WRITTLE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday, 7 March 2016, 7.30pm
in the Parish Office

Members✓= Present		A = Apologies			
Mr C Hibbitt	***(CHAIR)***	✓	Mrs A Reid		✓
Mr R Bray	***(VICE CHAIR)***	✓	Mr T Sach		✓
Mrs S Bell		✓	Mr R Schmid		✓
Mr A Carter		✓	Mrs R Smith		✓
Mr P Costello		✓	Mr M Townley		✓
Mr P Delaney		✓	Mrs W Walker		✓
Mrs L Gannicott		A	Mr T Kinloch		✓
Mr P Cracknell		✓			

In Attendance✓= Present		A = Apologies			
Cllr J F Aldridge	***(ECC)***	✓	Mr D Walker	***(CLERK)***	✓
Cllr T Roper	***(CCC)***	✓	Mrs L Fox	***(ADMIN ASST)***	✓
5 members of the public					

ACTION

1. PRESENTATION ON THE 2016 SCOUT JAMBOREE by Richard Oscroft and Paul Walker.

1.1 NOTED it was **noted** that Mr Oscroft and Mr Walker gave a presentation on the 2016 Scout Jamboree. It will be held at Boyden Hall, from 30 July-6 August, targeting 10-18 year olds. There will be approximately 9,500 people attending. They will start building the site from 6 July and will have the site cleared by 12 August. There will be activities on a daily basis with 30 different zones. The amplified music will stop at 10.30pm, apart from the final Saturday night when it will run until midnight. 120 letters have been sent out to people living around the site informing them about the event. They have applied for their events license. On Sunday and Monday, they will hold a junior jam where the event will be open to beavers, brownies, cubs and rainbows who can't attend the full event.

2. PUBLIC FORUM

2.1 NOTED it was **noted** that there were five members of the public present.

2.2 NOTED it was **noted** that Mr Beckett had come along to discuss the issues around the 4G klargester and who is responsible for payment of the electricity supply. The Parish Council felt that the klargester is a service as per the joint agreement and that WSSC should pay for the electricity charges.

2.3 NOTED it was **noted** that the repair of pot holes in the Paradise Road site car park would be carried out in the next week or two. Mr Walker would advise WSSC when the work would be carried out. Mr Walker

2.4 NOTED it was **noted** that WSSC were grateful for the £1000 donation towards the repair of the floor in the pavilion. Mr Delaney had been looking at grants. WSSC were waiting to hear the final donation amount from Tickers.

2.5 NOTED it was **noted** that WSSC were not happy with the current external CCTV. The Parish Council was currently looking into this.

2.6 NOTED it was **noted** that the addendum had been completed for the 4G lease. This now needs to be signed by the six signatories.

2.7 NOTED it was **noted** that quotes had been obtained for the cutting of the trees by the tennis courts and the lights on the top field. Mr Walker to look into it. Mr Walker

3. COUNTY & CITY COUNCILLORS COMMENTS AND REPORTS

3.1 Essex County Council Observations – Cllr J Aldridge

3.1.1 NOTED it was **noted** that the lay-by by the doctor's surgery had been completed.

3.1.2 NOTED it was **noted** that Cllr Aldridge would not be supporting the cost of the signage for the tearooms.

3.1.3 NOTED it was **noted** that solar points would be installed along the cycle path into Chelmsford.

3.1.4 NOTED it was **noted** that the bus stop opposite Hylands School was in validation.

3.1.5 NOTED it was **noted** that the results had been received from the Highwood Road traffic survey and Cllr Aldridge would pass the results to Mrs Smith. Cllr Aldridge

3.1.6 NOTED it was **noted** that Mrs Walker had met with the Cabinet Member and Cllr Aldridge regarding the state of the pavements along the Ongar Road and why Longmeads Close had been resurfaced. The south side of Ongar Road would be redone. Mrs Walker would continue to work on getting other pavements resurfaced including the north side of Ongar Road and Hunts Drive.

3.1.7 NOTED it was **noted** that Essex County Council would not be renewing their contract with Sodexho to provide 'Meals on Wheels' when it expires.

3.1.8 NOTED it was **noted** that Essex County Council had been discussing devolution with other district councils and Southend and Thurrock.

3.2 Chelmsford City Council Observations – Cllr A Sach &Cllr T Roper

3.2.1 NOTED it was **noted** that there were no comments.

4. APOLOGIES FOR ABSENCE

4.1 NOTED apologies were **noted** as above.

5. MINUTES OF THE LAST MEETING

5.1 AGREED the minutes of the Writtle Parish Council meeting held on 1 February 2016 were **agreed** as an accurate record.

5.2 AGREED it was proposed by Mr M Townley and seconded by Mr A Carter that the **agreed** minutes be approved and signed.

6. PROGRESS CHECK

6.1 NOTED it was **noted** that a letter had been sent to Cllr Ian Grundy and Mr Walker was awaiting a response. Cllr Roper and Cllr Aldridge had also spoken with Cllr Grundy regarding the issue of traffic wardens in the village.

6.2 NOTED it was **noted** that Mr Hibbitt and Mr Walker had met with the Principal of Writtle College and he was happy for the college car park to be used for the Jazz Festival and the Country Fayre.

