WRITTLE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 3 October, 2016, 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	A
Mrs R Smith		✓	Mr P Costello	✓
Mr R Bray		✓	Mr T Sach	✓
Mr P Delaney		✓	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)***	✓
8 members of the public				

ACTION

1. CHEQUE PRESENTATIONS TO ESSEX AIR AMBULANCE AND WILDLIFE ESSEX SOUTH HOSPITAL

1.1 NOTED it was **noted** that some of the organising committee of the Village Fayre presented cheques of £1000 to each of the nominated charities. Thanks was given to all who organised the Fayre and the feedback had been very good from the village. The editor of Writtle News took some photos. Both charity representatives thanked the committee for the donations.

2. HAMMONDS FARM

2.1 NOTED it was **noted** that Matthew Curtis, from Curtin & Co and Matthew Lynwood from Hammonds Estates LLP gave a presentation on the possible inclusion of Hammonds Farm into Chelmsford City Council's local plan for 2021-2036. The site was not originally included in the plan but they are hoping that the Council will include it in the next consultation. The site will deliver 3000 houses within the time period along with the infrastructure. There is a total of 12,000 acres at Hammonds Farm and less than 50% will will be developed for residential.

3. PARISH COUNCIL PHOTO

3.1 NOTED it was **noted** that the photo would be taken at another meeting as the agenda was very busy.

4. PUBLIC FORUM

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

5. COUNTY & CITY COUNCILLORS COMMENTS AND REPORTS

5.1 <u>Essex County Council Observations – Cllr J Aldridge</u>

5.1.1 NOTED it was **noted** that changes to the waste recycling would be made at the end of October.

5.1.2 NOTED it was **noted** the repairs to the pavements along Ongar Road would commence on 31 October.

5.1.3 NOTED it was **noted** that Cllr Aldridge would be exploring the timings of the wig wags outside Hylands School.

5.1.4 NOTED it was **noted** that Cllr Aldridge had not received a good response from other Parish Councils' regarding a meeting with the police. When the new local commander was in place, this would be reviewed.

5.1.5 NOTED it was **noted** that the feasibility study along Lordship Road/Ongar Road would now take place in 2017, due to budget constraints.

5.1.6 NOTED it was **noted** that Cllr Aldridge was looking into the adoption of roads.

5.1.7 NOTED it was **noted** that Cllr Aldridge would forward the decision on Highwood Road to the local highways panel.

5.1.8 NOTED it was **noted** that the resurfacing of Back Road would not take place until after the development had finished in the road.

5.1.9 NOTED it was **noted** that the solar lights along the Writtle part of the cycle path were mentioned. The minutes would be checked and circulated to councillors. Mrs Fox

5.1.10 NOTED it was **noted** that the speed indicator spreadsheet results were largely as expected, although it was felt that the road would value having a speedwatch.

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

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

6. APOLOGIES FOR ABSENCE

6.1 NOTED apologies were noted above.

7. MINUTES OF THE LAST MEETING

7.1 AGREED the minutes of the Writtle Parish Council meeting held on September 5, 2016 were **agreed** as an accurate record.

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

8. PROGRESS CHECK

8.1 NOTED it was **noted** that the new CCTV had been commissioned. A visit to be arranged for the Parish Councillors to see the system in action. Mr Walker

8.2 NOTED it was **noted** that a monthly spreadsheet would be circulated to

Parish Councillors with the results from the two Speed Indicator Devices. If councillors wanted more detailed information, they should contact Mrs Fox directly. It was noted that the indicators would be re-calibrated to a level closer to the 30mph limit.

Mrs Fox

8.3 NOTED it was **noted** that the action list would be updated and circulated to Parish Councillors.

9. DECLARATIONS OF INTEREST

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

10. COMMITTEES UPDATE

10.1 ENVIRONMENT COMMITTEE

10.1.1 NOTED it was **noted** that the pipe to the pond had been fixed and the collapse under the BT box needed investigating.

10.1.2 NOTED it was **noted** that the netpave supplier would be in contact to fix a start date for the Green.

10.1.3 NOTED it was **noted** that there had been a lot of correspondence regarding the cleaning of Wear Pond. It was **noted** that the pond would not be completely cleared as there was a lot of wildlife in the pond.

10.2 HIGHWAYS COMMITTEE

10.2.1 NOTED it was **noted** that the Parish Council did not own the piece of land opposite Prestons Garage, so nothing further would be done.

10.2.2 NOTED it was **noted** that a walking site meeting would be arranged to look at the condition of footpaths in the village. It was **noted** that it would be a good idea to keep photographic evidence and use it in the local press, Writtle Voice and Writtle News if necessary. It was **noted** that the results would be compared to the report compiled 4 years ago.

10.3 PLAYING FIELDS COMMITTEE

10.3.1 NOTED it was **noted** that a meeting had been held to discuss the bookings of the 4G play area. Minutes had been circulated to all attendees and a meeting would be held annually.

