

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on September 5th, 2024. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair
Cllr B Teal
Cllr A Roche

Cllr D Ginn
Cllr C Galea
Cllr S Scott

Mr I Wardle – Clerk

Members of the Public – 0

140/24 Apologies for Absence

Apologies received from and Cllr K Sheldrake, Cllr Stephanie Scott and Cllr J Hilton

141/24 Declarations of Interest

There were no declarations of interest.

142/24 To Approve the Minutes of the 8th August 2024 Meeting

Council approved the minutes from the annual meeting held on the 8th August 2024 and they were signed by the Chairman.

143/24 Matters from Prior Meetings

Minute No/Date/Councillor	Subject	Status
22/21 - Pedestrian Safety All Cllrs	Resident proposal for footpaths on The Ridge	Feb/Mar/Apr/May/June/July/August – Council agreed in principle to installation of 2 VAS on The Ridge. Purchase deferred until next financial year and Clerk to research further VAS options. September – Matter to be re-visited in 2025. CLOSE
63/21 – Pavilion Refurbishment Cllrs Sheldrake & Ginn	Need to refurbish toilets/showers, replace boilers, redecorate and replace soft furnishings in the pavilion	May – Kitchen fitted. Await quotes for carpets. Proposal for 1 st Floor & Balcony to be made Oct 2024 July/Aug/Sept – H/O October 2024
10/22 – Memorial Hall Improvements Cllr Steve Scott	Survey & report on Heating and Insulation; Solar Panels	July – Clerk to apply for grant availability following Council agreeing to progress project to instal solar panels Aug – Grant applications submitted to the Rural England Prosperity Fund and the Lottery Fund. Sept – Awaiting feedback on Grant applications. Options for Curtains to be presented at Oct Meeting
11/23 – Hammonds Farm Development Cllr Irvine	Maintain communication with Chelmsford City Council over next steps in the review of the Local Plan	Aug – Barrister appointed and due to visit the village early September. 'Go Fund Me' page set up to allow public donations to cover legal fees. Sept – Met Barrister on 2/9/24 and Go Fund Me page has raised over £10,000 to date. Awaiting feedback from CCC on NPPF consultation. Approved new banners.

20/23 – History Centre Cllr Irvine & Clerk	Establish Working Group to develop proposals for the management of the History Centre	July – Cllr Teal appointed as Chair of LB History Centre Committee and Terms of Reference approved. Meeting to be held in September. August – Public meeting arranged for 4 th September. Sept – Meeting held and favourable response to LBPC management. Await nominees for Committee and first meeting to be held in October
21/24 – Conservation Area Cllrs Teal & Steph Scott	Establish Working Group to prepare proposal	May – Council approved retention of consultant to prepare submission June – Awaiting report from consultant for final submission to CCC July/August/Sept – Consultant report submitted to CCC to establish Conservation Area. Advised await feedback from CCC Policy Board.
81/24 – Little Baddow Carers Club Cllr Steph Scott	Establish Carers Club	August – First meeting held and 9 carers attended and provided feedback on what was needed from the Club. Future monthly meetings agreed for September to March 2025. Sept - CLOSE
134/24 - Community Bus Service Cllr Teal	Provision of temporary bus service to cover 99a route	August – Cllr Teal to prepare proposal on costs for providing a bus service to support village residents with no alternative transport Sept – Service re-instated. CLOSE

144/24 Public Question Time

No members of the public were in attendance.

145/24 Development in the Village

There were two planning applications to be considered by Council:

Application Number	Location and nature of the Proposed Development to which the application relates	Result
24/01080/FUL	Karaibu, Woodside	No Objection
	Single Storey Outbuilding	
24/05164/TPO	16, Wickhay Cottages, North Hill	No Objection
	T1 Oak - Prune Crown	

146/24 Payment of Accounts

Council approved the payment of accounts for August as proposed.

Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 20.85	£ -	£ 20.85
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 35.99	£ 7.20	£ 43.19
**DD	British Gas	Memorial Hall	Hall Electric	£ 82.00	£ 4.10	£ 86.10
**DD	British Gas	Memorial Hall	Hall Gas July/Aug	£ 23.07	£ 1.15	£ 24.22
**DD	EE Mobile	General	Clerk Mobile	£ 8.20	£ 1.64	£ 9.84
			Sub Total	£ 170.11	£ 14.09	£ 184.20
Transfer	M. Jarvis	Spring Close	Supervision	£ 40.00	£ -	£ 40.00
Transfer	I Wardle	General	Salary	£ 590.07	£ -	£ 590.07
Transfer	E. Cole	Memorial Hall	Hall Cleaning	£ 406.00	£ -	£ 406.00
Transfer	Neil Holmes	Memorial Hall	Manager Duties	£ 630.00	£ -	£ 630.00
Transfer	Neil Holmes	General	Handyman Tasks	£ 574.76	£ -	£ 574.76
Transfer	RitchComm	Sports Pavilion	Cleaning	£ 240.75	£ -	£ 240.75
Transfer	Skippers Ground Maintenance	General	Grass Cutting	£ 298.00	£ 59.60	£ 357.60
Transfer	Weave-a-Web	General	Website Maintenance	£ 160.00	£ 32.00	£ 192.00
Transfer	Weave-a-Web	General	Website Hosting	£ 75.00	£ 15.00	£ 90.00
Transfer	PKF Littlejohn	General	External Audit	£ 840.00	£ 168.00	£ 1,008.00
Transfer	Chelmer Canal trust	General	Membership Fee	£ 36.00	£ -	£ 36.00
Transfer	Landmark Chambers	General	Legal Fees	£ 4,000.00	£ 800.00	£ 4,800.00
Transfer	EWT Ltd	General	Management Fee	£ 1,000.00	£ -	£ 1,000.00
			Sub Total	£ 8,890.58	£ 1,074.60	£ 9,965.18
			TOTAL - Payments	£ 9,060.69	£ 1,088.69	£ 10,149.38
	ACCOUNTS STATUS	31/08/2024	+/- vs prior	RESERVES		
	Current Account (B)	£ 29,428.76	-£ 47,719.18	Hall		£ 28,000.00
	Reserve No 1 (B1)	£ 51,280.47	£ -	Pavilion		£ 16,000.00
	Holybred Wood (B2)	£ 7,890.14	£ -	WGPA		£ 21,000.00
	War Memorial (B3)	£ 2,137.08	£ -	EALC Reserve		£ 26,000.00
	Total Barclays a/cs	£ 90,736.45		CIL Fund		£ 1,145.22
				Holybred Wood		£ 7,860.74
	Current Account	£ 10.00	£ 10.00	War Memorial		£ 2,128.66
	Savings Account	£ 50,038.77	£ 50,038.77	Charity Fund		£ 280.00
	Total Metro Bank a/cs	£ 50,048.77		History Centre		£ 1,500.00
				Fir Tree Woods		£ 7,662.47
				Hammonds Road Dev't		£ 932.41
				LB Carers Club		£ 2,538.24
				Total - Reserves + Payments		£ 125,197.12
				Unpresented Cheques		£ -
	Total All a/cs	£ 140,785.22		Funds Available		£ 15,772.30
**	Outside Council Meeting			Total (exc ** payments)		£ 140,785.22

147/24 Sports Field – Cricket Nets

The Clerk advised Council that the Little Baddow Cricket Club no longer use the fixed cricket nets in the north-east corner of the sports field and would rather dismantle than spend on repairs. The Clerk had received quotes for replacing the nets and mats totalling £2,107 including installation and removal of old nets/mats.

County Councillor Spence had offered a £1,000 Locality Fund grant towards the costs, the Chairman is to speak with Cllr Spence to see if this could be raised to £1,500, leaving a balance of £607 for the Council to finance, which was approved. Councillors were of the opinion that the Cricket Club should be asked for a contribution, of say £500, if the grant increase was not available from ECC.

148/24 Parking – Church Road Bridge Area

Council was briefed by the Chairman on the escalating parking issues in the area around the Church Road Bridge. As the majority of the poor parking is on the north side of the river The Chairman is to raise the matter with Boreham Parish Council and advise on the options of making the area a 'Clearway' and receiving additional support from SEPP on enforcing existing parking restrictions.

149/24 Modern Day Slavery

Essex Police are highlighting the growing issues around modern-day slavery and have offered to make a presentation at a public meeting. The aim is to focus on raising awareness through voluntary organisations to understand the issue, how to observe and signpost to appropriate authorities. Council was very supportive and a public meeting is to be arranged.

150/24 Handyman Schedule

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

- Erect Post & Wire Fence at Holybread Wood

151/24 Future Meeting Agenda Items

The Following topics were raised for inclusion at the next ordinary meeting:

- Review 99a Bus Service
- EWT Management Contract Extension
- Sports Pavilion – First Floor & Balcony
- Memorial Hall – Options for Curtains
- History Centre

152/24 Date of Next Meeting

The next ordinary Parish Council Meeting will take place on **Thursday 3rd October 2024** at 7.30pm at the Memorial Hall.

The meeting closed at 9.15pm.

Chairman October 3rd, 2024