WRITTLE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 4 June 2018, 7.30pm
in the Parish Office

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

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

ACTION

1. PUBLIC FORUM

1.1 NOTED it was **noted** that there was one member of the public present. The junction at St Johns Green was raised and the two accidents that have happened since March 2018. The sightlines are poor at the junction and the speeds are excessive. It was noted that the junction is a potential scheme on the Local Highways Panel List and would be looked at by Essex Highways. Further information can be found at www.essexhighways.org.uk regarding the panel.

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 new data protection legislation was raised and how the local organisations would be handling the issues including Writtle News and the allotment society.

2.1.2 NOTED it was **noted** that the County Council had under spent in its budget and would be allocating this back to Highways.

2.2 Chelmsford City Council Observations – Cllr T Roper

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

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 May 14, 2018 were **agreed** as an accurate record, subject to the reference that the payment for the conditions from the electrical report would be paid for initially by the Parish Council but that CARDS would contribute towards the cost. It was also noted that Mr R Cecil was no longer a Footpath Officer for the Parish Council and would be taken off the list.

4.2 AGREED it was proposed by Mrs W Walker and seconded by Mrs S Bell that the **agreed** minutes be approved and signed.

5. DECLARATIONS OF INTEREST

5.1 NOTED it was **noted** that there were no declarations of interest.

6**. PROGRESS CHECK**

6.1 NOTED it was **noted** that an update had been received regarding Cowards Mill and it was a case of waiting to see how things progressed.

6.2 NOTED it was **noted** that the Chequers Road/Lodge Road junction was discussed regarding the installation of posts. To put them 1.8 metres apart you would need 52 at a cost of approx £1040 and at 1.6 metres apart you would need 59 at a cost of approx £1180. It would cost approx £60 to put in a drop post. The installation of posts along one edge of Prestons Triangle was also discussed. Cllr J Aldridge to find out ownership of the two parcels of land and then the Parish Council agreed to install the posts. It was proposed by Mr A Carter, seconded by Mr M Townley and unanimously agreed that the posts should be installed subject to the land owners' permission.

7. COMMITTEES UPDATE

7.1 **ENVIRONMENT COMMITTEE**

7.1.1 NOTED it was **noted** that an email had been received regarding the condition of Wear Pond. It was noted that the leaf litter would be dredged in the Autumn. Mrs Gannicott would find out a cost to empty the pond. Mrs Gannicott

7.1.3 NOTED it was **noted** that a quote had been obtained for a new gate at the back of the CARDS building. A metal gate would cost £855 and a wooden gate £250. It was noted that this would be discussed at the CARDS meeting which was to be arranged. The Clerk

7.2 **HIGHWAYS COMMITTEE**

7.2.1 NOTED it was **noted** that at the last Highways Committee Meeting the condition of Chancery Place road was discussed. It was noted that the committee wanted to write to the residents regarding the maintenance of the road. This item would be added to the next full council agenda. Asst Clerk

7.3 **PLANNING COMMITTEE**

7.3.1 NOTED it was **noted** that there were no further reports.

7.4 **PLAYING FIELDS COMMITTEE**

7.4.1 NOTED it was **noted** that the Writtle Sports and Social Club would be holding their AGM on Tuesday, 5 June.

8. CHELMSFORD LOCAL PLAN

8.1 NOTED it was **noted** that there would be a Policy Development Committee Meeting on Thursday, 7 June at 7pm at Chelmsford City Council to discuss the Local Plan. The Local Plan would then go to the City Council's Cabinet and then Full Council for consideration before being sent to the Inspector during late Autumn.

8.2 NOTED it was **noted** that a meeting had been had with members of the Parish Council's Highways Committee and Crest Nicholson, the potential developers of Warren Farm, on Friday, 1 June to discuss the highways implications if the development were to go ahead.

8.3 NOTED it was **noted** that the Parish Council would oppose the development but if it did go ahead Crest Nicholson wished to work with the Parish Council regarding highways matters on Lordship Road.

8.4 NOTED it was **noted** that 16,000 cars currently go up and down Ongar Road every day. This would increase by 10% if the development went ahead.

8.5 NOTED it was **noted** that there wouldn't be any enlargement of the roundabout at the top of Lordship Road for the development, there would just be an entrance added. There would also be an entrance added by the car wash and a left hand filter added to the Chignal Road roundabout.

8.6 NOTED it was **noted** that flooding at Writtle College by Cow Watering Lane was discussed along with the flooding of the cycle paths at Lawford Lane.

8.7 NOTED it was **noted** that Crest Nicholson wanted to consult the local residents regarding the development but the City Council didn't want this to be arranged until later in the planning process.

8.8 NOTED it was **noted** that Chelmsford City Council were keen to get the plan through as quickly as possible.

8.9 NOTED it was **noted** that the Planning Consultant representing the North West Action Group would be asked to represent the Group at the Enquiry.

