WRITTLE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 4 July, 2016, 7.30pm in the Parish Office

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

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

ACTION

1. PUBLIC FORUM

1.1 NOTED the Chair welcomed members of the public attending the meeting.

1.2 NOTED Mr Russell updated the Parish Council on the Jazz Festival. 193 tickets have been sold so far and he needs to sell approx 250-300 to break even. Mr Walker to let Mr Russell know when the electrician is visiting the Green. The Council wished him the best of luck with the event. Mr Walker

2. COUNTY & CITY COUNCILLORS COMMENTS AND REPORTS

2.1 Essex County Council Observations – Cllr J Aldridge

2.1.1 NOTED it was **noted** that the ownership of Preston's Triangle was still being chased.

2.1.2 NOTED it was **noted** that a proposal had been made to de-restrict part of Highwood Road to 50mph. This would be at a cost of £10,500 and Cllr Aldridge questioned whether this was money well spent. The Parish Council would prefer the speed to be reduced to 40mph.

2.1.3 NOTED it was **noted** that the meeting with the Police and the Parish Councils was being organised but no date had been arranged.

2.1.4 NOTED it was **noted** that Broomfield Annual Parish Meeting is split into two sessions, one in the afternoon (2-4) and the other (7-9) and this seemed to work very well for parishioners. It would perhaps be something for Writtle to consider.

2.1.5 NOTED it was **noted** that Veolia could be a possibility for grant funding.

2.2 Chelmsford City Council Observations – Cllr A Sach and Cllr T Roper

2.2.1 NOTED it was **noted** that Cllr Roper had asked if the Parish Council had received any comments about the Fling Festival. Nothing had been reported.

3. APOLOGIES FOR ABSENCE

3.1 NOTED apologies were noted above.

4. MINUTES OF THE LAST MEETING

4.1 AGREED the minutes of the Writtle Parish Council meeting held on June 6, 2016 were **agreed** as an accurate record.

4.2 AGREED it was proposed by Mr M Townley and seconded by Mrs R Smith that the **agreed** minutes be approved and signed.

5. PROGRESS CHECK

5.1 NOTED it was **noted** that the new CCTV system had been ordered, including 1 roving camera and 2 fixed cameras. It was agreed that 1 camera would be fixed on the car park and the other fixed on the skateboard park. It should be installed during August. It was noted that once the equipment had been installed, Mr Walker to organise an invitation for parish councillors to see the equipment in action at City Council.
Mr Walker

5.2 NOTED it was **noted** that Mr Walker had spoken to the Co-op in Long Brandocks regarding installing a defibrillator and was awaiting feedback from the manager.

6. DECLARATIONS OF INTEREST

6.1 NOTED it was **noted** that Mrs Smith declared an interest in Longmeads as she takes their bookings.

7. COMMITTEES UPDATE

7.1 **ENVIRONMENT COMMITTEE**

7.1.1 NOTED it was **noted** that the island had been tidied up on Wear Pond.

7.1.2 NOTED it was **noted** the company had been contacted about the installation of the grass guard to provide details of a previous installation for the Parish Council to view.

7.1.3 NOTED it was **noted** that a couple of complaints had been received by the post office about the wooden posts.

7.2 **HIGHWAYS COMMITTEE**

7.2.1 NOTED it was **noted** that some plants had been planted on the small triangle on the junction of Victoria Road and East View. It was **noted** that Mr Cracknell to see if it is a Highways problem. Mr Cracknell

7.2.2 NOTED it was **noted** that the Highwood Road survey was discussed. There were approx 50-60 vehicles exceeding 60mph. Essex County Council proposed a 50mph speed but didn't support 30mph. The Parish Council would support a 40mph speed limit.

7.2.3 NOTED it was **noted** that the ownership of Prestons triangle was still being chased.

7.2.4 NOTED it was **noted** that there had been no feedback about the BT box on Chequers Road.

7.3 **PLAYING FIELDS COMMITTEE**

7.3.1 NOTED it was **noted** that Mr Irving would continue as Chair of WSSC until the next annual election, supported by Matthew Brown. It was noted that Mr Brown would attend the Parish Council meetings. There is a new secretary of WSSC and the Vice Chair is Mr Beckett.

7.3.2 NOTED it was **noted** that WSSC is looking at re-writing its constitution.

7.3.3 NOTED it was **noted** that the addendum for the 4G court still needed to be signed and it was suggested that Fiona Palmer, Writtle Minors is one of the signatories.

7.3.4 NOTED it was **noted** that there were ongoing problems with the gate. Stuart, the electrician, would be looking into it and might have to change the sensor.

7.3.5 NOTED it was **noted** that there had been problems with bookings from the Christian Centre as it had been flooded.

7.3.6 NOTED it was **noted** that there had been a flood on the 4G court. A trench had been dug to help with this as it had been causing flooding of the tennis courts.

7.4 **PLANNING COMMITTEE**

7.4.1 NOTED it was **noted** that the Fox Burrows Lane application had been approved. The Planning Officer had said it was exceptional circumstances and should be allowed. Essex Highways didn't think the junction was dangerous and that the heavy traffic could go through the village. Fox Burrows Lane will be widened but the entrance won't be significantly changed. There will be no CIL money. There was a discussion about Crawfords. It was understood that the land would be sold to Crawfords and it would become their headquarters.

