
20/23 – History Centre Cllr Irvine & Clerk	Establish Working Group to develop proposals for the management of the History Centre	Mar – Working Group met and awaiting outcome of local church trustees challenge to Central Synod over land ownership. H/O June 2023 June – Central Synod had agreed a lease and draft documents to be sent to LBPC solicitor. July – On agenda

109/23 Public Question Time

A member of the public thanked the Parish Council for attendance at the recent Church Fete and general support.

Three members of the public voiced their objections to the planning application to be considered at Land Rear of Hill Cottage, North Hill.

110/23 Planning Issues – Colam Lane

Cllr Steph Scott provided feedback from the recent Chelmsford City Council Planning Committee where the retrospective planning application for the Alpaca Farm on Colam Lane was being considered. Despite Cllr Scott and Cllr Irvine addressing the Planning Committee and setting out a number of significant objections the retrospective application was approved.

111/23 Development in the Village

The Chairman read a statement to Council advising all present that planning application consultation comments are not decided before meetings and rumours of anything to the contrary should be ignored. All planning applications and specifically the one for Land Rear of Hill Cottage, North Hill need to be discussed and commented on fairly, balanced, and consistent with planning regulations.

Council reviewed the following planning applications:

Application Number	Location and nature of the Proposed Development		Result
	to which the application relates		
23/00834/FUL	Land Rear of Hill Cottage, North Hill		Object
	Construct New Dwelling		
23/00886/FUL	Old Court, Colam Lane		No Objection
	Construct Single Dwelling		
23/00962/FUL	The Finches, Chestnut Walk		No Objection
	Single Storey Rear Extension		

The Chairman Suspended the meeting from 7.55pm until 8.05pm to enable 24 members of the public to leave without disturbing the meeting.

112/23 Payment of Accounts

Council approved the payment of accounts for June as proposed.

PAYMENT OF ACCOUNTS June 8, 2023						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 20.30	£ -	£ 20.30
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 27.95	£ 5.59	£ 33.54
**DD	British Gas	Memorial Hall	Hall Electric	£ 97.05	£ 4.85	£ 101.90
**DD	British Gas	Memorial Hall	Hall Gas April/May	£ 149.49	£ 7.47	£ 156.96
**DD	British Gas	Memorial Hall	Hall Gas May/june	£ 65.73	£ 3.28	£ 69.01
**DD	Wave Anglian Water	Sports Pavilion	Water	£ 451.14	£ -	£ 451.14
**DD	EE Mobile	General	Clerk Mobile	£ 7.60	£ 1.52	£ 9.12
**Transfer	S&J Building & Developers	Memorial Hall	Kitchen Repairs	£ 6,679.00	£ 1,335.80	£ 8,014.80
			Sub Total	£ 7,498.26	£ 1,358.51	£ 8,856.77
102224	M. Jarvis	Spring Close	Supervision	£ 40.00	£ -	£ 40.00
Transfer	I Wardle	General	Salary	£ 850.25	£ -	£ 850.25
Transfer	I Wardle - Post Office	General	Postage Stamps	£ 29.60	£ -	£ 29.60
Transfer	I Wardle - Amazon	Memorial Hall	Kitchen Paper Rolls	£ 73.19	£ -	£ 73.19
Transfer	E Cole	Memorial Hall	Cleaning	£ 405.00	£ -	£ 405.00
Transfer	Ritchcomm	Sports Pavilion	Cleaning	£ 219.58	£ -	£ 219.58
Transfer	Neil Holmes	Memorial Hall	Manager Duties	£ 560.00	£ -	£ 560.00
Transfer	Neil Holmes	General	Handyman Tasks	£ 385.87	£ -	£ 385.87
Transfer	Weave-a-web	General	Website Admin	£ 160.00	£ 32.00	£ 192.00
Transfer	Skippers	General	Grass Cutting May	£ 276.00	£ 55.20	£ 331.20
Transfer	Chelmsford Plumbing & He	Sports Pavilion	Boiler Service	£ 200.00	£ 40.00	£ 240.00
Transfer	RCCE	General	Membership Fee	£ 60.50	£ 12.10	£ 72.60
Transfer	HMRC	General	NI & Tax	£ 776.92	£ -	£ 776.92
			Sub Total	£ 4,036.91	£ 139.30	£ 4,176.21
			TOTAL - Payments	£ 11,535.17	£ 1,497.81	£ 13,032.98
	ACCOUNTS STATUS	30/06/2023	+/- vs prior	RESERVES		
	Current Account (B)	£ 115,266.20	-£ 7,054.96	Hall		£ 25,000.00
	Reserve No 1 (B1)	£ 50,586.89	£ 105.25	Pavilion		£ 13,000.00
				WGPA		£ 18,000.00
	Holybred Wood (B2)	£ 7,783.42	£ 16.19	EALC Reserve		£ 25,000.00
	War Memorial (B3)	£ 2,464.19	£ 5.13	Neighbourhood Plan		£ 400.00
				CIL Fund		£ 14.87
				Holybred Wood		£ 7,767.23
				War Memorial		£ 2,459.06
				Charity Fund		£ 380.00
	Total Barclays a/cs	£ 176,100.70		History Centre		£ 1,500.00
				Total - Reserves + Payments		£ 106,554.14
				Unpresented Cheques		£ 338.00
				Hall Repair		£ 33,895.00
				Funds Available		£ 44,170.33
**	Outside Council Meeting			Total (exc ** payments)		£ 176,100.70

113/23 Review Banking Options – Open New Account

Council was advised by the Clerk that with the limit of £85,000 under the FSCS it was proposed to open bank account with another bank. Following a discussion about the merits of different banks Council resolved to open an account with Metro Bank as all matters could be managed in their branch office in Chelmsford without the need for calls to remote contact centres to make mandate changes.

114/23 History Centre - Update

The Chairman updated Council on work with the URC Synod to secure a long-term lease on the History Centre building; Council have appointed ELS to act in agreeing terms and finalising the lease. As part of the agreement for Little Baddow Parish Council to take ownership of the History Centre building on behalf of the village it was proposed that Council would be able to appoint a councillor to be a member of the local URC.

115/23 Sports Pavilion and Ground

Council discussed a request to establish a Nursery Day Care facility at the Pavilion for between 3 and 5 days a week. Council had no issue in principal and would support increased use of the Pavilion that would generate additional revenue. Further consultation to take place with members of the Sports Club Committee to determine best times/days to avoid any conflicts with existing pavilion users.

116/23 Charity of the Unknown Donor (otherwise The Almshouse Charity) 239382 and Copyhold Allotments 246099 – Agree Revised Trustee Appointment Policy

Council unanimously approved the adoption of all parts of the 'Appointment and Induction Policy for New Trustees' for the Charity of the Unknown Donor (otherwise The Almshouse Charity) 239382 and the Copyhold Allotments 246099.

117/23 Establish Working Group – CCC Local Plan Review & Development on Hammonds Road

Council resolved to establish a Working Group to manage resident objections to potential building development at Hammonds Farm and create a communications plan to ensure residents were aware of the need to send in individual objection letters to Chelmsford City Council. Councillors Deb Ginn and Steph Scott to lead the Group with volunteers from the village.

118/23 Handyman Schedule

No task was added to the list for the Handyman to complete.

119/23 Future Meeting Agenda Items

Topics raised for inclusion at the next meeting:

- Establish a Planning Committee
- Grant Aid for Public Health
- Planting in Village

120/23 Date of Next Meeting

The Annual Parish Council Meeting will take place on **Thursday 3rd August 2023** commencing at 7:30pm

The meeting closed at 9.10pm.

**Chairman
August 3rd, 2023**