

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on January 4th, 2024. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair
Cllr J Hilton
Cllr Stephanie Scott
Cllr D Ginn

Cllr B Teal
Cllr K Sheldrake
Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 0

1/24 Apologies for Absence

Apologies received from Cllr S Scott.

2/24 Declarations of Interest

None declared.

3/24 To Approve the Minutes of the 7th December 2024 Meeting

Council approved the minutes from the meeting held on the 7th December 2024 and they were signed by the Chairman.

4/24 Matters from Prior Meetings

Minute No/Date/Councillor	Subject	Status
22/21 - Pedestrian Safety All Cllrs	Resident proposal for footpaths on The Ridge	Nov – Clerk to complete application form to LHS and obtain cost for Design phase Dec – Application to EHS completed and quote received considered too expensive. Clerk to research options. Jan – On agenda
63/21 – Pavilion Refurbishment Cllrs Sheldrake & Ginn	Need to refurbish toilets/showers, replace boilers, redecorate and replace soft furnishings in the pavilion	Sept – Kitchen installation approved Oct – Held Over to Nov Meeting Nov – Approved Quote for Kitchen Dec/Jan – Order placed with Howdens for new kitchen
204/21 – Land Sale Fir Tree Lane Chairman	Potential Purchase of 25 Acres of Woodland at end of Fir Tree Lane	Dec – Achieved appeal target of £200k and purchase proceeding. Switch support to EWT Appeal. Jan – EWT fund raising added to LBPC website. Contracts under review at solicitor. Chairman to send a letter to all donors.
10/22 – Memorial Hall Improvements Cllr Steve Scott	Installation of CCTV; fitting of LED Bulbs; Survey & report on Heating and Insulation	Nov– Made initial contact with Solar providers and full proposal early 2024 at cost of c£15 – 20k. Approved CCTV installation at £500. Dec/Jan – Obtaining quotes for CCTV. Proposal h/o to Feb meeting.

11/23 – Hammonds Farm Development Cllr Irvine	Maintain communication with Chelmsford City Council over next steps in the review of the Local Plan	Nov – Public Meeting arranged for 10/11/23 and meeting with Barrister on 6/11/23. AONB Application progressing. Dec – Over 100 attendees at public meeting, receiving support for objecting to any development. AONB application has been submitted. Jan – Council approved Consultant to prepare report and Cllr briefing for next stage of CCC Consultation. Meeting with Boreham PC on 8/1/24 and to attend a public meeting in Sandon on 12/1/24.
20/23 – History Centre Cllr Irvine & Clerk	Establish Working Group to develop proposals for the management of the History Centre	Aug – still awaiting draft lease from URC Synod. Clerk met with History Centre to discuss straw man proposals for the charity to be established. Sept/Oct – Lease term to be agreed by URC Synod Nov/Dec/Jan – Awaiting outcome of local URC discussions with Synod about land ownership and who can grant lease. Cllr Teal attending History Centre Management meeting on 11/1/24.

5/24 Public Question Time

No public questions.

6/24 Development in the Village

The following planning application was considered by Council:

Application Number	Location and nature of the Proposed Development to which the application relates		Result
23/01868/FUL	Foxgloves, The Ridge		No Objection
	Convert Outbuilding to Annexe		

7/24 Payment of Accounts

Council approved the payment of accounts for December as proposed.