7.4.2 NOTED it was **noted** that the responsibility of the cycle pathways was discussed. Essex Highways to be notified of the overgrown pathways. Mr Walker

7.4.3 NOTED it was **noted** that the Writtle Mill planning application had been formally adopted. A new condition had been applied that gives the owners 6 months to break up and remove the concrete. It was noted that Mr Hibbitt would be looking to set up a small sub committee consisting of City Council, County Council, Parish Council and the owners to review progress.

8. THE FUTURE OF LONGMEADS HOUSE

8.1 NOTED it was **noted** that Mr Bray, Mr Walker and Mr Hibbitt would be meeting with an ECC lawyer who would be working on behalf of the Parish Council in relation to the new community building. The Parish Council would be paying a much lower rate per hour as he is an ECC employee. This is the best route forward to get the development moving. The two main clauses in the agreement have been resolved. If the building lapses there will be a 50/50 settlement, so Writtle Parish Council would receive 50% of proceeds from the building. The final costs don't include land registry fees or a surveyor fees.

8.2 AGREED it was proposed by Mrs Gannicott, seconded by Mrs Reid and unanimously **agreed** that the Parish Council should appoint Mr Gilbert as lawyer for the new community centre.

8.3 NOTED it was **noted** that a new lease had to be considered with Talking Newspaper and the preschool.

8.4 NOTED it was **noted** that there is still a tenant in the building. This needs to be reviewed as soon as possible.

8.5 NOTED it was **noted** that Mrs Smith and Mr Cracknell had attended the WCA AGM. Mr Cracknell was impressed with the accountant. WCA are concerned that the building won't happen.

8.6 NOTED it was **noted** that Marie Wynn would be looking to hire the Parish Office for her friendship club on the 1st and 3rd Monday of each month.

8.7 AGREED it was proposed by Mr M Townley, seconded by Mr P Costello and unanimously **agreed** that the Parish Council should appoint Mr Gilbert as lawyer for the Writtle Mill.

9. GRANT APPLICATIONS

9.1 NOTED it was **noted** that the grant application for the pavilion flooring would be put into CIF from WSSC.

9.2 NOTED it was **noted** that CIF would be approached next year for potential funding for the Longmeads shortfall. Another grant provider mentioned was Veolia Environmental Trust.

10. NEIGHBOURHOOD PLAN

10.1 NOTED it was **noted** that there was a discussion regarding a possible neighbourhood plan for the Writtle area. A plan would help shape the development of growth in the local area and take away the surprise element.

10.2 NOTED it was **noted** that the first stage would be to define the area and get the City Council to agree.

10.3 NOTED it was **noted** that Parish Councillors were asked to read up about neighbourhood plans and the item would be put on the agenda for the September Parish Council meeting. Mrs Fox

10.4 NOTED it was **noted** that Mr Bray would contact RCCE to come along and talk to the Parish Council. Mr Bray

10.5 NOTED it was noted that if you have a neighbourhood plan you can receive 25% CIL monies rather than 15%.

11. YOUTH

11.1 NOTED it was **noted** that a letter of thanks had been received from Mr Parr at the Raw Cafe for the donation of £800 for the second minibus. They would also be subsidising the young people who couldn't afford to go on the trip.

11.2 NOTED it was **noted** that Mrs Walker was thanked for her ongoing support to the Raw Cafe.

11.3 NOTED it was **noted** that Mrs Walker and Mr Hibbitt would be meeting with the head teachers of the local schools to discuss Cowards Mill and the environment project.

12. FINANCIAL REPORT AT JUNE 14th 2016

12.1 AGREED the Committee **agreed** the Financial Report of June 14, 2016.

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

13. RECEIPT OF COMMITTEE REPORTS

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

a. Clerks Report at June 14, 2016
b. Planning & Development Committee Meeting – June 21, 2016
c. Environment Committee Meeting – June 21, 2016

14. COUNCILLORS QUESTION TIME

14.1 NOTED it was **noted** that people were sleeping in cars in Nicholas Close/Dukes Orchard. Mr M Townley to find out more from the residents. Mr Townley

14.2 NOTED it was **noted** that nothing more had been heard about the Post Office consultation. It was suggested that Highways should spend money to repair the pavements from Blue Bridge to Co-op if the move of the Post Office went ahead.

14.3 NOTED it was **noted** that Cllr Aldridge had chased the repair of the pavements along the Ongar Road.

15. ANY OTHER REPORTS

15.1 NOTED it was **noted** that Richard Oscroft had invited Parish Councillors to an open day of the Jamboree on 31 July. If you would like to attend please let Mr Walker know.

15.2 NOTED it was **noted** the Fayre would take place on Saturday, 9 July.

15.3 NOTED it was **noted** that the improvement of the park at Long Brandocks was raised and whether equipment could be sought to improve the area for older children. This park is the responsibility of the City Council. Mrs Fox to contact Paul Van Damme. Mrs Fox

15.4 NOTED it was **noted** that table tennis tables were discussed. There is a national Ping initiative and it was suggested whether we could include tables at Paradise Road and Longmeads. This item to be discussed at the Playing Fields Committee. Mrs Fox

15.5 NOTED it was **noted** that the Christian Centre had been flooded. The insurers will pay for new flooring and the grating would be cleared regularly.

16. DATE OF THE NEXT MEETING

16.1 NOTED the Committee **noted** that the next meeting of Writtle Parish Council will be held on Monday September 5, 2016 at 7.30pm in the Parish Office.

16.2 NOTED it was **noted** that agenda items should be submitted to the Clerk before Friday August 26, 2016.

MEETING CONCLUDED 9.38pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____