6.3 NOTED it was **noted** that the progress check was working well.

7. DECLARATIONS OF INTEREST

7.1 NOTED there were no declarations of interest.

8. COMMITTEES UPDATE

8.1 ENVIRONMENT COMMITTEE

8.1.1 NOTED it was **noted** that somebody had fallen over one of the posts on the green due to lack of lighting. It was **noted** that there are suitable paths around the green and the Parish Council could not put in special lighting.

8.1.2 NOTED it was **noted** that a couple of people had tripped on the crazy paving area at the top of the green by the Rose and Crown. Mr Walker had reported this to Highways.

8.2 HIGHWAYS COMMITTEE

8.2.1 NOTED it was **noted** that there was nothing to report.

8.3 PLANNING COMMITTEE

8.3.1 NOTED **i**t was **noted** that three representatives from the Parish Council had attended the Planning Meeting at the Civic Office on 23 February regarding the planning application for Lordship Stud. The result was 8-4 in favour of planning.

8.3.2 NOTED it was **noted** that there were discussions regarding land ownership and covenants for both Lordship Stud and Fox Burrows Lane.

8.3.3 NOTED it was **noted** that members of the Parish Council had attended the Development Policy Meeting on 3 March and the analysis was being reviewed for the Issues and Options Consultation Document.

8.4 PLAYING FIELDS COMMITTEE

8.4.1 NOTED it was **noted** that outstanding issues had been discussed in the Public Forum.

9. THE FUTURE OF LONGMEADS HOUSE

9.1 NOTED it was **noted** that the legal fees had escalated. Mr Bray had asked for one contract but County had made Writtle party to a complex tripartite. The Parish Council's budget for legal fees is £3000. This was based on the cost to obtain the toilet block and turn it into the Parish Office. The legal fees for Longmeads House currently stand at £11,000 + VAT, and the Parish Council has no idea on future costs. The Parish Council does not have the money to pay for these costs.

9.2 AGREED it was **agreed** that our lawyer should be instructed to stop work on the project and this would be on hold until Mr Bray had discussed this with Mr Hughes at Essex County Council.

9.3 NOTED it was **noted** that thanks was given to Mr Bray for all his efforts on Longmeads House.

10. SPEED INDICATOR POSTS

10.1 NOTED it was **noted** that thanks was given to Cllr Aldridge for all his help with this project.

10.2 NOTED it was **noted** that a number of emails had been exchanged and a site visit would be carried out on Thursday, 10 March.

10.3 NOTED it was **noted** that Cllr Aldridge would arrange for Mr Townley to meet with the Cabinet Member responsible. Cllr Aldridge

11. YOUTH

11.1 NOTED it was **noted** that Mrs Walker and Mr Hibbitt had attended the Infants School to present prizes to the winners of the poster competition. The Junior Parish Councillors would be invited to the Parish Office after Easter. Thanks was given to Mrs Walker for all her efforts.

12. CCTV LEASE

12.1 NOTED it was **noted** that Mr Walker would arrange a meeting with Mr Clarke to discuss the CCTV at Paradise Road. Mr Walker

13. WRITTLE PHARMACY

13.1 NOTED it was **noted** the manager of the pharmacy would be invited to the next Parish Council meeting to discuss the current position and any future action required. Mr Walker

14. DEFIBRILLATORS

14.1 NOTED it was **noted** that BBC Essex had run a campaign on defibrillators and how they now cost under £1000 and can be installed into disused telephone boxes.

14.2 NOTED it was **noted** that the item would be put on the agenda for the Annual Parish meeting to see what the village thought of the idea.

15. FINANCIAL REPORT AT FEBRUARY 14, 2016

15.1 AGREED the Committee **agreed** the Financial Report of February 14, 2016.

15.2 AGREED it was proposed by Mrs A Reid and seconded by Mr M Townley and unanimously **agreed** that the receipts and payments made between January 15, 2015 and February 14, 2016 be approved and signed.

16. RECEIPT OF COMMITTEE REPORTS

16.1 NOTED it was **noted** that the following Committee Reports were accepted: -

a. Clerks Report at February 14, 2016
b. Planning & Development Committee Meetings – Feb 15, 2016
c. Highways Committee Meeting – February 22, 2016

17. COUNCILLORS QUESTION TIME

17.1 NOTED it was **noted** that the Parish Office was being used a lot more. If the usage increases then we will need to look at a rota of people to help open the office. To be reviewed.

18. ANY OTHER REPORTS

18.1 NOTED it was **noted** the Writtle Flyer would be delivered w/c 14 March.

18.2 NOTED it was **noted** that Mr Hibbitt had attended a meeting regarding Cowards Mill. The application will be on the City Council's Planning Meeting in either April or May.

18.3 NOTED it was **noted** that two letters had been received from the younger community. One was regarding speeding in the village and the other regarding the building at Warren Farm. Mr Walker to reply. Mr Walker

19. DATE OF THE NEXT MEETING

19.1 NOTED the Committee **noted** that the next meeting of Writtle Parish Council will be held on Monday, April 4, 2016 at 7.30pm in the Parish Office.

19.2 NOTED it was **noted** that agenda items should be submitted to the Clerk before Friday, March 25, 2016.

MEETING CONCLUDED 9.45pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____