10.3.2 NOTED it was **noted** the Clerk would contact the control room regarding a visit for Parish Councillors and to discuss access to images from the CCTV system.

Mr Walker

10.4 PLANNING COMMITTEE

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

11. THE FUTURE OF LONGMEADS HOUSE

11.1 NOTED it was **noted** that Essex County Council were waiting to hear back from Mardens regarding the agreement.

11.2 NOTED it was **noted** there would be a fundraising quiz night at the WCA on 14 October and an EGM on Monday, 17 October.

12. NEIGHBOURHOOD PLAN AND UPDATE ON CHELMSFORD LOCAL PLAN

12.1 NOTED it was **noted** that there was a discussion regarding a possible neighbourhood plan. It was **agreed** that the Parish Council would go ahead with a neighbourhood plan. It was **noted** that there would need to be 4/5 Parish Councillors leading the plan and an equal number of volunteers from outside the Parish Council.

12.2 NOTED it was **noted** it would be useful to set up a meeting with Broomfield Parish Council who had recently started a neighbourhood plan.

12.3 NOTED it was **noted** that Mr Hibbitt and Mr Walker had attended a City Council Development Meeting regarding the local plan. Most of the extra sites for Writtle were not likely to be included in the plan for 2021-2035, due to be released in early 2017 but Warren Farm could still be included in the new plan.

13. CONSULTATION PAPER FROM DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT (DCLG)

13.1 NOTED it was **noted** that a consultation paper had been circulated to councillors regarding the capping of the precept to no more than 2% for Parish Councils. This would limit the power of the Parish Council.

13.2 NOTED it was **noted** that a formal resolution was agreed to object to the consultation paper. This was proposed by Mr P Cracknell, seconded by Mrs W Walker and agreed by all Councillors.

13.3 NOTED it was **noted** that Mr Walker would respond with the Council's objection. Mr Walker

14. NOTICE OF CASUAL VACANCY

14.1 NOTED it was **noted** that a formal thank you was given to Mrs Reid for all her hard work and support as a Councillor.

14.2 NOTED it was **noted** that a notice of casual vacancy had been posted. The deadline was 12 October. If nobody had contacted the Chelmsford City Council by this date, then the Parish Council could co-opt a new Councillor at the November Parish Council meeting.

15. YOUTH

15.1 NOTED it was **noted** that Mr Hibbitt and Mrs Walker had been to see the Infants School regarding the environment project around Cowards Mill. Mrs Castell, the headteacher felt that the children from both schools would like to be involved.

15.2 NOTED it was **noted** that the new school Junior Parish councillors would be invited down to the Parish Office.

15.3 NOTED it was **noted** that the planting of daffodils would be a good idea for the scouts or brownies.

16. CHRISTMAS

16.1 NOTED it was **noted** that Carols on the Green would take place on Thursday, 15 December at 5pm. Help would be needed from 4pm. It was **noted** that one set of music would be required from the schools.

16.2 NOTED it was **noted** that the Christmas tree would hopefully be going up on Monday, 12 December.

16.3 NOTED it was **noted** that the Tree Festival would be taking place 3-4 December in All Saints Church. Ideas were discussed for the Parish Council tree. It would be added to the November agenda.
Mrs Fox

17. FINANCIAL REPORT AT SEPTEMBER 14th 2016

17.1 AGREED the Committee **agreed** the Financial Report of September 14, 2016.

17.2 AGREED it was proposed by Mr T Sach and seconded by Mr M Townley and unanimously **agreed** that the receipts and payments made between August 15, 2016 and September 14, 2016 be approved and signed.

18. RECEIPT OF COMMITTEE REPORTS

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

a. Clerks Report at September 14, 2016
b. Planning & Dev Committee Meeting – September 19, 2016
c. Highways & Transport Committee Meeting – September 19, 2016

19. COUNCILLORS QUESTION TIME

19.1 NOTED it was **noted** that Mrs Reid would continue as Chair of the Environment Committee until a new Chair had been elected at the next Environment Meeting on 17 October.

19.2 NOTED it was **noted** that the start date for Cowards Mill was discussed and it should hopefully begin early 2017.

20. ANY OTHER REPORTS

20.1 NOTED it was **noted** that John Roberts had been awarded an honorary doctorate for all his work at Writtle College. A letter of congratulations to be sent. Mr Walker

20.2 NOTED it was **noted** that a consultation regarding academy status had been sent out from the Junior and Infant Schools. The Parish Council would send a response. Mr Walker

20.3 NOTED it was **noted** that Mr Sach gave his apologies for the next meeting.

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 November 7, 2016 at 7.30pm in the Parish Office.

21.2 NOTED it was **noted** that agenda items should be submitted to the Clerk before Friday October 28, 2016.

MEETING CONCLUDED 9.46pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____