9. NEIGHBOURHOOD PLAN

9.1 NOTED it was **noted** that Writtle University College were unable to process the questionnaire. The Steering Group were submitting a grant to hopefully cover the printing and analysis of the questionnaires. The Steering Group would be meeting with the Junior Parish Council and would be having a stall at the Fayre on the Green and the Writtle Schools fete.

10. PARADISE ROAD ISSUES

10.1 N0TED it was **noted** that antisocial behaviour had been reported down at the skateboard park at Paradise Road along with money being stolen from a younger boy. A concrete bollard had also been destroyed. There is CCTV coverage at Paradise Road but this information cannot be accessed unless incidents have been reported to the police and there is an incident number. It was noted that the Clerk had sent a number of emails to Mr Spencer Clarke, the Public Protection Manager at Chelmsford City Council regarding the incidents.

10.2 NOTED it was **noted** that the site of the skateboard park had been raised by residents and how it was out of the way at the end of the field. The position had been decided due to environmental health (noise issues) and the police.

10.3 NOTED it was **noted** that the Parish Council would look at hiring additional security to help patrol the open spaces in Writtle. It was noted that a meeting would be arranged with S Type Security. It was proposed by Mr Hibbitt, seconded by Mr Bray and unanimously agreed that further information should be sought. Asst Clerk

11. LODGE ROAD/CHEQUERS ROAD JUNCTION AND PRESTON'S TRIANGLE.

11.1 NOTED it was **noted** that this had been discussed under the public forum.

12. STAFF CHANGES

12.1 NOTED it was **noted** that the deadline for the Assistant Clerk job applications was Thursday, 14 June. A meeting would be held on June 15th to discuss the application and interviews organised. Mr Hibbitt had a meeting with Joy Darby at EALC to discuss the staff changes within the Parish Council.

13. ELECTRICAL INSTALLATION CONDITION REPORT

13.1 NOTED it was **noted** that the costs had been received for work on the Old Scout Hut. The Clerk had asked for the work to be carried out. Work was also still outstanding on some of the other Parish buildings. The Clerk to follow up with the electrician. The Clerk

14. THE FUTURE OF LONGMEADS

14.1 NOTED it was **noted** that the pre-school lease had not yet been executed by the Leaseholder.

14.2 NOTED it was **noted** that there had been problems with the Stamp Duty Land Tax although Cllr Aldridge had been in discussion with the County Council and they would indemnify a building up to the value of £1.2 million.

14.3 NOTED it was **noted** that the Longmeads AGM would be held on 26 June.

14.4 NOTED it was **noted** that thanks was given to Cllr Aldridge and Mr Bray for all their hard work and effort.

15. WRITTLE ARCHIVES

15.1 NOTED it was **noted** that a meeting would be organised between Mr Bray, Mrs Hibbitt and the Assistant Clerk to discuss the funding options for the new archive building. Asst Clerk

16. JAZZ FESTIVAL

16.1 NOTED it was **noted** that a complaint had been received regarding the extended three day festival and the associated noise. It was noted that the organiser would write to the resident regarding their concerns. It was noted that the festival would close at 11pm on the Friday and Saturday evenings.

17. FINANCIAL REPORT AT MAY 14, 2018

17.1 AGREED the Committee **agreed** the Financial Report of May 14, 2018.

17.2 AGREED it was proposed by Mr Townley and seconded by Mrs Bell and unanimously **agreed** that the receipts and payments made between April 1, 2018 and May 14, 2018 be approved and signed.

18. RECEIPT OF COMMITTEE REPORTS

18.1 NOTED it was **noted** that the following reports were accepted:-

a. Clerks Report at May 14, 2018
b. Planning & Dev Committee Meeting – May 21, 2018
c. Highways & Transport Committee Meeting – May 21, 2018

19. COUNCILLORS QUESTION TIME

19.1 NOTED it was **noted** that a letter had been received regarding Thorogood's application for a music and alcohol licence. Cllr Roper thought that the application was for the RIZE event, which had taken over the V Festival. This will be checked by Cllr Roper. Cllr Roper

20. ANY OTHER REPORTS

20.1 NOTED it was **noted** that an email had been received from Mr Simmons at Essex Highways regarding proposed cycle parking in Paradise Road. As this was Parish Council land, Essex County Council were unable to put in the cycle parking but if the Parish Council wished to install it there was a budget available.

21. DATE OF THE NEXT MEETING

21.1 NOTED the Committee **noted** that the next meeting of Writtle Parish Council will be held on Monday July 2, 2018 at 7.30pm in the Parish Office.

21.2 NOTED it was **noted** that agenda items should be submitted to the Clerk before Friday June 22, 2018.

MEETING CONCLUDED 9.43pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____