PAYMENT OF ACCOUNTS January 4, 2024						
Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 17.66	£ -	£ 17.66
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 32.92	£ 6.58	£ 39.50
**DD	British Gas	Memorial Hall	Hall Electric	£ 80.27	£ 4.01	£ 84.28
**DD	British Gas	Memorial Hall	Hall Gas Sept/Oct/Nov	£ 152.08	£ 7.60	£ 159.68
**DD	British Gas	Memorial Hall	Hall Gas Nov/dec	£ 151.51	£ 7.57	£ 159.08
**DD	EE Mobile	General	Clerk Mobile	£ 7.60	£ 1.52	£ 9.12
**DD	Wave Anglian Water	Sports Pavilion	Sports Field Water	£ 293.21	£ -	£ 293.21
**DD	P. Irvine	General	Chairman's Expenses	£ 94.44	£ -	£ 94.44
			Sub Total	£ 829.69	£ 27.28	£ 856.97
Transfer	M. Jarvis	Spring Close	Supervision	£ 40.00	£ -	£ 40.00
Transfer	I Wardle	General	Salary	£ 591.54	£ -	£ 591.54
Transfer	E Cole	Memorial Hall	Cleaning	£ 405.00	£ -	£ 405.00
Transfer	Ritchcomm	Sports Pavilion	Cleaning	£ 240.75	£ -	£ 240.75
Transfer	Neil Holmes	Memorial Hall	Manager Duties	£ 535.50	£ -	£ 535.50
Transfer	Neil Holmes	General	Handyman Tasks	£ 262.95	£ -	£ 262.95
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	EWT	General	Annual Membership Fee	£ 40.00	£ -	£ 40.00
Transfer	HMRC	General	Nat Ins & Tax	£ 2,257.10	£ -	£ 2,257.10
Transfer	MDW Tech	General	New Router	£ 423.00	£ 84.60	£ 507.60
			Sub Total	£ 5,231.84	£ 171.80	£ 5,403.64
			TOTAL - Payments	£ 6,061.53	£ 199.08	£ 6,260.61
	ACCOUNTS STATUS	31/12/2023	+/- vs prior	RESERVES		
	Current Account (B)	£ 291,674.29	£ 35,491.58	Hall		£ 25,000.00
	Reserve No 1 (B1)	£ 50,899.06	£ 176.62	Pavilion		£ 13,000.00
	Holybred Wood (B2)	£ 7,831.45	£ 27.18	WGPA		£ 18,000.00
	War Memorial (B3)	£ 2,479.39	£ 8.60	EALC Reserve		£ 25,000.00
	Total Barclays a/cs	£ 352,884.19		CIL Fund		£ 14.87
				Holybred Wood		£ 7,831.45
	Current Account	£ -		War Memorial		£ 2,479.39
	Savings Account	£ -		Charity Fund		£ 280.00
	Total Metro Bank a/cs	£ -		History Centre		£ 1,500.00
				Fir Tree Woods		£ 198,730.00
				Hammonds Road Dev't		£ 500.00
				Total - Reserves + Payments		£ 298,596.32
				Unpresented Cheques		£ 50.00
	Total All a/cs	£ 352,884.19		Funds Available		£ 55,094.84
**	Outside Council Meeting			Total (exc ** payments)		£ 352,884.19

8/24 Retain Consultant for Reviewing potential Hammonds Road Development

Council discussed the proposal received from an external consultant to review the new housing development options proposed by Chelmsford City Council in their recent Local Plan Review Consultation.

Council resolved to appoint the consultant to complete an initial review of the options with specific reference to 'Spatial Approach E' which included the building of 4,000 houses off Hammonds Road. A report will be prepared including draft representations to object to the development and councillor briefings. The work will be in preparation in the event that development on Hammonds Road should be included in the next stage of consultation in the Local Plan review.

9/24 Parish Newsletter 2024 – Councillor Articles

Council discussed topics for the newsletter and agreed the following articles:

- Chairman's Report – Cllr Irvine
- New Councillor Report – Cllr Hilton
- Community Care Group & History Centre – Cllr Teal
- Fir Tree Woods, Mushroom Farm & AONB – Cllr Irvine
- Finance – Cllr Ginn
- Memorial Hall Update – Cllr Scott
- Sports Pavilion Update – Cllr Sheldrake
- Local Plan Review – Hammonds Road – Cllr Ginn
- Paper Mill Lock – Parking & Yellow Lines – Cllr Steph Scott

Target date for delivering the newsletter is 1st April 2024 and so Councillors are asked to forward their articles to Cllr Ginn by early February.

10/24 Carers Community Fund

Council received a proposal from Councillor Steph Scott on applying for a grant under the Essex County Council Carers Community Fund with a view to establish a local Support Group in the village. Councillor Scott will set up a Working Group with Councillor Teal to work with residents and existing organisations to scope out a detailed plan for services needed. The Clerk will confirm eligibility for the parish council to receive a grant but if one is not available Council were keen to provide some funding. A fuller proposal will be considered at the next Council meeting.

11/24 Ride London 2024

Council received details of the Ride London Event to be held this year. The event will pass through Little Baddow on Saturday 25th May 2024 and roads will be closed between midday and 3pm to accommodate three laps of the route. Organisers advise that each road closure will be 15 - 20 minutes for each passage of the riders and will re-open between each passage of the riders to facilitate access.

12/24 Additional Speed Limit Signs – The Ridge and North Hill

Following the decision at the last meeting to investigate options for improving signage in the village, without incurring the review costs proposed by Essex Highways, the Clerk provided information and pricing for solar powered Vehicle Activated Speed Signs. After discussing the options Council resolved to progress with funding additional signs and asked the Clerk to prepare a fully costed proposal to include gaining regulatory permissions and installation for consideration at the next meeting.

13/24 Handyman Schedule

No tasks were added to the list for the Handyman to complete.

14/24 Future Meeting Agenda Items

No topics were raised for inclusion at the next meeting.

15/24 Date of Next Meeting

The next Parish Council Meeting will take place on **Thursday 8th February 2024** commencing at 7:30pm

The meeting closed at 8.55pm.

**Chairman
February 8th, 2024**